

# July 2020



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Carrying Charges Due	2	3	4 Happy 4th of July
5	6	7	8	9	10	11
12 Late Charges	13	14	15	16	17	18
19	20 Board Meeting	21	22	23	24 Attorney Referrals	25
26	27	28	29	30	31	

# Highleah Highlights

# JULY 2020



Highleah Office: 816-257-0070  
 Maintenance Emergency: 913-894-3441  
 Metro Public Safety: 816-436-0401  
 Web-site: [Highleah.com](http://Highleah.com)  
 Gas Service: 816-756-5252  
 Power and Light: 816-325-7930  
 Animal Shelter: 816-325-7207

**Highleah Townhouses, Inc.**

**June 15, 2020**

**Board Meeting**

**NEWSLETTER MINUTES**

**Board members present:** Shaunn Flannery, president; Kathleen Hill, vice president; Jane Leonard, secretary; Samantha Hankins, treasurer; and Donna Cates

**Staff present:** Andria Knapp, on-site manager, and Kevin McQuade, maintenance superintendent

**Also attending:** Brad Constance, cooperative attorney, and Betsy Kilker, regional manager for Tailor Made Property Services

**Guest:** Chase Watts, owner of State Public Safety

Shaunn called the meeting to order at 4:30 p.m.

**Security presentation**

Chase Watts, owner of State Public Safety, discussed the security patrol services his company offers and answered questions about his company and the services. He left at 5:10 p.m.

**Minutes**

The board approved minutes of the May 18 board meeting.

**Open Session**

The board moved to the patio for the open session and 20 some members were present.

Shaunn called the meeting to order at 6:05 p.m.

**Next board meeting**

The next board meeting is July 20.

**Managing agent update**

Betsy presented the Tailor Made Property Services report for May.

Two applications were approved and one is pending.

Processed in accounts payable was \$150,858.09.

**Office report**

Andria presented the office report.

There have been 29 statements of credit, 28 statements of charges due, one abandoned unit and 45 notices to pay.



With 4th of July approaching this is a reminder of the city ordinances. We have already had several calls to the office regarding misuse of fireworks. Please follow the rules and please play safely.

In the City of Independence,

“The use of Division 1.4G fireworks within the City limits shall only be permitted on July 3 and July 5 of each year between the hours of 10:00 a.m. and 11:00 p.m., on July 4 of each year between the hours of 10:00 a.m. and midnight.”

Also, it’s illegal “for any person under the age of sixteen (16) years, unless under the supervision of a parent or guardian, to possess or discharge Division 1.4G fireworks within the City limits.”

Keep in mind, not all fireworks are legal!

**It is unlawful to possess, store, handle, or use the following fireworks within the City:**

**Bottle rockets, aerial missile, or similar devices**

**Sparkler bombs**

**Altered or combined fireworks**

**“Sky Lanterns”**

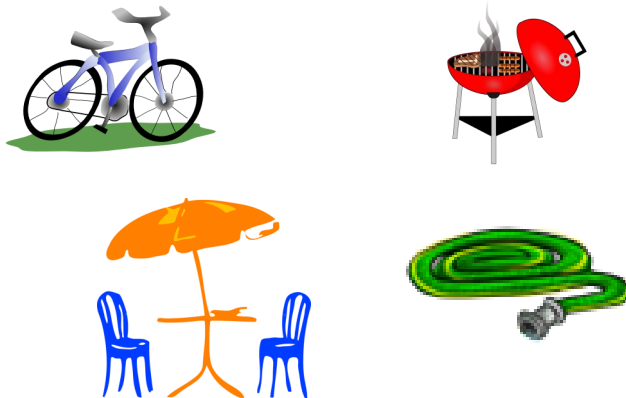


## Yard And Common Areas

Trampolines are not allowed.

Members are not allowed to have any type of structure, including playground equipment outside their unit with the exception of:

- Lawn furniture
- Barbecue grills
- Outdoor riding toys
- Garden hoses
- Fire pits



These items are allowed but must be stored in the back yards overnight or when not in use. If storing overnight or set up for use in the back yard, they must be within the area size of a patio authorized for your unit. These items cannot be in the common area. Overnight is defined as from the evening of one day until the morning of the next day.

Six installation permits were received and approved.

Currently, five two-bedroom units and four three-bedroom units are available. Two applications are pending.

Nineteen notices were sent about violations involving animals, vehicles, peaceable possession, yard/common area and housekeeping.

### **Maintenance summary**

Kevin reviewed the maintenance report.

In May, 142 service requests were received and 134 completed. There were three move-outs and one move-in.

Palmer Lawn Professionals mowed three times.

Thirteen rehabs are underway.

### **Member comments**

Shaunn opened the floor to member comments.

Squirrels, surcharges, security patrol concerns and parking issues were discussed.

### **Door prize drawing**

Ruth Castillo won the door prize drawing.

The open session ended at 7:20 p.m. The board moved into closed session



Kathleen, Board Secretary  
Ruth, Member

# Message From your Board President

Hello Everyone,

We had a great turn out at the last board meeting. We appreciate seeing so many people from our community, and they had some great questions to ask!

Here is a follow-up on questions that were asked:

1) Where do your carrying charges go?

The breakdown is, 38% maintenance, 7% utilities, 12% professional services, 8% Office/admin expenses, 12% mortgage, 5% reserves, 1% assets, 13% insurance, and 4% taxes.

2) The surcharge has ended as of June 1, 2020. With the removal of HUD language in the By-Laws in 2019 this program was removed.

3) The grass and sidewalk between the fence and 23<sup>rd</sup> St./78 Hwy is the responsibility of the State Highway.

4) The curfews for the property are in the rules & regulations. If minors are seen/reported in writing to the office, as to whom the minors are, notices can be sent to the household member regarding the curfew. Members may also call security or the police when witnessing issues.

5) Squirrels- We are working on solutions, more information to follow.

6) On a standard move out, what is covered by the outgoing member? The members are required to cover painting, cleaning, and any repairs needed due to misuse or abuse.

Page: 4

Cont.

I hope this helps answer the questions from our meeting. We look forward to seeing everyone at next month's meeting, Monday, July 20, 2020.

I do ask that everyone is considerate of others during your 4<sup>th</sup> of July celebrations.

Thank you all,

Shaunn Flannery

## OFFICE NEWS

Compassion Ministries of Greater Kansas City will be here on Tuesday, July 7<sup>th</sup> to hand out produce boxes for anyone who would like to come by and pick one up. They will be on a first come first serve basis and will be here at office around noon.



Pure local honey for sale,  
and delivery is FREE!  
Text me at 816-965-3589

Page: 5