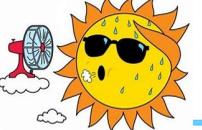
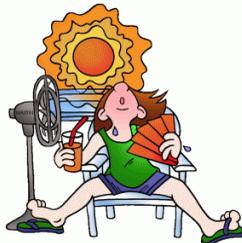




Sun Mon Tue Wed Thu Fri Sat

	1 Carrying Charges Due	2	3	4	5	
6	7	8 	9	10	11 Late Charges	
13	14	15	16	17	18 	
20 	21 Board Meeting 6:00pm Monday	22 Attorney Referrals 8:00am Tuesday	23	24	25	26
27	28	29	30	31 		



2023

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.

July 17, 2023

Board Meeting

NEWSLETTER MINUTES



Board members present: Jane Leonard, president; Jon Jordan, treasurer; Donna Cates, secretary; and Sharon Conn

Board member absent: Kathleen Hill, vice president

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

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

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

Minutes

The board approved the minutes of the June 19 board meeting.

Open Session

Fourteen members signed in for the open session at 6 p.m. in the clubhouse.

Jane welcomed them.

Next board meeting

The next board meeting is August 21.

Office updates

Katrina presented the office report.

Since the last board meeting, there have been 38 statements of credit, 19 statements of charges due, one attorney referral, 57 notices to pay, two installation permits approved and six exterminations.

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

Maintenance summary

Kevin reviewed the maintenance report.

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CLEAN
Service LLC
Yina Rivera
Professional & Reliable
Residential, Commercial, and Office Cleaning
(816) 715-5803



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and delivery is FREE!
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Also featuring scented candles, lotion bars, shower steamers, bath bombs and lip balm.

Amanda McMahon
She Made Beauty

816-225-6797

SheMadeBeauty@gmail.com



We have some new faces in maintenance.
We would like you to meet Steve and Shawn.



Steve



Shawn



In June, 160 service requests were received and 144 completed. There were two move-ins and one move-out.

Eight rehabs are in various stages of completion.

Fine Lines Lawn & Irrigation mowed the grass five time, applied herbicide and granular fertilizer and sprayed weeds on hard services.

Mike's tree service trimmed four trees: two were growing against the building and two were full of dead wood.

Two new roofs will be installed.

Tailor Made Property Services

Betsy presented the managing agent's report for June.

Three applications were approved.

Three final statements were completed.

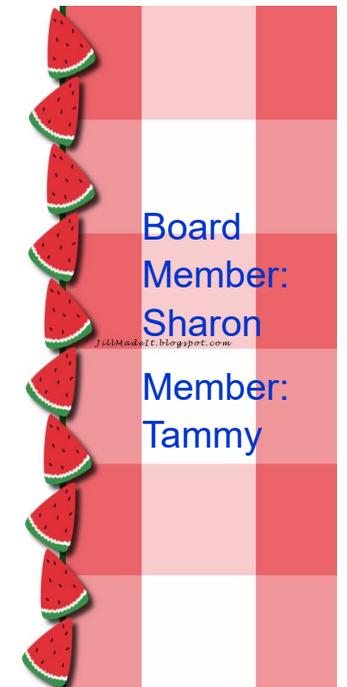
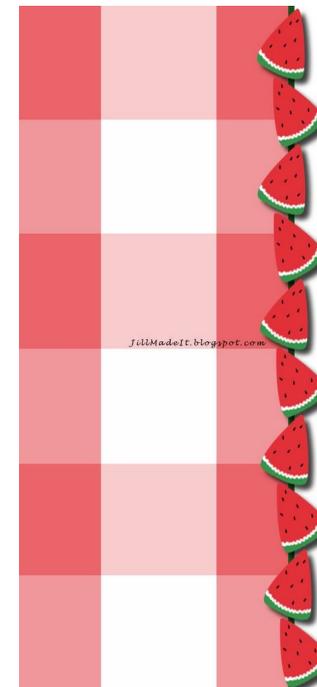
Processed in accounts payable for June was \$329,373.65.

Jane opened the floor to member comments.

Door prize

Tammy Sutherland won the door prize drawing.

The open session ended at 6:40 p.m. The board met in closed session and the meeting was adjourned at 7:15 p.m.



Board
Member:
Sharon

Member:
Tammy



Message From your Board President

Summer will soon be over Highleah members, but until then please watch out for the kiddos who are still out playing! We have some smaller children who continue to ride bikes in unsafe places. Have your kiddos pick up their trash and toys. Toys that are found in the street by maintenance or anyone else could possibly be put in a dumpster, they could be pricey for you to replace so remind kids to pick them up.

Weeds and mowing – need to move your cars back from the curb about 2 feet on the mowing days or you could miss mowing between your car and the building. And if your driveway cracks are covered with weeds, your car may have blocked spraying that’s why you still have them.

We missed the opportunity for a spring/summer flower garden contest so read your newsletter for a FALL CONTEST.

Watch for the fall to be a busier time for our maintenance guys, they have trees to work on, buildings to clean and paint, and concrete work to be done.

September 19th is our annual meeting, time TBD. We have 2 board positions open so if you would like to be part of the board please send a resume to the office or email it to htbod@highleah.com

Be kind to your neighbor, wave, and say hello. We have new people moving in within the next few months.

Jane, BOD



Summer Search

D R P S U N T A N I C E C R E A M
 Z F C H U S U N B U R N F N J E N
 Y I A H G H B O A T C O U S U G B
 W R U E F F I S H I N G O I N L E
 M K G U T I B I K I N I C W E O A
 N Q U B E E W A T E R M E L O N C
 A N S W I M M I N G J L W G B B H
 Y Q T A C I P Q T O U Q N J D O H
 V R N N G X S G T W L X X G R L Y
 A L T F C M F Q D P Y S D A P C D
 C O L O A O A X G C M A I T P C E
 A T W S M S N S U N G L A S S E S
 T I O H P Q F X D F T E N T P X L
 I O V O I U I W Q K R H O T B M C
 O N J R N I M U F F H L K G L R W
 N Z R T G T X J Z K L H A T X Z T
 B K N S V O Q W J V X X R D W E B

August

beach

bikini

boat

camping

fan

fishing



hat

hot

ice cream

July

June

lotion

mosquito

shorts

sunburn

sunglasses

sun tan

swimming

tent

vacation



OFFICE NEWS

Bed Bug Inspections

Annual bedbug inspections will start in August. You will receive notification on your door when it is your sections turn for the inspections. They will be the first Tuesday of every month until we have completed the property. Starting August 1, 2023 with Westchester, Bristol, Essex, Buckingham, 2020 thru 2026 Pembroke West and 2003-2009 Pembroke West.



There are no exceptions for these inspections.

Water



Your water is not free. Everyone pays for water through your carrying charges. Please use outdoor water appropriately by not letting kids play and run the water for hours. No water slides are allowed and make sure you empty and pick up pools every day.

Furnace Filters

A/C units are running overtime right now with the hot temperatures. Please make sure you are changing your furnace filters regularly. As always you can pick those up here in the office



Summer always seems to fly by; before you know it, it will be time for kids to return to school. This can be a bittersweet moment for parents. On one hand, children are getting back into a routine and learning new things, and on the other hand, parents have to adjust to their children being gone all day long and we have to adjust back to school schedules again. Parents want their children to have a successful school year, but sometimes it's hard to know where to start. Back-to-school time isn't just stressful for kids, it's stressful for us parents too! From new schedules, fall sports starting back up...and do I really have to mention the whole adjusting to new sleep schedules?!

The earlier you start, the less stressed you'll be. Make a list of what your child needs for school and start shopping for supplies. Making the back-to-school transition as smooth as possible for both parents and children often includes utilizing a calendar. Establish a homework routine and have your space and supplies ready. Help your child get back into the swing of things and make it easier to wake up early in the morning. Switching up those fun summer late nights for early mornings about 2 weeks before school starts. This will help with the early morning tears...from you 😊



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 review 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:



Fall Yard Contest



Highleah and the board of directors will be judging a fall yard contest. Front yards only. So decorate those porches and clean up those flower beds and get ready! They will be walking the property on or around September 23, 2023 and looking for the best looking yard/porch areas. There will be \$50.00 first place prize and a \$25.00 second place prize. Lets see what you can do! The winners will be announced in the October newsletter.





Hi Neighbors,

My name is Tammy Sutherland and I would like the opportunity to serve on the board here at Highleah. My husband and I have lived here almost 4 years. I was a pediatric speech therapist for about 20

years, but now I am a full-time caregiver to my husband who has Parkinson's disease. I would like to continue addressing the same issues that our current board has been focused on, mainly keeping Highleah a safe, family friendly place to live.

I believe I could work well with Donna Cates if re-elected, and the other board members. I recognize that now, more than ever before, families are in need of safe, well maintained and affordable housing with neighbors that are looking out for each other.

Thank you for your consideration.

Tammy Sutherland



With his selfless act of truly a good neighbor, Rocky went into quick action and brought his neighbor to safety during the recent fire of his unit.



Highleah's annual meeting is coming up. The date is September 19th, 2023. There will be 2 board positions up for election. One, 1 year and one, 3 year. If you are interested in running for a position please submit a resume to the office or email to linda@highleah.com no later than August 23, 2023. It will be printed in the up coming newsletters. This is a volunteer position and requires a few hours monthly of your time.



Hi Everyone,

To those that don't know me, my name is Donna Cates. My husband and I have lived here in Highleah for 43 years. We raised 5 kids. We were foster parents for the state and a private agency for 16 years. I babysat for 36 years. Jack, my husband, retired from KCATA after 25 years. Jack passed last October 14, 2022, from a massive stroke.

I would like to continue serving on the board. I enjoy working with the other board members. Since I've been on the board, I have learned a lot. I would like to continue on the board and serve you along with the other board members if you will let me. We try our best to keep Highleah a safe and friendly community for you and your children.

Thank you for reading this and thank you for your vote.

Your Neighbor,

Donna Cates