

### Board Adds Veterinary Verification to Vaccinations, Weight Limit

nuisances caused by poorly-controlled dogs and cats but are applicable to all animals maintained on the property.

I have read and agreed to abide by all Highleah Pet Rules and Regulations.

Member's Signature \_\_\_\_\_ Date \_\_\_\_\_

I have not had my pet privileges revoked and I understand that if it is found that my pet privileges have been revoked and have not been reinstated by the Board of Directors, I will remove the pet immediately.

Member's Signature \_\_\_\_\_ Date \_\_\_\_\_

## Summer Fun for Highleah families

Board member, Angie Dyer, has planned activities and events for everyone to enjoy this summer.

### Wednesday Wake up and Walk: 8:30 a.m.

**Wednesdays** -- Meet at the front office to walk the neighborhood.

**Kickball for Kids: 10 a.m. on Saturday, June 27** -- Neighborhood kickball in the field next to the basketball court.

**Under the Stars: 8:45 p.m. on Friday, July 31** -- Outdoor family-friendly movie night. Bring a lawn chair or blanket and meet on patio area behind the office.

**Arts and Crafts: 10 a.m. to noon on Saturday, August 8** -- Craft day at the office.

### Doggie Waste Disposal Bags Available On-Site

Pet waste clean-up reminder signs and stations with disposal bags have been posted on the property.

We hope to encourage all members to clean up after their pets and keep the grounds neat and clean for everyone to enjoy.

Those who fail to abide by the rule so are sent a notice and given 24 hours to clean up.

Highleah pet rules state: **“7. All pet feces must be cleaned up immediately anywhere at all times when the pet is outside the unit on the cooperative grounds. Pet waste must be placed in a plastic bag and disposed of in a proper trash receptacle.”**

Pet waste is considered unsanitary and annoying to members of all ages who enjoy our grounds. A recent U.S. Geological Survey study of streams and creeks in the Kansas City region showed that bacteria from pet waste is the source of about 25 percent of the bacteria in local waterways.

When pet waste is disposed of improperly, water quality isn't the only thing that suffer your health may be at risk, too. Adults working in their gardens, children playing outside and family pets are at risk for infection from some of the bacteria and parasites found in pet waste.

Complying with Highleah pet waste rules is now easier than ever. Not complying, however, can get expensive.

If pet owners don't comply, maintenance then is dispatched to clean up and members are charged.

Members who refuse to comply with the pet waste rule place their Occupancy Agreements in jeopardy.

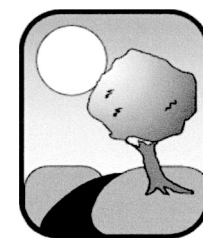
### Resumes Accepted for Board Vacancy

We are in need of a board member for Highleah Townhouses, Inc.

The bylaws state that the board of directors shall consist of five members.

The board has the responsibility to select someone to fill this vacancy until the next Annual Meeting.

If you are interested in volunteering your time and energy to help your community, please submit a resume to the on-site office staff.



# Highleah Highlights

2001 Pembroke Crescent West Independence, MO 64057

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

#### Board of Directors

Martha Ramcke  
*President (Elected 2013)*

Diane Pulford  
*Secretary (Elected 2013)*

Andrea Thompson  
*Treasurer (Elected 2014)*

Angie Dyer  
*(Appointed 2015)*

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: 4/3 - 5/4**  
Water/Sewer: \$11,113.61

### BOARD MEETING, May 18, 2015 NEWSLETTER MINUTES

#### OPEN SESSION

Diane Pulford, secretary, welcomed members and called the open session to order at 6:05 p.m. Also present were Andrea Thompson, treasurer, and Angie Dyer.

Others attending were Gina Zukel and Linda Thompson, cooperative representatives; Kevin McQuade, maintenance superintendent; Dudley Leonard, cooperative attorney; Carmen Detherage, comptroller, and Betsy Kilker, administrative assistant, with Linville Management Services, Inc.

Kevin gave the maintenance superintendent's report.

In March, 204 requests for service were received and 183 were completed. There were two move-ins and four move-outs.

JC's Lawn Service completed four mowings in April and finished spring gutter cleaning and leaf clean-up. Herbicide spray and crabgrass pre-emergence and fertilizer were applied to all grass areas.

Gina presented the on-site manager's report. In April, there were 44 defaults, 35 statements of credit, 29 statements of charges due, one attorney referral, one installation permit received and approved, six exterminations, four animal violations and two yard/common area violations. All units are sold.

Diane opened the floor to member comments.

Brenda Hallmon won the door prize drawing, a \$25 gift card. The open session ended at 6:30 p.m.

### Off-Duty Police Patrol Property

The security provider for Highleah is off-duty officers from the Independence Police Department.

The officers will be driving marked police vehicles when they are on our property. They will enforce all city ordinances and state laws as well as our Rules and Regulations.

If you are in need of assistance from the police, please dial the emergency number: 9-1-1. If it is not an emergency but you still need assistance from the police, dial 325-7300.

If the police are on the property, the response time should be less than three minutes. If they are not currently on the property, the response time could be much longer because emergencies take priority in the city.

## Free Grass Seed for Members

Grass seed is free to members who want to plant grass in bare areas in their lawn.

Please bring a bag or a container with you to the office to pick up the seed.

Maintenance superintendent Kevin McQuade recommends putting the grass seed in the freezer 24 hours before planting. Then, sow the seed and water it.

## Please Use Water Wisely

Water is provided for normal use.

Summer water usage is limited to filling a wading pool and watering grass, shrubs and flowers.

Please do not turn your sprinklers on longer than necessary. Excessive watering raises carrying charges for everyone.

Our most recent water bill was \$11,113.61.

## Door Prize Drawings Awarded at Open Sessions



Brenda Hallmon accepts the door prize drawing, a \$25 gift card, from board member Angie Dyer.

Brenda won the card at the open session of the May meeting.

## New Rule for Improvements

At the May 18, 2015, meeting, the board expanded the requirements for improvements to units.

The new rule is "Members may upgrade to current Highleah standards with an approved installation/alteration permit and by using the approved payment plan."

## Help Keep Our Co-Op a Safe, Clean Play to Play, Live

Warmer weather and the end of the school year mean more children will be playing on the Highleah grounds.

You may have noticed the large green electrical boxes throughout the complex.

Please take time to instruct your children that they are not to play around, on or in these boxes and not to tamper with the locks that are on them.

Severe injury can result and that's the last thing any of us would want for our kids.

### POOL RULES

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 the Occupancy Agreement they signed when they moved in. 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.

### OTHER REMINDERS

Please remember that children are to be supervised when outside.

If your children are walking the dog, they need to be advised to clean up after the pet, too.

Observe the speed limit of 15 m.p.h. and make sure your children are buckled safely in their own seats inside the car and not riding on your laps.

Do not park on the sidewalk.

## Board Adds Veterinary Verification to Vaccinations, Weight Limit

At the May 18, 2015, meeting, the board voted to clarify the rules requiring current vaccinations and restricting the weight limit on dogs.

Added to the section on *Pet Privileges* was this sentence: "You must provide veterinary verification of vaccinations and weight." Here are all the rules.

### Pet Rules and Regulations of Highleah Townhouses, Inc.

All members must file a statement whether or not the member has a pet on the premises at the time of move-in and every year at the time of recertification.

#### DEFINITIONS

**Control:** A pet shall be deemed to be under control of a responsible person when that person can observe and take effective corrective action to prevent nuisance or harm to people, animals or property.

**Owner:** Shall mean any person residing in the community who keeps or harbors a pet.

**Pet:** Any non-human creature maintained in the community.

#### REGISTRATION

All pets kept on the premises must be registered with the Cooperative Office within 10 days after move-in or acquisition of the pet.

The following forms are required to complete the registration.

1. Pet registration form
2. Signed Pet Rules and Regulations form
3. Proof of current vaccinations in accordance with City of Independence animal ordinances
4. Current weight of the pet
5. Current photo of the pet
6. Written proof of spaying or neutering
7. A one-time, nonrefundable fee of \$50 per pet

#### PET PRIVILEGES

Pet owners may have two (2) dogs, two (2) cats or one (1) dog and one (1) cat per household. Any of the following also are allowed:

- a. One (1) aquarium up to 50 gallons for fish. Members will be responsible for any water damage to the unit from the aquarium.
- b. Two (2) birds in cages kept indoors inside the unit.
- c. Two (2) hamsters or gerbils kept indoors inside the unit.

1. Any pet not listed here is considered to be unauthorized and not allowed. The cooperative reserves the right to refuse pets having the propensity to injure including but not limited to the following dog breeds: American pit bull terrier, American Staffordshire terrier, Staffordshire bull terrier, Chows, Akitas, Rottweilers, Dobermans or any mix thereof. No pets for breeding purposes shall be kept on Highleah

Townhouses, Inc. property.

2. The maximum weight allowed for a dog at full growth is 50 pounds. You must provide veterinary verification of vaccinations and weight.
3. All cats and dogs will be vaccinated annually or as recommended by a veterinarian in accordance with the rules of Highleah and the ordinances of the City of Independence. Verification must be submitted to the Cooperative Office within 10 days.
4. Visiting pets are not allowed.
5. Pets will not be allowed to make unreasonable noise.
6. No pet, cat or dog is allowed to run loose on the cooperative grounds at any time. All pets, cats and dogs must be on a lead and under the control of a responsible person when on cooperative grounds.
7. All pet feces must be cleaned up immediately anywhere at all times when the pet is outside the unit on the cooperative grounds. Pet waste must be placed in a plastic bag and disposed of in a proper trash receptacle.
8. Tie-outs used to restrain pets outside units cannot exceed six (6) feet in length. Pets are not allowed to be tied or attached in any way to trees. Owners must clean up immediately the areas where pets have been restrained.
9. No restrained pet is to be left unattended after 10 p.m. or before 7 a.m. Pets cannot be left outside longer than two (2) hours at any time.
10. Any pet that attacks or bites a person or another animal will be removed from the premises by an Animal Control Officer, licensed veterinarian, health or police officer in accordance with Independence City Code.
11. Pet owners are responsible for damage to the cooperative grounds and structures including the inside and outside of their units. The member will be charged for repairs including materials and labor in accordance with the Occupancy Agreement.
12. All pet complaints must be in writing, signed by a member or employee and given to the Cooperative Office. The board responds only to written complaints signed by a member or employee.
13. Members receiving notice on three (3) separate occasions of a violation of any of these rules within a 12-month period will be in jeopardy of losing their pet privileges. The member will be called before the Board of Directors for a grievance hearing to discuss the violation.

Members who have their pet privileges revoked must wait two (2) years from the date of revocation before applying to have the privileges reinstated by the Board of Directors. If a member's pet privileges are revoked a second time, the privileges will remain revoked indefinitely.

Any member accepting the duties of pet ownership by registering a pet will be required to abide by all Highleah Townhouses, Inc.'s pet rules and regulations and the Independence, Mo., ordinances concerning pet ownership.

These regulations are specifically directed to eliminating