

9 MILLER COURT PROPERTIES

944 McCourtney Road, Suite J, Grass Valley, CA 95949
Phone: (530) 273-8018 Email: 9MillerCourtProperties@gmail.com

February 19, 2019

Mr. Ryan Gruver
Nevada County Health & Human Services
10014 North Bloomfield
Nevada City, CA 95949

RE: 988 McCourtney Road, Grass Valley

Dear Mr. Gruver:

As I'm sure you are aware, the above referenced facility has a new Landlord. I wanted to introduce myself and provide you with information you might need for your records.

9 Miller Court Properties is a family owned partnership that purchased the Brighton Greens Business Park as of January 24, 2019. Your prorated January and all February's rent was provided for in the escrow statement, but I have attached an invoice for your share of CAM expenses for that period (see below).

All Rents should now be made payable to: **9 Miller Court Properties, 944 McCourtney Road, Suite J, Grass Valley, CA 95949.**

We will be making some changes and improvements to the Center over the next few years, with the first items on the list a repair of the parking lot and repainting the buildings. Other improvements will proceed as budgetary constraints will allow.

Rather than send out separate invoices periodically throughout the year for Operating Expenses, we have established an all-inclusive budget for the year which each tenant paying their estimated prorated share each month. At the end of the year we will complete a reconciliation of the budget vs the actual, after which tenants will either be refunded for any overages paid, or additional sums requested if expenses exceed the budget. We will be keeping a close watch on spending and will make every effort to come in on budget. We believe this will be easier for everyone. A copy of NCHHS Budget is attached and the share amount from January 25 thru February along with your monthly share on the go forward. Please include the CAM charges with your March Rent payment, which is due on or before March 1st.