



Highleah Highlights

Highleah Office: 816-257-0070

Website: Highleah.com

Board Email: HighleahBOD@gmail.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.
February 24, 2025
Board Meeting
NEWSLETTER MINUTES

Board members present: Sharon Conn, acting president; Donna Cates, secretary; Ashley Pitman and Viola Solary

Board member absent: Jon Jordan, treasurer

Staff present: Katrina Giammalva, site manager, and Trinity Tart, assistant site manager

Staff absent: Kevin McQuade, maintenance superintendent

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

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

Minutes

The board approved the minutes of the January 27 board meeting.

Open Session

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

To order

Sharon welcomed all and called the meeting to order at 6:05 p.m.

Next board meeting

The next board meeting is March 17, and it will be closed for a budget workshop.

Tailor Made Property Services

Mike Lauer reviewed the managing agent's report.

Two applications were approved.

Processed in accounts payable for January was \$211,359.82.

Financial reports were delivered to the board.

Office updates

Katrina presented the office report for February.

There have been 38 statements of credit, 19 statements of charges due, 45 notices to pay and one extermination was performed.

Four Installation/Alteration permits were received and approved. Notices were sent about violations involving animals, vehicles, housekeeping, yard/common areas and general household miscellaneous.

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

Maintenance summary

Katrina reviewed the maintenance report.

In January, 129 service requests were received and 144 completed. There were one move-in and one move-out.

Ten rehabs are in various stages of completion.

Fine Lines Lawn & Irrigation salted the streets from January 1 through 8.

Sharon opened the floor to member comments.

Door prize

Lewis Passman won the door prize drawing.

The open session ended at 6:40 p.m. The meeting was adjourned at 6:50 p.m.



Board Meeting \$25 Door Prize Winner

Member: Lewis Passman

Office Staff: Trinity Tart





Community Updates From the Board

Hello Highleah,

We hope everyone is doing well. Hopefully we are done with the frigid cold. The warm temperatures and sunshine feel wonderful.

We want to inform you the Highleah Board of Directors has a new email. Please make note of it. If you need to send questions or concerns directly to the Board, please use this email: **HighleahBOD@gmail.com**

Please be patient with your service requests. We have a limited maintenance staff at this time. If you know anyone looking for employment, Maintenance is hiring. Please contact the office for more information.

A reminder: we will not have a Board Meeting Open Session in March. We will look forward to seeing you April 21st.

Be a little kinder than you have to, say hello, and watch out for your neighbors.

Thank you,

Highleah Board of Directors



Grateful




Highleah Board of Directors
Sharon Conn: Acting President
Donna Cates: Secretary
Jon Jordan: Treasurer
Ashley Pitman: Board Member
Viola Solary: Board Member

The only cookies you will ever want!



Owner: Madalynne Leslie
Homebased cookie maker
located in Independence, MO

EMAIL: Madsnacker94@gmail.com
TEXT: (816)874-5743
with questions or for quotes.

WEBSITE 

Facebook 

Great gift
ideas!



All-natural, mostly organic, body butters & scrubs.
Also featuring scented candles lotion bars, shower steamers,
bath bombs and lip balm.

Amanda McMahon
She Made Beauty

816-225-6797

SheMadeBeauty@gmail.com



Hot Cocoa and Cappuccino Bombs

Looking for a gift for your co-workers, beautician, family, friends,
let me help. Hot cocoa, milk chocolate and cappuccino, white
chocolate bombs make a perfect gift. Order yours today from
Amanda at 816-225-6797.

*Happy
Valentines
Day*



OFFICE NEWS

**There will be NO OPEN SESSION for the
March 17th Board Meeting!**

Parking

Please remember to have your Guests park in Guest or Auxiliary spots, **not** on the street. We need to make sure Emergency! vehicles can get through if needed.

Furnace Filters

Reminder to change your furnace filters monthly. Filters are available in the office.

Please don't litter

Littering makes our streets and grounds look awful. As we clean our flowerbeds this spring, let's all help by picking up the litter.



**Don't forget to set your
clocks ahead one hour on
Sunday, March 9th.**

From



It's Spring Cleaning time!

Please remember when disposing of lawn debris or large furniture items, we have two large dumpsters in the back lot for these specific items. The lower dumpster is for lawn debris and the taller dumpster is for large furniture items including mattresses. Please stop by the office to check-out a key to these dumpsters.

Plumbing

Reminders to help avoid clogged drains:

Wipes, of any kind, **cannot** be flushed down the toilet. Wipes **do not** dissolve and are unable to pass through the small plumbing pipes.

Please remember NOT to pour grease or food down the sink drain. Please place these items in the trash.

Also, do not use drain opening chemicals. They can damage the pipes and cause chemical burns for our maintenance staff.

We know how annoying clogged drains can be. Following these simple guidelines can help us all.



Your Resource for
Recycling in the
Kansas City Area

www.recyclespot.org

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:



This month's Good Neighbor Award goes to Jim and Carol Whisenhunt. They are always willing to help out a friend in need with jump starting a car then replacing the battery for their neighbor. You two make Highleah a great place to live. Neighbors helping neighbors!



BRINGING CLARITY TO YOUR WORLD

SERVICES:

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

VIBRANT
WINDOW CLEANING

TJ Ackfeld

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



Get your pet Vaccinated



On the 1st Friday of the month, the Pet Resource Center of KC is at the Independence Animal Shelter doing vaccinations. For information call 816-353-0940. Tractor Supply also has VIP Pet Care come to their store. For information call 816-461-7333.



ST. PATRICK'S DAY

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

MARCH
 SHAMROCK
 PINCH
 PARADE

DANCE
 CELEBRATION
 EMERALD
 POTATO

IRELAND
 CLOVER
 POT OF GOLD
 GREEN

RAINBOW
 CELTIC
 LUCKY
 IRISH



MARCH

2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Carrying Charges Due
2	3	4	5	6 	7	8
9 	10	11 Late Charges	12 	13	14	15
16 NO Board Meeting 	17 	18	19	20	21 Attorney Referral 5:00pm	22
23	24	25	26	27	28	29
30	31					