



November 30, 2021

Shareholders
300 West 23rd Street
New York, NY 10011

Re: 2022 Maintenance Increase

Dear Shareholders:

As explained at past annual shareholders meetings, the Board of Directors sets maintenance charges to meet the annual operating costs of the building. We take seriously our responsibility to all shareholders, including ourselves, to carefully scrutinize all spending while seeking to maintain the quality of our living environment and to protect our investment.

It should come as no surprise that the Corporation's operating expenses tend to increase every year primarily due to the cost of living. Mortgage interest on the building, real estate taxes, and unionized labor make up more than 70% of the operating budget. While these expenses contribute most to the budget increase, they are not within our control. However, we are able to influence our utility usage (including water, sewage, heating oil and electricity). The Board would like to take this opportunity to urge all residents to be conscious of their individual utility consumption as it directly affects the annual budget.

The Board, the building accountant Michael A. Rozycki, and the team of Douglas Elliman Property Management (Amelia Ahne, Marylou Tapalla, and Darcy Green) met twice via Zoom videoconference for several hours to discuss the 2021 income and expenses and the 2022 projected budget. After deliberation, the Board has adopted an operating budget that requires a **maintenance increase of 3% effective January 1, 2022**. While we understand that any increase in maintenance may be difficult, we believe responsible financial management requires that maintenance charges cover projected operating costs. After no maintenance increase in 2021, we were pleased that the increase for 2022 is still in line with past years' increases, which generally range between 2.5% to 3.5%.

Please remember, if you are currently on Auto-Payment for your monthly maintenance, you must adjust your 2022 payment amount to avoid a monthly late fee of \$50.00.

However, if you have set up Full Balance Payment through Click Pay (vs. a fixed amount), the new maintenance amount will be charged automatically. Log into your Click Pay account and look at AutoPay settings if you are unsure of your selected payment option. In any case, it is your responsibility to ensure adequate funds are available to meet your monthly payment requirements.

Your Board would like to take this opportunity to wish all fellow shareholders a joyous holiday season and prosperous new year.

Sincerely,
Board of Directors

cc: Amelia Ahne
Michael Ryan