




2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Carrying Charges Due	2	3	4
5	6	7	8	9 	10	11
12 <i>Happy Mother's Day</i>	13 Late Charges	14	15	16	17	18
19	20 Board Meeting 6:00pm	21	22	23	24 Attorney Referrals 8:00am	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.
April 15, 2024
Board Meeting
NEWSLETTER MINUTES

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

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

Also attending: Brad Constance, cooperative attorney, and Mike Lauer, regional manager with Tailor Made Property Services

Jane called the meeting to order at 5 p.m.

Minutes

The board approved the March 18 board meeting minutes.

Open Session

Three 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 May 20.

Office updates

Katrina presented the office report for April.

There have been 33 statements of credit, 33 statements of charges due, two attorney referrals, 43 notices to pay, two installation permits received, one reasonable accommodation request and four exterminations.

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

All units have waiting lists. There are no units available.

Maintenance summary

Kevin reviewed the maintenance report.

In March, 159 service requests were received and 178 completed. There were three move-outs and one move-in.

Ten rehabs are in various stages of completion.



HAPPY **Mother's** DAY

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

ADVICE	APPRECIATION	CARING	CELEBRATE
CHILDREN	CHOCOLATE	COMFORT	FLOWERS
HUGS	KISSES	LOVING	MEMORIES
THOUGHTFUL	RESPECT	CONSIDERATE	HONOR
GIVING	SPECIAL		



Fine Lines Lawn & Irrigation completed the second fall leaf clean-up and applied pre-emergent and fertilizer.

Tailor Made Property Services

Mike read the managing agent's report.

Processed in accounts payable for March was \$249,857.57.

Financial reports were delivered to the board.

The board approved the 2024-2025 budget on April 10.

The refinance is in progress.

Jane opened the floor to member comments.

Door prize

Brea Baggs won the door prize drawing.

Adjournment

The open session ended at 6:20 p.m. and the meeting was adjourned at 6:30 p.m.



Board Meeting
Door Prize Winner
Member: Brea Baggs
Office: Tammy Sutherland

UPDATE

Community Updates From the Board

Hi Everyone,

May is here, and with it the warmer weather we have been anticipating.

We are all feeling the pain of another \$45 carrying charge increase beginning June 1. Carrying charges are calculated by taking our total expected community costs for the year and dividing it up among our 330 member households. As a not-for-profit cooperative, we are collectively feeling the financial crunch. A copy of our upcoming 2024-2025 Budget is available for viewing in the office. Part of the costs we will incur this year, as required by our insurance carrier, will be replacing our aging wooden playground borders with new materials. In the process, we will also be making each playground ADA compliant with a wheelchair ramp. Check out the one already replaced off Devonshire! Kevin and his crew did an amazing job!



YARD SALE

We will be having a community wide yard sale on Friday June 7th and Saturday June 8th from 9:00-5:00. This is a great opportunity to get rid of items you no longer need and make a little money in the process.

A couple of reminders regarding the dumpsters. Motor oil should not be put in the dumpster, but taken to a local auto parts store to be disposed of properly. Cat litter should be placed in a sealed, plastic bag before being put in the dumpster. Thank you for your help in this matter.

Warmer weather brings more opportunities for outside cooking. Fire pits are no longer allowed here at Highleah. Excess wood should be removed from patios to prevent insect and rodent infestation. Neighbors who have an outdoor smoker should keep only as much wood as can be stored underneath the smoker. When using a smoker or a grill, please place it in the farthest corner of the patio area.

OFFICE NEWS

Community YARD SALE

Friday, June 7th and
Saturday, June 8th



New Office Security

Watch for new security access to the office in early May. Equipment will be installed at the front door of the office. It will require requesting entry by means of a camera, then office personnel will allow entrance. Instructions will be posted.

Lost and Found

If you are missing a child's bike, please contact the office to identify. We believe this one has been missing for quite some time.

Also, a cell phone was left in the clubhouse. Please identify.

Have you misplaced your house key? We found one. Contact the office to claim.

Leashes

ALL pets and animals are required to be on a leash or lead while on the property. No exceptions!



From



Dryer Vents

Please check your dryer inside tubing and vents outside and *clean them out*. When vents become clogged, they become a *fire hazard!* You can easily blow them out with a leaf blower. Remove the lint catcher on the outside of your building. This will allow you to clear the tubing by blowing with a leaf blower from the inside of your basement out the tubing. Then pick up the lint on the outside of the building and replace clean lint catcher. Please check this often.

Plumbing

Please do not flush anything down the toilet except for human feces, urine and toilet paper. Even if some products state they are flushable, they are NOT!

Summer Water Usage

No water slides are allowed on the property. Help us control water usage this summer. It may seem to be free, but we pay for it through our carrying charges.



**Remembering those
whom Memorial
Day honors!**

BRINGING CLARITY TO YOUR WORLD

SERVICES:

- Interior/Exterior Window Cleaning, Screen Cleaning
- Exterior Fascia, Soffit and Gutter Cleaning
- Gutter Clearing
- Power Washing
- Holiday Lights

VIBRANT
WINDOW CLEANING
TJ Ackfeld

MyVibrantHouse.com
Email: TJ@MyVibrantHouse.com
Cell: 816-442-3642



Mortgage Update From the Board

As you may recall, our mortgage balloon payment comes due this year, and we are working to obtain refinancing. After reviewing initial estimates from three lenders, we have decided to refinance through our current mortgage company, Arbor, which offered the most favorable terms. Rather than seeking another 15-year loan with a giant balloon payment, we will be seeking a true 30-year loan. If successful, our community will be on a path to becoming debt free, and we will never have a looming balloon payment again!

And finally, coming soon, DIGITAL NEWSLETTERS! More information coming later.

Highleah BOD

Highleah Board of Directors

Jane Leonard: Board President

Sharon Conn: Vice President

Donna Cates: Secretary

Jon Jordan: Treasurer

Tammy Sutherland: Board Member



Congratulations to the students of any age in our community who are graduating this month. We wish you all the best in your future endeavors.

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:

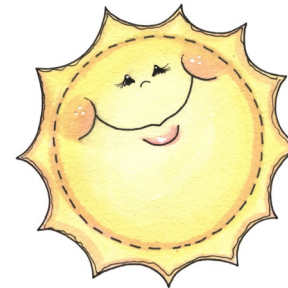
Name of the member you are nominating:

Address of the member you are nominating (if known)

Reason you are nominating this member:



Sharon Conn was nominated for helping a neighbor with packing to move and running errands.



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

