



# 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: 3/5 - 4/3**  
Water/Sewer: \$10,272.03

## BOARD MEETING, April 20, 2015 NEWSLETTER MINUTES

Martha Ramcke, president, called the board meeting to order at 3:40 p.m. Also present were DeeDee Swanson, second vice president; Andrea Thompson, treasurer; and Angie Dyer.

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

Minutes of the March 16 board meeting were approved unanimously.

## OPEN SESSION

Martha Ramcke, president, welcomed members and called the open session to order at 6 p.m.

Martha reminded members that the next board meeting is May 18.

Gina presented the on-site manager's report. In March, there were 37 defaults, three installation permits approved, three exterminations, one reasonable accommodation and five animal violations.

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

The yard sale will be May 15 and 16. Members are encouraged to donate what doesn't sell to area thrift stores.

Fire extinguishers are available in the office for \$5.

Kevin gave the maintenance superintendent's report. In March, there were 199 requests for service and 162 were completed. There have been three move-ins and five move-outs.

JC's Lawn Service completed spring gutter cleaning and is in the process of spring leaf clean-up.

Grass seed is available for members at the office. Six rehabs are underway.

Yard waste must be placed in yard waste bags and left by the maintenance door.

Angie reported on events and activities.

8:30 a.m. Wednesdays -- Meet at the front office to walk the neighborhood.

11 a.m. to 1 p.m. on Saturday, May 23 -- Bring your own picnic and blanket and meet your neighbors in the patio area behind the office.

10 a.m. on Saturday, June 27 -- Neighborhood kickball in the field next to the basketball court.

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.

10 a.m. to noon on Saturday, August 8 -- Craft day at the office.

Martha opened the floor to member comments.

Krystina Reese won the door prize drawing, a \$25 gift card.

The meeting was adjourned at 6:25 p.m.

## How to teach children about fire safety, prevention

Children of all ages set more than 35,000 fires annually, according to the U.S. Fire Administration.

More than \$200 million worth of property is destroyed in these fires and about 150 people die.

In an effort to prevent injuries, fatalities and property damage, the USFA urges parents to educate their children about the nature of fire: fire can be fast, hot, dark and deadly.

Here are some tips.

- Keep matches and lighters in a secured drawer or cabinet.
- Encourage your children to tell you when they find matches and lighters.
- Develop a home fire escape plan. Practice it with your children and designate a meeting place outside.
- Supervise young children closely.
- Teach children that fire is a tool, not a toy.
- Show children how to stop, drop to the ground and roll if their clothes catch fire.
- Show children how to crawl low on the floor, below the smoke, to get out of the house and stay out in the case of fire.
- Teach children not to hide from fire fighters.

For more information, go to [www.usfa.fema.gov](http://www.usfa.fema.gov), the Web site of the U.S. Fire Administration.

## Fire extinguishers for sale

Residential fire extinguishers can be purchased for \$5 at the on-site office.

The extinguishers are all steel and all purpose and weigh 2.5 pounds.

## New Rule for Patio Furniture

The board considered specifications for outdoor deck storage boxes and approved an addition to the rules.

“Outdoor deck storage boxes can be placed only on patios and can be no wider than 60 inches, no higher than 36 inches and no deeper than 25 inches. The storage boxes must be no closer than two feet to the air conditioning condenser unit.”

## For Sale

**Perfectly Posh Products**  
**Tonee Schwartz, Independent Consultant**  
**816.674.6403**  
**[www.perfectlyposh.com/toneschwartz](http://www.perfectlyposh.com/toneschwartz)**

## Please clean up after your pet

Whether rain, snow, sleet or hail, pet owners are expected to clean up after their pets in all weather.

All pet waste 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.

Highleah pet rules state: “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 easy and no more costly than a plastic bag. Not complying, however, could place your Occupancy Agreement in jeopardy.

## Tips From the Toolshed

### YARD WASTE

The Highleah maintenance staff wants to remind members that yard waste needs to be placed in bags designed to hold yard waste.

You may place the bags by the maintenance door.

### GRASS SEED

Grass seed is available for members who want to plant grass in bare areas in their lawns. 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 it. Then, sow the seed and water it.

Please come to the clubhouse between 8 a.m. and 4 p.m. on Saturday, May 16, during the Highleah yard sale. Tonee will have the Perfectly Posh products available.

# Yard and Common Areas

Here are the other yard and common areas rules.

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.

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

4. A trellis is allowed only 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.

## Reminder

The office will be closed on Monday, May 25, in observance of Memorial Day.

# 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.

**Pre-Memorial Day Picnic: 11 a.m. to 1 p.m. on Saturday, May 23** -- Bring your own picnic and blanket and meet your neighbors in the patio area behind the office.

**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.

## Resumes accepted for board vacancy

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

DeeDee Swanson's last board meeting was in April. The board acknowledges with gratitude DeeDee's service to our cooperative, which began in September of 2014 when she was elected. She has been a member of Highleah since 2012.

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.

## Door Prize Drawings Awarded at Open Sessions



DeeDee Swanson presents a \$25 gift card to Krystina Reese, winner of the door prize drawing, during the April open session.

All members who attend the open session are eligible for the door prize drawing.

The winning member's ticket is drawn at the end of the open session -- and you must be present to win.

Open sessions start at 6 p.m.

## Spring Yard Sale Slated for May 15 and 16



Look for bargains  
throughout the  
cooperative all day  
on Friday, May 15,  
Saturday, May 16.

Those are the dates  
for the Highleah spring  
yard sale.

## Quik Cash

**Wendi Jones**, branch manager  
2221 N. Highway 291  
Independence, MO 64055

**816.257.5555**

fax: 816.257.5886

Payday Loans \* Installment Loans \* Title Loans

*Over 25 years of respect,  
integrity, service and excellence*