

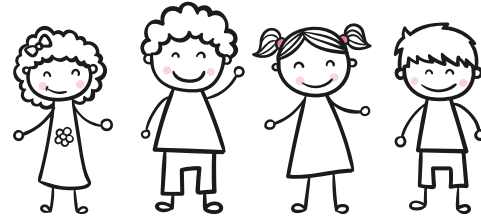
Help Keep Our Co-Op a Safe, Clean Place to Play, Live

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.

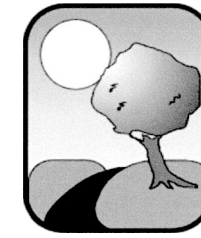
OTHER REMINDERS:

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.



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 2016)

Andrea Thompson
Vice President (Elected 2014)

Tina Windhausen
Treasurer (Elected 2015)

Jordan Baze
Secretary (Elected 2015)

Diane Pulford
(Elected 2016)

If you have pet complaints,
please turn them in to the office.

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
913-808-3372
Hours: Noon to 7 p.m. Tuesday through Friday
11 a.m. to 6 p.m. Saturday and Sunday

UTILITIES: 4/11 - 5/10
Water/Sewer: \$11,999.97

Changes to Units Require Approval, Permit

Improvements or physical changes to the exterior or interior of a townhouse must be pre-approved.

An Installation/Alteration Permit must be completed, submitted to the office and approved before any work begins.

When approved alterations are completed, the work must be inspected by the maintenance superintendent.

An improvement is defined as any permanently affixed addition or enhancement made to a unit which was not originally in the unit and which changes the structure or the appearance of the unit in some way.

A permit also applies to the installation and use of security alarms in units.

Security alarms are considered improvements. Members are required to submit an installation/alteration permit before an alarm system is installed.

The office must have your alarm code to allow maintenance to enter the unit in the event of an emergency.

For maintenance to handle work orders during work-hours, members must disarm the alarm system or submit to the office a maintenance code for the alarm.

Highleah Graduating Senior Receives Education Grant

London Bales, 18, was awarded a \$1,000 education grant at the May open session.

The grant is a combined award of \$500 from Highleah Townhouses, Inc., and \$500 from Linville Management Services, Inc.

He is the son of Wendy Katamura and has lived at the cooperative since he was six years old.

London was selected based on an application and essay. He is a May graduate of William Chrisman High School and will be a freshman at the University of Missouri.

He plans to major in biology and then apply to dental school.

At William Chrisman, London was a member of Scholar Bowl and National Honor Society, earned a 4.0 grade-point average and ranked in the top 50 in the Class of 2017. He was also an Eagle Scout with Troop 223.

His college career begins this month with two eight-week courses on the campus in Columbia. London will take a class in biology and a class in sociology as part of a Summer Transition Program.

The grant is awarded annually to a Highleah high school graduate who will attend an accredited college, university or trade school in the summer or fall. To qualify, students and their family members must be in good standing at Highleah.

Applications and essays were reviewed by a selection committee chaired by board member Diane Pulford.



London Bales won Highleah's education grant of \$1,000. He is shown with board member Diane Pulford and with his mother Wendy Katamura at the May board meeting.

BOARD MEETING, May 15, 2017 NEWSLETTER MINUTES

Board members present: Martha Ramcke, president; Andrea Thompson, vice president; Tina Windhausen, treasurer; Jordan Baze, secretary; and Diane Pulford

Staff present: Gina Zukel, office manager, and Kevin McQuade, maintenance superintendent

Also attending: Dudley Leonard, cooperative attorney, and Betsy Kilker, administrative assistant with Linville Management Services, Inc.

Martha called the meeting to order at 3:30 p.m.

Minutes of the April 17 board meeting were approved.

Open Session

Nine members signed in. Martha welcomed them and called the session to order at 6:05 p.m.

She reminded members that the next board meeting is June 19 and that the office will be closed May 29 in observance of Memorial Day.

Gina gave the office report.

There have been 27 statements of credit, 30 statements of charges due, two attorney referrals, one eviction in process and 37 defaults. One installation permit has been received and approved.

There have been one extermination, nine animal violations and six vehicle violations.

Two two-bedroom units are on the market.

Kevin presented the maintenance report.

In March, there were 180 requests for service received and 176 completed. There were two move-ins and three move-outs. Five rehabs are underway.

Palmer Lawn Professionals mowed four times.

Cast iron was replaced in three units in Building #26 for a cost of \$10,110.

Diane announced that London Bales is the recipient of the education grant of \$1,000. He is a graduating senior at William Chrisman.

Martha opened the floor to member comments.

Chris Lopez won the door prize drawing.

The open session ended at 6:15 p.m.

CALL BEFORE DIGGING

Before planting on the property, members are reminded to call 1-800-344-7483 to assure that the proposed planting site does not interfere with underground or overhead gas, electric, telephone or cable television lines.

Digging refers to members who are tilling a garden, planting a tree or installing a patio.



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 \$11,999.97.

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.



MEMBERS ASKED TO REPORT SUSPICIOUS ACTIVITIES

Whenever you see suspicious activities or persons on Highleah property, please call the Independence Police Department at 9-1-1.

Responding to and investigating all citizen concerns are what the police do. You can help prevent crime by being alert to strangers on the property and questionable behavior. To keep the cooperative safe for all of us, report your concerns to the police.

Security patrols for Highleah are off-duty Independence police officers. They respond to all calls and file reports. The nightly reports are turned in to the Highleah office the next day.

Having this kind of documentation keeps management and the board aware of incidents and helps determine whether additional action is necessary.

For non-emergency calls to the police, call 816-325-7300.



Outdoor Play Areas for Members to Enjoy

Playgrounds and outdoor common areas are provided for members to use and enjoy.

Please play on the swings, slides and other recreational equipment safely and appropriately. Any damage caused by members to the equipment or to the play area will be repaired and costs charged to the member's account.



The cooperative is not responsible for the safety of anyone on the playgrounds or in the common areas.

Pets are not allowed inside the playground area. Please refrain from throwing rocks, mulch, gravel or dirt anywhere on the property.



Board member Jordan Baze awards the door prize to Chris Lopez at the May board meeting.

..... **Reminder**

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

A stylized illustration of fireworks exploding, with several lines radiating from a central point and small starburst shapes.

FOR SALE

A set of hunter green and dark cream gingham kitchen valances. In good condition. Enough valances to fit the small kitchen window and enough to gather and look full across the sliding glass doors. \$20. Please call 816-257-4991.