

# From the Rule Book

## Curfew

No minor under the age of seventeen (17) shall loiter in or upon the streets, walkways, playgrounds, clubhouse and patio areas or open area of any of the premises within Highleah Townhouses, Inc., between the hours of 10:00 p.m. and 6:00 a.m.

a. Except minors fifteen (15) years of age to seventeen (17) years of age shall be permitted out until 12:00 a.m. on Friday and Saturday nights and on the nights or eves of the principal United States holidays which are as follows: New Year's Eve, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving and Christmas.

b. Provided, however, that the provisions of this regulation do not apply to a minor accompanied by his or her parent, guardian or other adult person having the care and custody of the minor to a minor who is upon an emergency errand directed by his or her parent, guardian or other adult person having the care and custody of the minor.

## Weapons

1. No person shall discharge a firearm or projectile weapon on the property of Highleah Townhouses, Inc.
2. "Firearm" means any weapon that is designed or adapted to expel a projectile by the action of an explosive.
3. "Projectile weapon" means any bow, crossbow, pellet gun, slingshot or other weapon that is not a firearm, which is capable of expelling a projectile that could inflict serious physical injury or death by striking or piercing a person.
4. No person shall discharge a paint ball gun on the premises or cause a paint ball impact within Highleah Townhouses.

# Free Children's Clothing Exchange

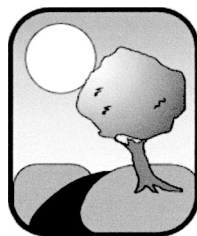
**10 a.m. to 2 p.m.**

**July 28**

**Beacon Heights Community of Christ  
19402 E. Holke Road**

Bring your outgrown, clean children's clothing, shoes and coats in good condition.  
Take home clothing your students can wear to school.

[www.beaconheights.org](http://www.beaconheights.org)  
Questions? Call 816-682-9038



# Highleah Highlights

2001 Pembroke Crescent West Independence, MO 64057

PHONE (816) 257-0070 FAX (816) 257-2639  
www.highleah.com

## Board of Directors

Marsha Clark  
*President  
(Security)*

Dorinda Meihls  
*First Vice President  
(Pet Committee)*

Paula Goth  
*Second Vice President*

John Baggs  
*Secretary  
(Community Relations/Activities)*

Todd McQuade  
*Treasurer  
(House and Grounds)*

## Handy Phone Numbers

Highleah Office  
816-257-0070

Maintenance Emergency  
913-894-3441

Security Patrol  
816-510-4505

Police (Non-Emergency)  
816-325-7300

Natural Gas Company  
816-756-5252

Power & Light Service  
816-325-7930

Animal Control  
816-325-7205

Citizens Information Center  
816-325-7000

## Door Prize Drawings Awarded at Open Sessions

Attending open sessions of the monthly board meetings is a good way to stay informed about activities at the cooperative.

Your appearance at the Highleah open session also may win you a \$25 gift card.

All members who attend the open session will be eligible for the door prize drawing. Two prizes will be awarded at the July 16 meeting.

The winning members' tickets will be drawn at the end of the open session -- and you must be present to win.

All open sessions start at 6 p.m.



Board members Paula Goth and John Baggs admire the new wrought iron patio furniture behind the clubhouse.

Kevin McQuade, maintenance superintendent, reported at the June board meeting that the cooperative was able to purchase three new tables and 12 spring-seat chairs for members to enjoy this summer.

## UTILITIES: 5/3 - 6/4

Water/Sewer: \$9,577.11  
Electric: \$1,241.79

## OPEN SESSION, June 18, 2012

# NEWSLETTER MINUTES

Marsha Clark, president, called the meeting to order at 6 p.m. Other board members present were Dorinda Meihls, first vice president; Paula Goth, second vice president; and John Baggs, secretary. Todd McQuade, treasurer, joined the meeting at 6:10 p.m.

Also attending were Gina Zukel, assistant on-site manager; Kevin McQuade, maintenance superintendent; Dudley Leonard, cooperative attorney; and Melva Linville, property manager, and Carmen Detherage, comptroller, with Linville Management Services, Inc.

Eleven members signed in for the open session.

Minutes of the May 21 board meeting and June 13 work session were approved.

Gina discussed the on-site manager's report. In May, there were 37 statements of credit, 45 statements of charges due and 49 defaults. Three installation permits have been received and approved. There have been two exterminations, one animal violation, one vehicle violation, one noise violation and two yard/common area violations.

Twenty-five units are on the market: seven three-bedroom units (two are sold) and 18 two-bedroom units (one is sold). Eight of these units are still occupied.

The board voted unanimously to accept the report given by Gina.

Kevin presented the maintenance report. In May, 226 work orders were completed. There were two move-ins and two move-outs.

Grounds projects included five mowings and one perimeter fence trimming, gutter and downspout cleanings throughout the property and trimming of low branches.

Foundation repairs to 17884 Buckingham Court have been completed. Kevin purchased 20 General Electric ranges and 17 refrigerators for a total cost of \$17,270.36 to complete the 2011-2012 fiscal year.

Three sets of wrought iron lawn furniture were purchased for the patio area behind the clubroom for \$1,096.06. For trees, \$311.80 was spent for 10 pink redbuds, eight pink dogwoods, two white dogwoods and two yews.

Seventeen rehabs are in various stages of completion.

The board voted unanimously to accept Kevin's report.

John gave the Activities Committee report. White Elephant Bingo will be at 7 p.m. on Friday, July 13, in the clubroom.

Todd reported for House and Grounds. There have been two unauthorized installations and one vehicle violation.

Dorinda reported for the Pet Committee. A gated area behind Covingtontree will be used for a pet run.

Marsha presented a bid for security patrol services from John Morton, deputy chief of American Homeland Security. The board voted to accept a bid. The services will include foot and bicycle patrols, attendance at board meetings and shift and monthly reports listing violations cited and number of people contacted. Patrols will walk the fence line during shifts.

The contract will become effective on July 2.

Dudley asked that a copy of the contract be sent to him for review once all blanks are filled in and additional performance expectations have been included.

Marsha opened the floor to member comments. Recent acts of vandalism, use of the basketball court by non-members and trespassing were discussed.

The open session ended at 6:45 p.m.



## White Elephant Bingo on Friday, July 13

Attention, Bingo players. Friday the 13th could be your lucky day.

On Friday night, July 13, the cooperative will host a White Elephant Bingo from 7 to 9 p.m. in the clubroom.

Bring your odd, obscure, funky, frivolous and otherwise unwanted household items or gifts to the clubroom where they'll be magically transformed into White Elephants as prizes for Bingo game winners.

The event is for Bingo players 17 years of age or older. Please bring a white elephant to donate as a prize.

For more information, contact John Baggs, chair of the Activities Committee, by email at [baggsjr@yahoo.com](mailto:baggsjr@yahoo.com).

## Positions Open for Board of Directors

Please remember that the annual meeting is the third Tuesday in September, the 18th.

Members will vote to fill one position on the board of directors at the meeting.

Members in good standing who care about our community are encouraged to run for office. Resumes of candidates will be printed in the August and September newsletters.

## Hot Coals Set Trash on Fire

Smoldering coals from outdoor grilling do not belong in the dumpster.

Please extinguish all charcoal before throwing it away. Coals that are still hot will burn the trash inside the dumpster, melt the paint, create fumes and damage the dumpster beyond repair.

You are also endangering the members of the cooperative by creating a fire hazard. In these dry conditions, fires can quickly spread and destroy everything in their path.

Members also are reminded to put trash in bags and to place them inside, not next to, a dumpster.

Recently a member reported finding credit and employment applications with personal information on them, mail and other trash littering the area around a dumpster.

Members who empty their trash cans directly into the bin are creating a mess for the maintenance staff. When the dumpster is picked up, loose trash is blown all over the grounds. Litter and garbage strewn throughout the complex are unsightly and unsanitary.

### Illegal dumping

The maintenance staff has evidence that some of the trash in Highleah dumpsters is coming from companies and individuals who are not members of the cooperative.

This is illegal. If you believe a motorist throwing trash into a dumpster is not a Highleah member, please get a license tag number and turn the number into the office.

Illegal dumping makes extra work for our maintenance staff and fills up dumpster space intended for use by members.



# Please Observe Highleah Parking Rules

Safety and courtesy are the reasons Highleah regulates motorists on the property. Here are the rules Highleah members and guests are required to follow.

## Parking

1. Unless specified herein, any vehicle tagged in violation of the following regulations will be tagged with a seventy-two (72) hour notification by a warning ticket placed on the windshield.
2. All vehicles (as required by state law) including motorcycles, motor scooters and mini-bikes owned by Highleah residents or their guests must be licensed properly and in operable condition. Vehicles in violation will be given seventy-two (72) hours to rectify the violation.
3. Any operable vehicle parked in guest parking for more than seventy-two (72) hours will be given twenty-four (24) hours to rectify the violation before being sent to the attorney.  
Any operable vehicle parked in auxiliary parking for more than two (2) weeks will be given twenty-four (24) hours to rectify the violation.
4. Any vehicle operated on Highleah property must:
  - a. Park only in designated areas.
  - b. Obey speed limits (15 mph).
  - c. Obey stop signs.
  - d. Drive in a prudent manner.
  - e. Be operated by a licensed driver.
  - f. Must have a valid license plate.
5. All vehicles, including motorcycles, motor scooters and mini-bikes, owned by Highleah residents must be registered in the office and display an appropriate Highleah (primary or auxiliary) sticker. The sticker is to be placed on the left rear window or left rear bumper.  
Motorcycles must display the sticker on the fender or below the license plate. When a vehicle is sold or exchanged, it is a member's responsibility to file a new registration permit with the office within ten (10) days.
6. One vehicle per licensed driver. First and second vehicles to be parked in numbered and guest spaces. Any other vehicles must be parked in auxiliary only.
7. Any vehicle rated three-quarter ton or more must be approved by the Board of Directors and must park only in auxiliary parking.
8. Any member's vehicle used for employment (a company vehicle) must park in numbered or auxiliary parking.
9. No boat, trailer or camper can be parked or stored on the premises, except in the storage lot.  
A member may bring a boat, trailer or camper on to the property for the purpose of loading or unloading for a trip or outing not to exceed overnight in length of time.
10. Motorcycles, motor scooters and mini-bikes will be parallel parked at the head of the numbered parking space so that a car can be parked in the same space.
11. No motor homes or recreational vehicles can be parked in Highleah except for the purpose of loading and unloading.
12. No parking on the grass or sidewalks and absolutely no double parking. After two (2) warnings, violator accounts will be sent to the attorney.  
All vehicles must be parked in a manner in which the vehicle does not hang over the sidewalks. Vehicles extended over the sidewalk create a hazard for people walking or children playing on the sidewalks. It also prevents the Maintenance Department from mowing or removing snow.
13. No major overhauls and/or repairs will be allowed on vehicles on Highleah premises. The only repairs permissible will be those of a minor nature, such as changing tires, spark plugs, etc.  
No vehicle should be left unattended while on jacks or jack stands. All repairs must be completed within twenty-four (24) hours.  
The work area must be returned to its normal condition (scrap material, antifreeze, oil and grease spills must be removed from the parking spot).  
All oil and antifreeze must be disposed of properly and taken to an auto supply shop to recycle.  
**DO NOT** put old or excess oil or antifreeze in the trash or down the sewers.