







July 2022

Sun Mon Tue Wed Thu Fri Sat

					1 Carrying Charges Due	2
3		5	6	7	8	9
10	11 Late Charges	12	13	14 	15	16
17	18 Board Mtg 6:00pm	19	20 	21	22 Attorney Referrals 8:00am Friday Morning	23
24	25	26	27	28	29	30
31						



Highleah Highlights

Highleah Office: 816-257-0070

Website: Highleah.com

Board Email: htbod@highleah.com

Maintenance Emergency: 913-894-3441

Independence Police non emergency: 816-325-7300

Gas Service: 816-756-5252

Power and Light: 816-325-7930

Animal Shelter: 816-325-7207



Highleah Townhouses, Inc.

June 20, 2022

Board Meeting



NEWSLETTER MINUTES

Board members present: Jane Leonard, president; Kathleen Hill, vice president; Donna Cates, secretary; Jon Jordan, treasurer; and Dave Johnson

Staff present: Andria Knapp, on-site manager; Linda Thompson, assistant manager; and Kevin McQuade, maintenance superintendent

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

Jane called the meeting to order at 4:35 p.m.

Minutes

The board approved the minutes of the May 16 board meeting.

Open Session

Twelve members signed in for the open session at 6 p.m. in the clubhouse. Jane welcomed them and introduced Dave Johnson as a new board member.

Office update

Andria presented the office report.

There have been 37 statements of credit, 15 statements of charges due and 43 notices to pay.

One reasonable accommodation request was received. Six installation/alteration permits were approved. Eight exterminations were performed.

Notices were sent about violations involving animals, housekeeping, vehicles, peaceable possession, yard/common area and general household miscellaneous.

Two two-bedroom units are on the market.

Maintenance summary

Kevin reviewed the maintenance report.

In May, 149 service requests were received and 134 completed. There were three move-ins and one move-out.

From



Mowing

The new mowers have started. Please keep in mind it is a 2 day process. Be patient with them. If you have a concern or complaint contact the office so we can let the maintenance superintendent handle them. **DO NOT** confront or yell at the mowers directly.

Garden areas still seem to be such a problem. They are your responsibility to keep clean and weeded. If you do not want to maintain a garden area then you need to take up any garden stones or borders and clean the area. Then the lawn crew can weed eat going forward. If you have plants that have no border around them of any kind and they get mowed over, it is not the mowers fault and will not be addressed by Highleah. Lawn furniture and other outdoor items need to be up next to the building and out of the way for mowing days. Dog leashes need to be picked up out of the yards and not left strung across the grass.



OFFICE NEWS

Fireworks

Please read the enclosed pamphlet regarding fireworks and the use of fireworks.



Annual Meeting

Highleah's annual meeting will be held on Tuesday September 20, 2022. We will have 2 board positions up for re-election. If you or anyone you know are interested in running for a board position please submit a resume to the office or by email to linda@highleah.com. Please submit by July 25th. It will be printed in upcoming newsletters. This is a volunteer position and requires only a few hours of your time monthly.



Ten rehabs are in various stages of completion.

During May, Next Level Lawn Care completed three full mowings and a partial mowing. On Wednesday, a new lawn service starts. Any complaints about the lawn crew should be directed to maintenance or to the office, not to those mowing the grounds.

The maintenance department is looking to hire three employees.

Tailor Made Property Services

Betsy presented the managing agent's report for May 17 through June 19, 2022.

One application was approved. Two final statements were completed.

Processed in accounts payable was \$214,020.37.

Jane opened the floor to member comments.

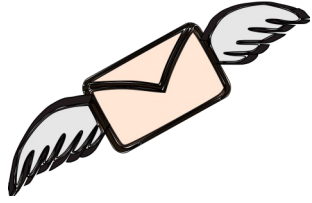
Door prize

Kim West won the door prize drawing. The open session ended at 7:50 p.m. and the meeting was adjourned.



Board Member: Dave

Member: Kim



Message From your Board President

Happy 4th of July Highleah members!

Seeing the mowers was a welcomed sight! The Board would like to thank everyone for their patience during this past month of lawn drama. Please remember while we are working with the new company if you have any issues take them to Kevin to handle, and don't approach the mowing crew. Please pick up all dog chains for the mowers and move items closer to the building so things can get mowed nicely. And things also need to be moved for the guys to weed eat too.

For those interested, there is a Food Pantry on Saturday, July 16th at Eastside Baptist Church that starts @ 7 am, go early.

We discussed at the past board meeting looking into Neighborhood Watch. I am awaiting information from the IPD which I hope to have by the next meeting on July 18 th.

PLEASE BE CAUTIOUS WITH FIREWORKS AND BE COURTEOUS OF YOUR NEIGHBORS. Clean up any mess made in our streets by the morning of July 5th.

Sincerely,
Jane BOD



Good Neighbor Nomination

Do you have a neighbor that has gone above and beyond? Is there someone you know that goes out of their way to help others? If so, we would love for you to consider nominating them for our good neighbor award! We want to recognize individuals that strive to make our community a better place to live! They could win a \$25.00 credit on their account!

Fill out the form below and turn it in to the office. The board will re-view the submissions and vote on a "good neighbor" to be honored each month at the open session of the board meetings.

Submitting member's name:

Submitting member's address:

Submitting member's phone number:

Name of the member you are nominating:

Address of the member you are nominating (if known)

Reason you are nominating this member:

