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November 28, 2016

**RE: West Highlands Homeowners Association, Inc. (the "Association")  
Notice of Member Approval of Proposed Loan, Proposed Special Assessments and  
Proposed Second Amendment**

Dear West Highlands Owner/Member:

The Association recently distributed a package of documents and information, giving you the opportunity to vote for or against four (4) separate proposals. This letter shall serve as notice that the following four (4) proposals have received the requisite number of votes from the Association's membership to be adopted:

(1) **Proposed Loan** – In accordance with Article 3, Section 3.20 of the Bylaws of the Association (the "Bylaws"), the proposal to authorize the Board of Directors to borrow up to Two Million and No/100 Dollars (\$2,000,000.00) was submitted to a vote of the membership. The Proposed Loan required the approval of members holding a majority of the total votes in the Association. As of November 18, 2016, the deadline date for the return of Ballots, there were two hundred fifty (250) total votes in the Association. Completed Ballots were timely returned by members entitled to cast two hundred nineteen (219) Association votes, satisfying the quorum requirements set forth in the By-Laws. One hundred seventy-six (176) votes were cast in favor of the Proposed Loan. Accordingly, the Proposed Loan was approved by a majority of the total votes in the Association, in accordance with the requirements set forth in the By-Laws.

(2) **Proposed Special Assessment** – In accordance with Article 9, Section 9.4 of the Declaration, the proposal to adopt a special assessment in the total amount of One Hundred Thousand and No/100 Dollars (\$100,000.00) for the purpose of helping to fund a down payment for the Proposed Loan was submitted to a vote of the membership. The Proposed Special Assessment required the approval of members holding a majority of the total votes in the Association. As of November 18, 2016, the deadline date for the return of Ballots, there were two hundred fifty (250) total votes in the Association. Completed Ballots were timely returned by members entitled to cast two hundred nineteen (219) Association votes, satisfying the quorum requirements set forth in the By-Laws. One hundred seventy-three (173) votes were cast in favor of the Proposed Special Assessment. Accordingly, the Proposed Special Assessment was approved by a majority of the total votes in the Association, in accordance with the requirements set forth in the Declaration.

As a reminder, each Lot Owner will only be responsible for \$400.00 of the Proposed Special Assessment, which will be due and payable on December 31, 2016. However, as a courtesy to all Owners, the Proposed Special Assessment will not be considered late until June 30, 2017. Please be advised, however, that in the event of a transfer or conveyance of a Lot, any outstanding unpaid balance of the Proposed Special Assessment allocated to said Lot shall be paid to the Association prior to the time of such transfer or conveyance of the Lot.

(3) **Proposed Second Amendment** – In accordance with Article 14, Section 14.5 of the Declaration, a proposal to adopt the two (2) changes to the Declaration, as outlined in the Proposed Second Amendment, was submitted to a vote of the Owners. Each change contained in the Proposed

Second Amendment required the approval of at least two-thirds (2/3) of the Owners in the Association. As of November 18, 2016, the deadline date for the return of Ballots, there were two hundred fifty (250) total votes in the Association. Completed Ballots were timely returned by members entitled to cast two hundred nineteen (219) Association votes, satisfying the quorum requirements set forth in the By-Laws.

- (i) **Proposed Initiation Fee Amendment** – One hundred eighty-two (182) votes were cast in favor of the Proposed Initiation Fee Amendment. Accordingly, the Proposed Initiation Fee Amendment was approved by at least 2/3's of the Owners in the Association, in accordance with the requirements set forth in the Declaration. Therefore, the initiation fee to be paid by all new purchasers of a Lot within West Highlands will be increased from \$675.00 to \$1,250.00.
  
- (ii) **Proposed Declarant Capital Contribution Fee Amendment** – One hundred seventy-nine (179) votes were cast in favor of the Proposed Declarant Capital Contribution Fee Amendment. Accordingly, the Proposed Declarant Capital Contribution Fee Amendment was approved by at least 2/3's of the Owners in the Association, in accordance with the requirements set forth in the Declaration. The Declarant will now be required to pay a capital contribution fee to the Association, in the amount of \$1,750.00, due and payable by the Declarant, upon each and every sale of a new home within West Highlands. Please note that the Declarant Capital Contribution Fee will only apply to the Declarant's initial sale of a Lot to an Owner, but will not apply to subsequent resales by homeowners.

Membership approval of the Proposed Loan and the Proposed Special Assessment are effective immediately. The Proposed Initiation Fee Amendment and the Proposed Declarant Capital Contribution Fee Amendment will be effective once the Proposed Second Amendment has been recorded in the Fulton County land records.

The Board thanks all Owners for their participation in adopting these important proposals which were necessary to fund the construction of the West Highlands swimming pool and related facilities.

Sincerely,



Clarence K. Lau