



Highleah Highlights

Highleah Office: 816-257-0070

Office Manager: manager@highleah.com

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.

May 18, 2026

Board Meeting

NEWSLETTER MINUTES

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

Staff present: Katrina Giammalva, site manager; Trinity Tart, assistant site manager; and Kevin McQuade, maintenance superintendent

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

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

Minutes

The board voted to approve the minutes of the April 20, 2026, board meeting.

Open Session

Twelve 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 is June 15.

Office updates

Mike reviewed the office report for April.

There have been 31 statements of credit, 18 statements of charges due, 40 notices to pay, five attorney referrals and one abandoned unit.

Three installation/alteration permits were received and approved.

Notices were sent about violations:

3 extermination	4 vehicle
3 housekeeping	2 animal
13 general household miscellaneous	1 towing

Maintenance summary

Kevin reviewed the maintenance report for April.

In April, 174 service requests were received and 157 completed.

There were one move-out and one move-in.

Fine Lines Lawn and Irrigation mowed four times and applied herbicide.

Replaced:

1 refrigerator

2 ranges

1 countertop

1 bath faucet

1 kitchen faucet

3 water heaters

2 bath floors

2 kitchen floors

Twenty-one rehabs are in various stages of completion. One is done and another is almost done.

City permits have been purchased for the fire-damaged unit. Abatement has been completed and the kitchen cabinets removed.

Pine Ridge Lawn and Tree Service removed four trees and trimmed two large oaks for a total cost of \$6,770.

Tailor Made Property Services

Mike presented the managing agent report.

Four applications were approved.

Processed in accounts payable for April was \$262,454.38.

Financial reports were delivered to the board.

Member concerns

Jon opened the floor to member comments.

Door prize

Brea Baggs won the door prize of \$25.

Open ends

The open session ended at 7 p.m. The board met in closed session and the meeting was adjourned at 8:15

Board Meeting
\$25 Door Prize Winner
Member: Brea Baggs





Community Updates From the Board

Highleah Neighbors,

As we move into the summer months, the Board would like to share several updates, reminders, and upcoming events.

New Board Member – Please join us in welcoming Rachel Clark who has agreed to serve the Highleah community as an interim board member until the annual meeting in September. Welcome, Rachel, and thank you for your willingness to serve!

Highleah's Annual Community Yard Sale is Friday, June 5th and Saturday, June 6th from 9:00 a.m. to 5:00 p.m. This is a good opportunity to meet some of your neighbors, do some decluttering, and make a little bit of money in the process.



Grounds & Outdoor Areas - With more residents spending time outdoors, we ask everyone to help keep common areas clean and safe. We have recently had an increased problem with trash, cans, nails, etc. in playgrounds and other common areas. Please dispose of trash properly, secure personal belongings, ensure patios and yards comply with the rules, and help keep playgrounds and other common areas tidy and trash free. Thanks to everyone for doing their part -- we are grateful for your service to the community!

Parking Reminders - Please continue to use your numbered parking spot when it is available. As a cooperative community, proper parking helps keep our lots accessible for all members. Please encourage your guests to park in the guest and auxiliary parking so we can leave the streets accessible to emergency vehicles.

Pet Responsibilities - We love our pet-friendly community, and we appreciate everyone who follows the rules. Please remember that all pets must be registered with the office, kept leashed outdoors, and cleaned up after at all times. This helps maintain a pleasant environment for all members.

We appreciate your continued cooperation and commitment to keeping Highleah a welcoming, well-maintained community. We hope you enjoy a safe and relaxing start to the summer season.

Please join us at the next board meeting on **Monday, June 15th at 6pm in the Clubhouse.** We hope to see you there!

— Highleah Board of Directors



Highleah Board of Directors

Jon Jordan: President

Donna Cates: Secretary

Debra Taylor: Treasurer

Aaron Thompson: Board Member

Rachel Clark: Board Member

Highleah Community YARD SALE

Friday, June 5th and
Saturday, June 6th
9:00am to 5:00pm



“Sometimes the bravest win is choosing
peace when pride begs you to fight.”



BRAVE

OFFICE NEWS

Office Closed

The office will be closed Friday, June 19th, 2026 for Juneteenth National Independence Day.

Attorney Letters

Members who receive correspondence from the Highleah attorney for any reason will incur a \$40 fee, which will be posted on members ledgers by the office.

Highleah Yard Sale

The signs have been put out at each entrance. All you need to do is set up your tables and sell. It is also a time for the community to get to know each other. Join us!



Maintain Flowerbeds and Yards

It's time to tidy up the yard and bed areas in front, back and even the side areas of your building. If you live in an end unit, you are responsible for the side beds. You can check out a key for the yard debris dumpster from the office.

Summer Water Usage

Children love water! As you plan your summer water activities, please keep Section 5.5 of the Rules & Regulations Handbook in mind.

Plastic or inflatable wading pools must be no larger than 6 feet in diameter and 12 inches deep. Pools may not be left unattended and must be emptied daily and stored in the back of your unit. These guidelines help prevent mosquito breeding and promote safety. Please note that slip-and-slide-type water activities are not permitted.



We also encourage everyone to be mindful of water usage this summer. While it may seem free, it is ultimately covered through your carrying charges.

Thank you for your cooperation!

From



Green Electrical Boxes

Please remind your children **not** to play or sit on the large green electrical boxes in the common areas. It is very dangerous!

Air Conditioners

Please clean the area around your air conditioners. Keep toys, bicycles, flowers, and anything that might obstruct airflow away from them.

Household Hazardous Waste

Did you know that Kansas City has this program? It's available to Independence also. Check out **www.kcwater.us/programs/hhw** for additional information and hours. You will need proof of residence.

KC Water operates a Household Hazardous Waste (HHW) Facility and program to help protect area streams and rivers and keep hazardous materials out of landfills. HHW offers a safe method for residents of Kansas City and area participating communities to remove hazardous waste from homes. Accepted items are listed below:

Automotive fluids (antifreeze, motor oil, etc.), Batteries, Light bulbs including compact fluorescent (CFL), all fluorescent tubes, and halogens, Cooking oil, Corrosive cleaners, Hazardous liquids, Household cleaners, Lawn and garden products, Mercury: elemental mercury or any items containing mercury, Paint, Pesticides/insecticides, Photographic chemicals, Pool chemicals, Used oil filters.

Environmental Campus
4707 Deramus Ave.
Kansas City, MO 64120
816-513-8400



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 Lewis Passman. Thank you for cleaning up the trash around our Highleah community.



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 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.



SWIMMING POOL

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

WATER
 FLOAT
 CHLORINE
 SUNSCREEN
 DEPTH

POOL
 LANE
 GOGGLES
 DIVING BOARD
 LAP

SWIM
 LADDER
 TOWEL
 LIFEGUARD
 SLIDE

DIVE
 DECK
 NOODLES
 POOLSIDE
 STEPS

June 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Carrying Charges Due	2	3	4 	5 Highleah Community YARD SALE	6
7	8 	9	10	11 Late Charges 8:00am	12	13
14	15 Board Mtg 6:00pm	16	17	18	19 Office Closed 	20
21 HAPPY FATHERS DAY	22 Attorney Ref. 8:00am	23	24	25	26	27
28	29	30				