






JULY 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Carrying Charges Due	2	3	4 	5 Office Closed	6
7 	8	9	10	11 Late Charges	12	13
14	15 Board Meeting 6:00pm	16	17	18	19 	20
21	22 Attorney Referrals 8:00am	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 17, 2024
Board Meeting
NEWSLETTER MINUTES

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

Board member absent: Jane Leonard, president

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

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

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

Minutes

The board approved the May 20 board meeting minutes.

Open Session

Six members signed in for the open session at 6 p.m. in the clubhouse. Sharon welcomed them.

Next board meeting

The next board meeting is July 15.

Office updates

Katrina presented the office report for June.

There have been 32 statements of credit, 11 statements of charges due and 39 notices to pay. Six installation permits were received. Five were approved and one denied.

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

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

Maintenance summary

Kevin reviewed the maintenance report.

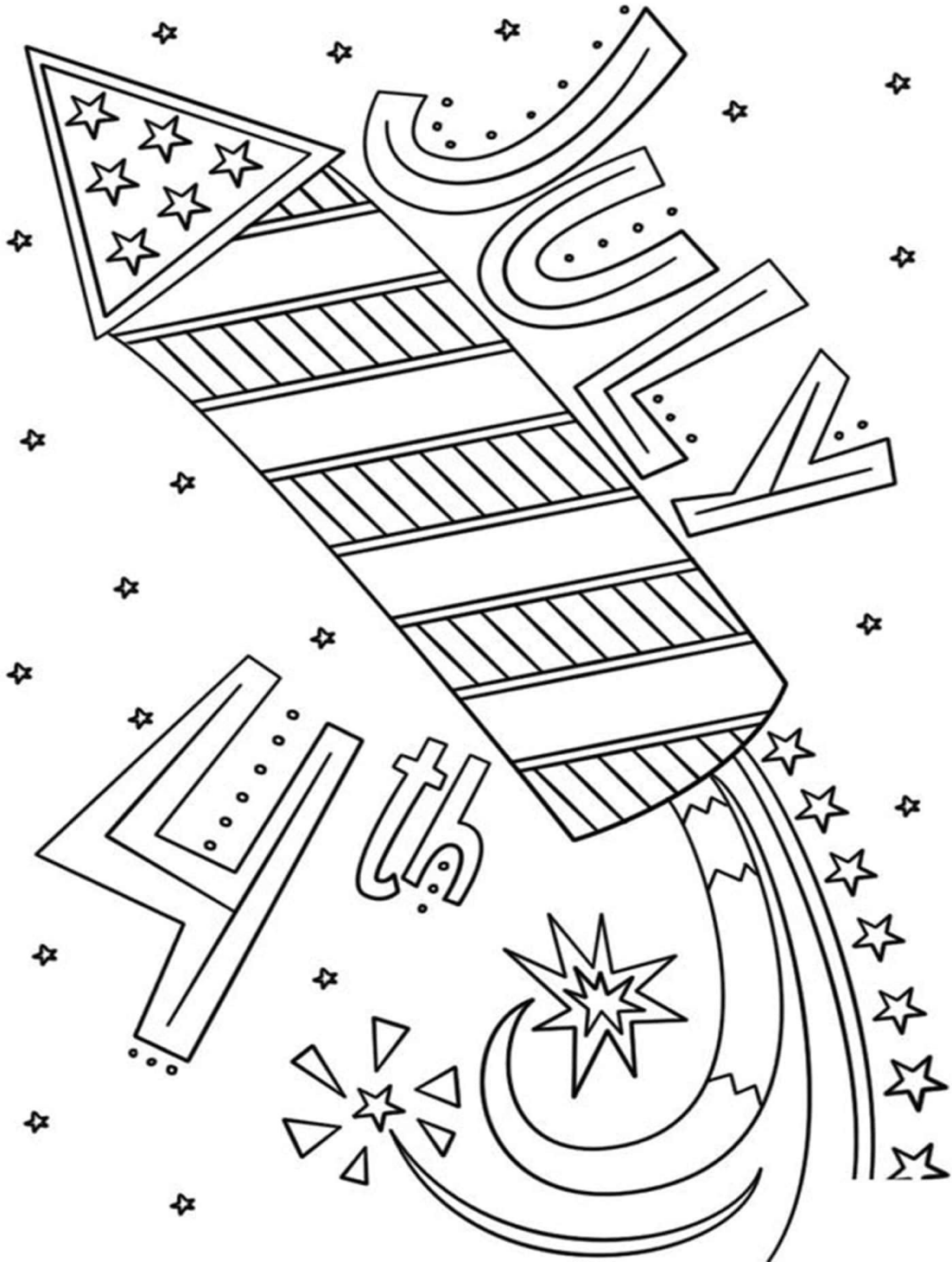
In May, 200 service requests were received and 188 completed. There were three move-outs and one move-in.

4TH OF JULY

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

Hotdogs	Family	Eagle	Picnic	Ice Cream	Flag
Celebrate	Nation	Liberty	Fireworks	Independence	
Brave	Honor	Friends	Freedom	Watermelon	
Patriotic	Vacation	Equality	Cookout	Hamburgers	
Veterans	Gratitude	Heroes	Parades	Stars and stripes	





Eleven rehabs are in various stages of completion.
Fine Lines Lawn & Irrigation mowed five times and completed spring gutter cleaning.

Tailor Made Property Services

Mike read the managing agent's report.
Two applications were approved and eight letters were sent.
Processed in accounts payable for May was \$272,465.23.
Financial reports were delivered to the board.
Sharon opened the floor to member comments.

Door prize

Brea Baggs won the door prize drawing.
The open session ended at 6:15 p.m. The board met in closed session and the meeting was adjourned at 7 p.m.



Board Meeting
\$25 Door Prize Winner

Member:
Brea Baggs
Office: Mike Lauer





Community Updates From the Board

Hi Neighbors,

We hope everyone is enjoying their summer and staying cool!

Thank you to everyone who supported our annual yard sale. We appreciate your participation, whether you sold unneeded items or found just what you were looking for. We plan to have another yard sale next summer.

The refinancing of the property is coming along nicely. Thank you to all of our neighbors whose townhouses were toured as a part of this process. And thank you to the office and maintenance staff as well. A project such as this is truly a team effort.

As the 4th of July holiday approaches, we wanted to remind everyone of the current fireworks ordinance in Independence. You can shoot off consumer fireworks from 10:00 am to 11:00 pm on July 3rd and 5th, and from 10:00 am to midnight on July 4th. It is against city code to have or use sparkler bombs, sky lanterns, and altered or combined fireworks. Thank you for being safe and responsible as we celebrate this holiday.

Elections for board members will be held at our annual meeting in September. There are 2 board positions, each 3 year terms, that will be up for election. Anyone who is interested in running is encouraged to send their resume to the office by July 25th, so they can be included in the August and September editions of the Highleah Highlights newsletter.

And finally, we wanted to let you know that Dee Atieh submitted her resignation and will no longer be working here at Highleah. We wish her all the best as she begins another chapter in her life. We are in the process of hiring a replacement. Thank you Dee for all you have done for us.

Highleah BOD



This month's Good Neighbor Award goes to Deborah Seneff. Thank you helping others.



HAPPY 4TH OF JULY!



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:

OFFICE NEWS

Office Closed

The office will be closed Thursday and Friday, July 4th and 5th. If you have a Maintenance Emergency, please call the Maintenance Emergency number at 913-894-3441.

Car Thefts

There have been several car thefts here on the property and in adjacent neighborhoods. Please report thefts to the Independence Police. Be sure to lock your vehicles, close your vehicle windows and take your valuables inside. Watch out for your neighbors also. Help remind them to do the same.

Lights On

Keeping your front and back porch lights on will help deter thieves. With the new LED lighting fixtures, they use very little energy.

Fireworks

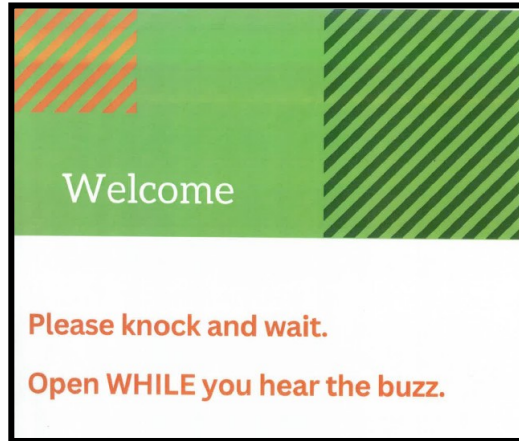
PLEASE BE CAUTIOUS WITH FIREWORKS AND BE COURTEOUS OF YOUR NEIGHBORS. Always have a bucket of water close by. Clean up any mess made in our streets by the morning of July 5th.

Highleah Board of Directors
Jane Leonard: Board President
Sharon Conn: Vice President
Donna Cates: Secretary
Jon Jordan: Treasurer
Tammy Sutherland: Board Member



New Office Security Procedure

When visiting the office, you will see a new sign. It explains the procedure for using the new security system. The new security requires members to knock at the office door and wait. When you hear the BUZZ, open the door during the buzzing sound.



From



Back Storage Lot

Due to non-members using our large items dumpster in the back storage lot, the gate to the lot will always be locked. You can stop by the office and check out a key for the day or even the weekend. Unauthorized use of our dumpsters requires additional pick ups by our trash service. This additional cost comes from our carrying charges. Keep an eye out for unauthorized dumping and report it to the office. Thank you!

Maintenance Requests

The maintenance crew is short handed at this time. In order to help them complete work requests in a timely manner, please keep items clear of the furnace/hot water heater, electrical boxes and bathroom plumbing pipes in the basement. (See Rules and Regulations Manual) It is not maintenance's job to clear these areas for repairs.



With 4th of July approaching this is a reminder of the city ordinances. 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, or “Sky Lanterns” *Celebrate Safely!*