

# TUDOR ARMS OWNERS, CORP. NEWSLETTER

DECEMBER 2019

TUDOR ARMS  
OWNERS, CORP.

## 2020 OPERATING BUDGET

### Board of Directors

Jillian Petrera

Daniella Piper

Heather Borjes

Daniele Berna

Nancy Heller

### Managing Agent

Robert Orlofsky  
Realty, Inc.

7 Bryant Crescent  
Suite 1C

White Plains, NY  
10605

914-328-6962 (O)

914-328-6993 (F)

### E-Mail

roinc3@gmail.com

### Website

www.robertorlofsky.com

### Superintendent

Jose Marroquin  
914-907-0560

At a meeting of the Tudor Arms Board of Directors held on November 13, the 2020 Operating Budget was approved that maintains the monthly maintenance charges at their current level without increase.

The Board is actively looking into engaging an engineering firm to inspect Tudor Arms from the roof to the basement, windows, the garage, all plumbing, heating and mechanical systems and the exterior facade, brick work, and stucco.

The purpose of an engineering study is to determine what major repairs are needed for the building, a recommended time line and budget estimates for the work.

Once the Board receives the engineering report and has information on project costs, a financial review will be needed to discuss the means to finance any of the major repairs that are being recommended.

More information will follow once the review is complete.

## ANNUAL SHAREHOLDERS MEETING

The Tudor Arms Annual shareholders Meeting was held on Monday December 2 in the building.

It was a very informative meeting and was attended by shareholders that have lived at Tudor Arms for many years and new shareholders that moved in this year.

Jillian Petrera, Board President, called the meeting to order and announced there were a majority of the shares represented in person or by proxy, therefore there was a quorum.

The first order of business was a financial report given by Robert Tejeda from the accounting firm of Lawrence Honigman .

Mr. Tejeda reported that overall Tudors Arms has a healthy financial position as a result of the mortgage refinance that took place in August of 2015. The new mortgage amount of \$3,150,000 is at a fixed interest rate of 3.82% for a 10-year term.

As a result of the refinance, Tudor Arms established a new Reserve Fund that financed recent major capital improvements including converting the heating system from oil to gas, reconstruction of the garage, courtyard and replacement of all of the Gym equipment.

However, Mr. Tejeda pointed out that the day to day operations of Tudor Arms resulted in an operating shortfall of \$42,238 in 2017 and \$7,220 in 2018. When there is an operating shortfall due to major repairs, those funds are released from the reserve fund.

Mr. Tejeda reported that the Tudor Arms Reserve Fund currently totals \$470,000 and is invested in U.S. Treasury Bills.

Robert Orlofsky gave a management report.

Robert reviewed the Boards response and action items as a result of the major fire that totally destroyed 15 Parkview this past March.

The Board met with representatives from Levitt Fuirst, our building insurance company; to discuss Tudor Arms property coverage and any recommendations to increase policy limits. Levitt Fuirst recommended increasing the limit of one of the policy coverages and warned the Board that any contractor working in the building must be licensed and insured.

A Fire Inspection service company recommended and the Tudor Arms Board approved installation of new fire extinguishers on each floor stairwell landing that could be immediately accessed by a resident in the event of a fire.

The fire sprinkler system in the garage was also upgraded at the recommendation of the Fire Inspection service company.

Robert stressed the importance of using licensed and insured contractors who are required to file for a building permit with the City of Yonkers when upgrading their apartment with a kitchen or bathroom replacement. Prior to beginning any work, shareholders must also complete a building renovation form available at [www.robertorlofsky.com](http://www.robertorlofsky.com). The completed form must detail the work to be performed and include the contractor's license and insurance information.

There were no capital projects completed in 2019, however there were several large emergency plumbing repairs to the heating system. All of the plumbing in the building is "original" from 1920 and will require ongoing maintenance and repairs.

Robert mentioned that his office will continue sending out email blasts to shareholders with important building information. To sign up for Tudor Arm's email blasts, please email [roinc3@gmail.com](mailto:roinc3@gmail.com).

There was a general open discussion. Jillian Petrera advised that the Board will review any suggestions put in the new suggestion boxes in the basement. Also, there was a discussion about how to improve conditions in the garbage and recycling room, how to handle and manage the overflow of packages being delivered and left in the common areas, such as the vestibule and hallways and adding much needed Bargold Storage units for shareholders.

The next order of business was an election of the Board. Robert Orlofsky has agreed to step down from the Board in order to permit another resident shareholder Daniele Berna to participate.

Jillian thanked Robert for his many years of service and made mention that Robert would continue as our managing agent.

After a show of hands vote, five shareholders were unanimously elected to the Board:

Jillian Petrera, President  
Daniella Piper, Treasurer  
Heather Borjes, Vice President  
Daniele Berna, Secretary  
Nancy Heller, Director

### **WINTER MAINTENANCE TIPS**

- \*IF THERE IS NO HEAT FROM YOUR RADIATOR, CALL JOSE (914-337-6968)
- \*COVER OR REMOVE WINDOW AIR CONDITIONERS TO PREVENT DRAFTS
- \*DO NOT OVERLOAD EXTENSION CORDS
- \*TEST YOUR SMOKE AND CARBON MONOXIDE DETECTORS

### **\*\*\* RECYCLING AND TRASH DISPOSAL \*\*\***

**Shareholders are reminded that the recyclables are to be brought down and placed in the containers that are marked for each item. Do not leave any of your recyclables or newspapers or garbage bags on the floor.**

**Cardboard boxes should be broken down. Your wet household garbage should be placed in the containers that are clearly marked.**

**With the tremendous increase in packages from Amazon and other companies it is more important than ever to help us recycle the cardboard by breaking down the boxes. An additional container for cardboard has been ordered that will increase the capacity.**

### **\*\*\* SUBMIT A MAINTENANCE REQUEST ON LINE \*\*\***

**If you have a non-emergency maintenance issues in your apartment, shareholders are encouraged to go to [www.robortorlofsky.com](http://www.robortorlofsky.com) and submit a maintenance request on line so the office can coordinate the repair with Jose and the Board can monitor what work has been requested.**

### **HOLIDAY LIGHTING A GREAT TIME FOR ALL**

The Tudor Arms Holiday Lighting Ceremony took place on December 11<sup>th</sup>.

Everyone joined together to count down, then Hanika Conry, Broderick Catala and Carlos Marroquin threw the switch to make the beautiful Christmas tree and courtyard come alive with Holiday Lights.

The Tudor Arms Annual Holiday Lighting Ceremony is a wonderful way to officially welcome the Holiday Season with music, hot apple cider and plenty of goodies!

**2019 BEST YEAR FOR SALES EVER**

In 2019, so far, seven apartments have been sold and there are two more sales pending. Everyone who purchased this year all said the same thing at their Board interview. Tudor Arms is a beautiful very well maintained building and they love the size of the apartments.

We would like to congratulate and welcome the following new shareholders to Tudor Arms:

Ferdinant & Jollanda Hasanramaj - 8  
Andrew E. Roffman - 41  
Alison T. Firenze - 64  
William Bassett - 46  
Karen Altschuler - 51  
Dane St. Cyr - 63  
John T. Valiplackal & Jacienta Paily - 68

Jose Marroquin with the help of Humberto Sanchez does an outstanding job maintaining Tudor Arms. The building is kept beautifully and we all appreciate the daily efforts, attention to maintenance issues and hard work. We also want to thank Jose and his team for their design and building of the Tudor Arms Holiday Lighting display that we all admire, enjoy and hope make your Holidays at Tudor Arms just a little bit brighter!

***The Tudor Board and Management would like to say thank you  
for the opportunity to be of service to you.***

***Best Wishes for a Happy Holiday Season and  
Prosperous and Healthy New Year!***

