



January 27, 2020

**Dear West Highlands Homeowners,**

While the Homeowners Association desires to provide more regular newsletters, it was decided that a special newsletter should be sent immediately to provide information outside the regular cycle of planned quarterly newsletters.

### **Electronic Communications**

In an effort to increase the speed of communications, reduce costs to the HOA, and to be more environmentally friendly, the HOA will use email for all communications henceforth, with the exception of those items required to be delivered in via regular mail according to the covenants. If you have not already done so, please sign up for electronic communications from Sentry Management. As a test of this arrangement, if you did not also receive this newsletter in your email, please check that your account with Sentry has your correct email and that your User Preferences are set to "Receive Email Blasts".

**This can be done at: <https://www.sentrymgt.com/> Please sign up and/or confirm your email address is correct as soon as possible as we do not want anyone to miss communications from the HOA. Please contact Carole Hannah at 404-459-8951 x51905 if you have any issues with this process.**

### **HOA Dues**

Sentry Management has mailed the HOA dues coupon books for 2020 and you should have received those last week. Please contact Sentry if you did not receive them. Although the mailing was delayed from Sentry this year, please remember that coupon books are not required by the covenants and are provided to be helpful in reminding homeowners of due dates and the amounts owed to the HOA.

As a further reminder, please note that:

- Dues for all homeowners paying annually are expected to be paid by January 1st of each year.
- Dues for all homeowners paying monthly are expected to be paid by the first of each month.
- As a courtesy, any homeowners paying annually, who are also current on their dues by December 31st of the prior year, may pay in two installments with no less than 50% of the total annual dues to be paid before February 1st of each year and the balance being paid before August 1st of the year. (For example, a homeowner with a zero balance on their account with Sentry on 12/31/2019 and have annual dues of \$1,300 may pay their HOA dues for 2020 by paying no less than \$650 by 2/1/2020 and the balance by 8/1/2020 if they so chose.)
- Homeowners who pay annually, who are already in arrears on December 31st of the prior year and who do not pay their annual dues in full on January 1st, as required by the covenants, will be sent to collections.

## **Amenities Update**

The HOA wanted to provide an update to the community on the status of the amenities projects, in particular the pool construction. While the Association has closed on the land for the pool, as previously mentioned at the November meeting, Brock Built is still waiting on permitting approval from the city. They hope to have permits approved by the first week of February. We will continue to try and communicate more updates outside these provided at the two regular HOA meetings.

As a reminder, minutes from the November 16th HOA meeting and previous meetings can be found at the HOA website at: <https://westhighlandsatl.com/news/>

Thanks,

The West Highlands Homeowners Association  
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