



# Highleah Highlights

Highleah Office: 816-257-0070

Office Manager: [manager@highleah.com](mailto:manager@highleah.com)

Website: [Highleah.com](http://Highleah.com)

Board Email: [HighleahBOD@gmail.com](mailto: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 23, 2026

### Board Meeting

#### NEWSLETTER MINUTES

**Board members present:** Jon Jordan, president; Debra Taylor, treasurer; Donna Cates, secretary; and Aaron Thompson

**Board member absent:** Ashley Pitman, vice president

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

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

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

#### Minutes

The board approved the minutes of the December 15, 2025, board meeting.

#### Open Session

Sixteen members signed in for the open session.

Jon welcomed all and called the meeting to order at 6 p.m.

#### Next board meeting

The next board meeting with an open session is April 20.

#### Office updates

Katrina reviewed the office report for December and January.

There have been 67 statements of credit, 38 statements of charges due, 84 notices to pay, six attorney referrals and one abandoned unit.

Seven installation/alteration permits were received and approved.

Notices were sent about violations:

1 extermination	9 housekeeping
3 peaceable possession	13 general household miscellaneous
7 vehicle	3 animal
1 yard/common area	1 towing

#### Maintenance summary

Katrina reviewed the maintenance report prepared by Kevin McQuade, maintenance superintendent.

In December, 88 service requests were received and 65 completed.

There was one move-out.

Fine Lines Lawn and Irrigation is cleaning up and removing leaves.

In January, 140 service requests were received and 156 completed. There were two move-ins and one move-out.

Replaced during January:

1 refrigerator	4 bath floors
1 countertop	1 bath sink
2 bath faucets	1 kitchen faucet
2 kitchen floors	2 bathtubs were refinished

Eighteen rehabs are in various stages of completion.

Sewer lines at 1831 and 1833 Stafford Lane were replaced with 4-inch PVC pipe. New PVC floor drains were installed and PVC laundry stand-up pipe drains added. The concrete basement floors were patched.

The cost for 1831 Stafford Lane was \$4,500; for 1833 Stafford Lane, \$7,200

### **Tailor Made Property Services**

Mike presented the managing agent report.

One application was approved.

Processed in accounts payable for December was \$195,155.53; for January, \$248,585.07.

Financial reports were delivered to the board.

### **Member concerns**

Jon opened the floor to member comments.

### **Door prize**

LaDon Piepergerdes won the door prize of \$25.

### **Open ends**

The open session ended at 6:45 p.m. The board met in closed session and the meeting was adjourned at 8:45 p.m.

### **Board Meeting**

### **\$25 Door Prize Winner**

*Member: LaDon Piepergerdes*

*Staff: Trinity Tart*

*Coop Attorney: Brad Constance*



**UPDATE**

## Community Updates From the Board

Dear Highleah Neighbors,

March has arrived, and with it comes the promise of longer days and the first hints of spring! Now that the winter cold is nearly behind us, we are all looking forward to warmer weather and greener common areas.

Just to let you know, there will be no open board meeting in March as we will be using the time to work on next year's budget. Rest assured, we will continue to work diligently to keep costs down and carrying charges low.

Please join us for our next open meeting on Monday, April 20, 2026, at 6pm in the Clubhouse.

Kind Regards,

Highleah Board of Directors



***REMINDER!***

***No Open Session for the  
March Board Meeting!***

## Welcome Jessica Foxx

We would like to welcome to Highleah Townhouses, Jessica Foxx as our new Cooperative Attorney. Her law firm is Foxx Law LLC. Brad Constance has retired but will be assisting Jessica for a smooth transition. Our new attorney day rates will be as follows: \$460 for a single member and \$505 for two co-members. The new fees include the attorney fees, filing fees, and service fees.



Don't forget to set your clocks ahead one hour on Sunday, March 8th.

Optimism is a happiness magnet.  
If you stay positive good things  
and good people will be drawn to you.

—Mary Lou Retton



# OFFICE NEWS



***There will be NO OPEN SESSION for the  
March 16th Board Meeting!***

## **Courtesy**

Be courteous when warming your vehicles in the morning. Exhaust fumes can infiltrate the units, so please aim the back end of your vehicle to the street.

Thank you.

## **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.

## **Form 1098—What do I do with it?**

Many of you received a Form 1098 Mortgage Interest Statement from our mortgage company mailed through the Highleah office. This statement is provided to you for tax purposes only. It is not a bill or a payment to you. Take it with you to your tax preparer, and they will inform you if it is needed to file your taxes. Many people do not need it for their taxes. The mortgage company is required to send them out.

## **Smoke in the Air**

Be mindful of your neighbors as the colder months come and windows and doors are shut when it comes to your cigarette/cigar/marijuana smoke. Any unit can create an air quality issue for units within your building. We are encouraging smokers to purchase high-quality HEPA or carbon filtration system air purifiers large enough to accommodate multiple rooms. It is recommended to help eliminate some of the smoke/odor issues.

# 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.

## **Trash or Recyclable**

Please remember to break down boxes before tossing them. We do have a large Recycle Bin behind the Office for cardboard and additional recyclables.

## **Disposal of Appliances**

For help with getting rid of your old appliances try [www.recyclespot.org](http://www.recyclespot.org) or call them at (816)325-7000; or try [www.1800gotjunk.com](http://www.1800gotjunk.com). There are also scrap metal companies that may pay you for your appliance. Check online.

Please note that improper disposal of appliances or furniture may result in a charge of \$100 or more to the member for hauling & cleanup costs.



Your Resource for  
Recycling in the  
Kansas City Area

[www.recyclespot.org](http://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:

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Submitting member's address:

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Submitting member's phone number:

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Name of the member you are nominating:

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Address of the member you are nominating (if known)

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Reason you are nominating this member:

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*This month's Good Neighbor Award goes to Caron Snider. She gives so much time and thought into helping her 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

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

**VIBRANT**  
WINDOW CLEANING  
TJ Ackfeld

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



*Get your pet Vaccinated*

On the 1<sup>st</sup> 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.

Hello  
Spring



# Spring

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

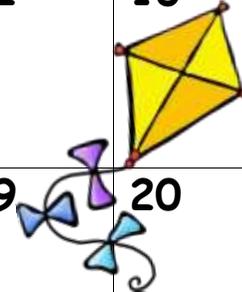
Cherry Blossom  
Umbrella  
Green  
Kite  
Daffodil

Tulip  
Grass  
Flower  
Caterpillar  
Sunshine

Breeze  
Garden  
Blossom  
Picnic

Bird  
Butterfly  
Nest  
Rain

# MARCH 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Carrying Charges Due	2 	3	4	5	6	7
8 	9	10	11 Late Charges 8:00am	12	13 	14
15	16	17 	18	19	20	21
22	23 Attorney Ref. 8:00am	24	25	26	27	28
29	30	31	