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July 27, 2022

Ms. Courtney Cutter
Cutter Properties LLC
2358 University Ave. #265
San Diego CA 92104-2720

Dear Courtney,

I am sending this letter as a follow-up to our phone conversation of July 20 to memorialize and clarify the points we discussed.

1. We were never notified that Cutter Properties LLC purchased unit 3. We learned this from county records. The purchase took place on March 18, 2022.
2. You told me that you are the sole owner of Cutter Properties LLC.
3. The only mail address for yourself or Cutter Properties LLC that we have is 2358 University Ave. #265, San Diego CA 92104-2720. You have not provided any other address. Google Maps shows that this is a commercial mail box at a store called The Postal Place. We have sent mail to that address twice. Both pieces of mail were invoices for quarterly fees. You told me that you didn't receive the first one which was sent on April 1. You told me that you didn't receive the second one, sent on July 1, until July 19. I infer from these facts that we have no fast or reliable way of reaching you by mail, and that you are aware of this situation, and that you are satisfied with it. With regard to this I would like to draw your attention to Section 2.6 of the Bylaws.
4. As of today we have not received any payments from you or from Cutter Properties LLC. You owe two quarterly payments.
5. I asked you for your email address. You told me you would send it but as of today we have not received it.

6. The Declaration (Fourth Amendment) obligates you to provide the Association with a conformed copy of your written lease with your renter. Although he has been living in your unit for months, as of today we have not received it.

7. I asked you to provide us with contact information for your renter. As of today we do not have any. We don't know his name, email address, or phone number.

8. I reminded you that the condominium structure is a single building with common walls and a shared sewage system. In case of a leak or burst pipe or other structural or mechanical failure, the Association may need quick access to any of the three units to make emergency repairs. This is especially important with units whose owners are not resident, as is the case with your unit. Gas for all three units is delivered to the condominium through pipes and valves that are located on the limited common elements (grounds) assigned to your unit. These pipes and valves are behind your locked fence. You told me that you will remove the electronic lock on the door of your fence but it appears to me that the door is locked with a key. As I pointed out in point 7 above, you have not given us contact information for the renter who lives in your unit, and since he doesn't answer his doorbell, we have no way to reach him. With respect to these issues I would like to draw your attention to sections 4.1.2 of the Declaration and 47-7C-7 of the Condominium Act which describe the powers of the Board in such cases to enter your unit and limited common elements assigned to your unit.

Sincerely yours,

Paula Steinert
President