

3. Climbing on or in trees is not allowed on the property.

4. A trellis is only allowed within a garden area and may not be attached to the unit. Trellises are not to be taller than four (4) feet.

5. There are no water slides or slip-and-slides allowed at Highleah. Pools are limited to children's plastic or blow-up pools, maximum size limits of 6 feet wide by 12 inches deep.

The pools are to be emptied daily and stored in the back of the unit. No filled pool shall be left unattended. Any damage caused to the property from a pool through neglect of a member will be the responsibility of the member to repair the damages. Maintenance will repair the damage at the member's expense.

6. Tents for children only may be set up for overnight usage.

Any damage caused to the property from a tent through neglect of a member will be the responsibility of the member to repair the damages. Maintenance will repair the damage at the member's expense.

7. Members are not to discard appliances, metal furniture, car batteries, tires, oil or yard waste in the dumpster.

Christmas trees are considered yard waste and should be disposed of off property. The City of Independence has provided a drop-off site in the past for Christmas trees. Please contact the City of Independence for current locations.

Any large objects that are too big for the dumpsters (mattresses, wooden and fabricated furniture, etc.) must be put out for trash pickup on Monday, Wednesday or Friday.

8. Political signs may be displayed within three (3) feet of the unit. The sign must be removed within twenty-four (24) hours following the election.

Signs should be no larger than 18 inches by 24 inches in size.

9. Maintenance personnel have the right/authority to remove or trim any plants, bushes, flowers, grasses or vegetation that do not comply with the regulations or those that may cause a safety hazard after a member has been given a written notice of ten (10) days to take care of a situation.

Members will be charged the hourly rate of the maintenance personnel for such work or materials that may occur.

10. Should Maintenance have to remove or repair any items in violation of the "Rules and Regulations," the unit member will be charged the hourly rate to resolve the problem.

Unit members **will not** be compensated for the value of items removed.

11. Rocks belong on the ground and are to be left there. Picking rocks up, moving or throwing them anywhere on the property is prohibited.

Door Prize Drawings Awarded at Open Sessions

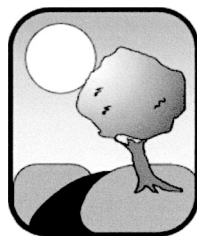
Attending open sessions of the monthly board meetings is a good way to stay informed about activities at the cooperative.

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. Lois Vickers won the door prize drawing at the March open session.

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.



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
(Newsletter/House & Grounds)

Diane Pulford
First Vice President (Education Grant)

Martha Ramcke
Secretary (House & Grounds)

Nicole Zaragoza
Treasurer (Security)
highleahsec@yahoo.com

*If you have pet complaints,
please turn them in to the office.
The House and Grounds
Committee handles only violations of
the pet waste disposal rule.*

Handy Phone Numbers

Highleah Office
816-257-0070

Maintenance Emergency
913-894-3441

Non-Emergency Police
816-325-7300

Security
911

**The dispatcher will send
an officer to Highleah*

Natural Gas Company
816-756-5252

Power & Light Service
816-325-7930

Citizens Information Center
816-325-7000

Regional Animal Shelter
21001 E. Highway 78, Independence
816.621.7722
*Hours: Noon to 8 p.m.
Tuesday through Friday
11 a.m. to 6 p.m.
Saturday and Sunday*

UTILITIES: 4/4 - 5/6
Water/Sewer: \$10,619.07

Board to meet on June 30

The monthly board meeting will be the fifth Monday in June. The meeting will begin with an open session for all members at 6 p.m.

OPEN SESSION, May 19, 2014 NEWSLETTER MINUTES

Marsha Clark, president, called the meeting to order at 6 p.m. Also present were board members Diane Pulford, first vice president, and Martha Ramcke, secretary; and Linda Thompson and Gina Zukel, cooperative representatives; Kevin McQuade, maintenance superintendent; Bryan Tims, assistant maintenance superintendent; Melva Linville, property manager, and Betsy Kilker, administrative assistant, with Linville Management Services, Inc.; and Dudley Leonard, cooperative attorney.

Roger Lane, an off-duty police officer with the Independence Police Department, also was present. Lane and other officers provide the property with security patrols.

Twelve members signed in for the open session.

Minutes of the April 21 board meeting were approved.

Gina presented the office report. In April, there were 43 statements of credit, 53 statements of charges due, two attorney referrals and 38 defaults.

The spring yard sale is May 31 and June 1. Diane said she will work with Our Father's House to pick up unsold items the charity can use on Sunday when the sale is over.

Flower beds at both the west and the east entrances have been planted.

Two units are on the market: one three-bedroom and one two-bedroom unit.

Kevin presented the maintenance superintendent's report. In April, there were 221 requests for service and 217 completed. There were two move-ins and three move-outs.

JC's Lawn Service completed three mowings and treatments of herbicide. Kevin has discussed member complaints about the quality of lawn care with

the company and expects improvement.

Nine rehabs are in various stages of completion.

Kevin presented a bid for treating termites in Buildings 22, 32, 33, 34, 35, 36, 37, 38, and 50 for a total of \$5,560. The board voted to accept the treatment costs.

Marsha opened the floor to member comments. William Green won the door prize drawing and was awarded a \$25 gift card.

The open session ended at 6:50 p.m.

Pool Rules Designed to Keep Kids Safe

Highleah allows children's plastic or inflatable swimming pools during the summer.

But members must observe the rules that are written with the safety of our children in mind. Pools can be no wider than six feet and no deeper than 12 inches.

Every day, the pool must be emptied of water and stored behind the unit. Members who leave a pool filled with water unattended are violating Highleah rules and regulations and their occupancy agreement. Violations place your membership in default.

A swimming pool full of water is a potential drowning danger to a child and can become a breeding ground for mosquitoes.



Highleah does not allow any kind of water slides.

If a pool causes damage to the property, the member is responsible for repairing the damages or for paying for the repairs by our maintenance crew.

Please observe these common-sense safety precautions. We want to keep Highleah a safe and desirable place to live.

Recycling Centers in Independence

The City of Independence operates two recycling centers.

Items accepted at the centers include paper, cardboard, paperboard, steel and aluminum cans, plastic, glass food and beverage containers, toner cartridges and dry cell batteries.

35th Street Recycling Center

13600 E. 35th St.

10 a.m. to 6 p.m. on Friday

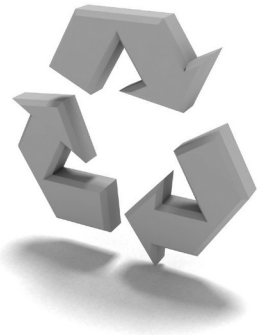
8 a.m. to 4 p.m. on Saturday

Vista Avenue Recycling Center

875 Vista Avenue

8 a.m. to 4 p.m. on Sunday

10 a.m. to 6 p.m. on Monday



Reminder to Members About Service Requests

The Maintenance Department cannot make appointments to complete requests for service on certain days and times.

Work orders are handled on a priority basis, depending on the nature of the work involved. As always, Maintenance does try to accommodate the member whenever the work load allows but as a rule, those times are very limited.

Please understand that there is a limited amount of manpower to complete the day-to-day service requests. For example, there were 217 service requests completed for the month of May.

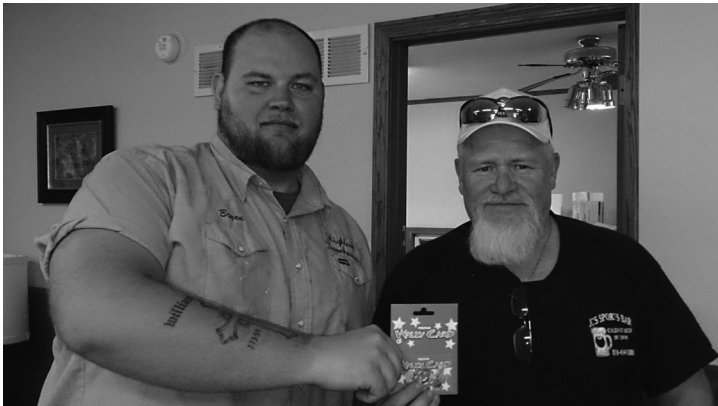
One work order may take 15 minutes to complete and the next one may end up being a two- to three-day tile job.

As a member of Highleah, you do have the right to be at home when work you have requested is done. But please understand the policy for this has always

been to take that service request in the order received and as the Maintenance schedule permits.

If a Maintenance employee arrives at the unit and you are not at home, he will continue making trips back to the unit until he can catch you at home, which may end up involving several days.

Your cooperation and understanding as always are very much appreciated. Thank you.



Bryan Tims, assistant maintenance superintendent, awards the door prize to William Green. A \$25 gift card is given to the winner of a door prize drawing during open sessions of monthly board meetings.

Office Closed July 4

The office will be closed on Friday, July 4, in observance of Independence Day.

Highleah Board of Directors wishes everyone a safe and happy 4th of July.



Yard and Common Areas

Members are allowed to have only flower beds in the front and side of their units. Members may have flower beds and gardens only in the back of their units.

Fencing around these is not to exceed twelve (12) inches in height. All flower beds and/or gardens must be designed in such a manner as to cause water drainage away from the building and NOT create a “damming” effect. No clinging vines/flowers on any building or fences.

1. Members are not allowed to have a dog house or any type of structure, including playground equipment outside their unit with the exceptions of:

- a. Lawn furniture
- b. Barbecue grills
- c. Outdoor riding toys
- d. Garden hoses

These items are allowed but must be stored in the back yards, not in the front yard overnight. Items must be stored on your patio or within the area/size of a patio authorized for your unit. These items cannot be out in the common area.

2. Front yard flower beds and shrubs are not to extend over six (6) feet from the foundation of a townhouse and must be kept free of weeds.

Back yard flower beds and vegetable gardens must extend no farther than five (5) feet from the foundation if you do not have a patio.

If you have a patio in your back yard, the flower bed/vegetable gardens cannot extend more than two (2) feet from around the patio and not extend beyond the width of your unit.

All gardens must be kept free of weeds. Flower beds can be on sides of the unit to extend no farther than three (3) feet. With prior permission from the board of directors, plants or flowers may be planted no more than two (2) feet from the base of a tree. Only plants or flowers can be planted. No vegetable gardens will be allowed in the front or sides of the units.

Ornamental grasses cannot exceed 24 inches in height. Members agree to maintain any ground cover and/or potted plants.