

AUGUST



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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.

July 20, 2026

Board Meeting

NEWSLETTER MINUTES

Board members present: Jon Jordan, president; Donna Cates, secretary;
Aaron Thompson and Rachel Clark

Board member absent: Debra Taylor, treasurer

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

Also attending: Jessica Foxx, cooperative attorney

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

Minutes

The board voted to approve the minutes of the June 15, 2026, board meeting.

Open Session

Ten 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 August 17.

Office updates

Katrina reviewed the office report for June.

There have been 35 statements of credit, 19 statements of charges due,
31 notices to pay and one eviction in process.

Six installation/alteration permits were approved and four, denied.

Notices were sent about violations:

2 vehicle

2 animal

6 housekeeping

1 peaceable possession

11 general household misc

9 yard/common area

Maintenance summary

Kevin reviewed the maintenance report for June.

In June, 175 service requests were received and 173 completed.
There were three move-outs and two move-ins.

Fine Lines Lawn and Irrigation mowed four times; fertilized and treated for
grub control; applied weed killer; and cleaned all gutters.

Replaced:

2 refrigerators	1 kitchen floor
2 ranges	1 bath floor
2 countertops	2 water heaters
3 bath faucets	2 tubs refinished
1 bath sink	

Twenty-one rehabs are in various stages of completion.

Thirteen trees have been removed at a cost of \$10,620.

Two more trees will be removed in August.

Repairs were made on a storm-damaged roof at a cost of \$2,569.44. Another storm-damaged roof was under warranty and repaired at no cost.

Tailor Made Property Services

Katrina read the managing agent report from Mike Lauer.

One application was approved.

Processed in accounts payable for June was \$267,980.84.

Financial reports were delivered to the board.

Member concerns

Jon opened the floor to member comments.

Door prize

Pamela Dodds won the door prize drawing, a \$25 gift card.

Open ends

The open session ended at 6:31 p.m. The board met in closed session and the meeting was adjourned at 8:50 p.m.



Board Meeting

\$25 Door Prize Winner

Member: Pamela Dodds

Staff: Trinity Tart





Community Updates From the Board

Hello, Highleah Neighbors,

August is here. As summer winds down, we look ahead to fall and our annual membership meeting in September.

Our annual meeting will be held on Tuesday, September 15 (sign-in begins at 5:30 p.m.; meeting starts at 6:00 p.m.). Two board positions, one one-year term and one three-year term, will be up for election. If you are interested in running, please submit a short resume to the office, so it can be included in the September newsletter.

A few friendly reminders as school starts and more families are out and about:

- Please observe the speed limit throughout the complex, especially near entrances and where children play.
- Keep vehicles off curbs and sidewalks to protect the concrete and allow safe access for emergency vehicles, school buses, and maintenance.
- Clean up after pets promptly—including when walking near the school grounds next door—and use the waste stations provided.
- Front and back porch lights help deter issues and make the community safer for everyone. We encourage members to leave their front and back porch lights on at night.

Thank you to everyone who helps keep Highleah a good place to live—whether by looking out for neighbors, participating in events, or simply being considerate. If you have questions or ideas, please feel free to join us at our next board meeting on Monday, August 17, 2026 at 6:00 p.m. in the Clubhouse or email the board at HighleahBOD@gmail.com.

Have a safe and enjoyable rest of the summer!

Your Highleah Board of Directors.

Jon Jordan, President, term through 9/2027

Donna Cates, Secretary, term through 9/2026

Debra Taylor, Treasurer, term through 9/2028

Aaron Thompson, Board Member, term through 9/2028

Rachel Clark, Board Member, term through 9/2026





This year, Missouri's Tax-Free Weekend runs from **August 7th-August 9th, 2026**. Back-to-School, Tax-Free Weekend is limited to personal items related to Back-to-School season. Items like shoes, clothing, school supplies & computers are all included. Here is a full list from ifamilykc.com of tax-exempt items for 2026:

Back to School Clothing – any article having a taxable value of \$100 or less

School supplies – not to exceed \$50 per purchase

Computer & technology software – taxable value of \$350 or less

Personal laptops/computers – not to exceed \$1,500

Computer peripheral devices – not to exceed \$1,500

Graphing Calculators – not to exceed \$150



Be kind!

Thank you to everyone who has been good about picking up their dog poop in our community. Some of you use the school yard for dog exercise. Let's be nice to the children and members who walk through the school yard and pick up your dog's poop. We supply baggies at the poop stations!



OFFICE NEWS

Annual Meeting

Highleah Townhouses Annual Meeting will be held on **Tues., September 15, 2026**. We will have 2 board positions up for re-election. One board position for a 3 year term and one board position for a one year term. If you or anyone you know are interested in running for a board position please submit a resume to the office or by email to manager@highleah.com. Please submit by August 24th. It will be printed in the September newsletter. This is a volunteer position and requires only a few hours of your time monthly.



Bus Stops

The kids are headed back-to-school. Please be aware of them walking on the streets and waiting at the bus stops early in the morning. Please slow down!

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.

Tip of the Month—Start switching up those fun summer late nights for early mornings about 2 weeks before school begins. This will help with the early morning tears...from you.

*If you have any helpful tips for the newsletter, please send them to HighleahBOD@gmail.com.



From



Bed Bug Inspections

Annual bedbug inspections will start first Thursday in August. You will receive notification on your door when it is your sections turn for the inspections. There are no exceptions for these inspections.



Weeding Flowerbeds

We have a few cooler days coming, and it's a great time to weed your flowerbeds. Flowerbeds are your responsibility. Please remember when disposing of lawn debris we have a large dumpster in the back lot off Covington for lawn debris. Please stop by the office to check-out a key to the dumpster lot. Let's keep our property looking nice.

Trash at Playgrounds

Help us keep Highleah clean by picking up your trash, especially at the playgrounds. We have trash cans stationed around the property.

Proper Disposal of Appliances and Large Furniture

We would like to remind members that appliances are not permitted to be placed in the storage lot under any circumstances. In addition, large furniture items must be placed inside the designated furniture dumpster ONLY. Furniture should NOT be left in or next to regular dumpsters, outside of the furniture dumpster in the storage lot, or adjacent to either area.

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.

For help with getting rid of your old appliances try www.recyclespot.org or call them at (816)325-7000; or try www.1800gotjunk.com or call them at 1(800)got-junk. There are also scrap metal companies that may pay you for your appliance. Check online.

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 Pamela Dodds for walking a neighbor's dog for several months while the member was unable.



RESUME

My name is Nancy Eyerly. I work part time at Mid-Continent Public Library. I have lived in Independence for 25 years and moved to Highleah 6 months ago. I have a passion for teamwork and am interested in being a part of the Highleah Board. I would like to see how things work here and hopefully be a contributing member of the Board and the neighborhood. In my experience, I have found the best way to learn is to get involved.

Thank you ,
Nancy Everly

RESUME

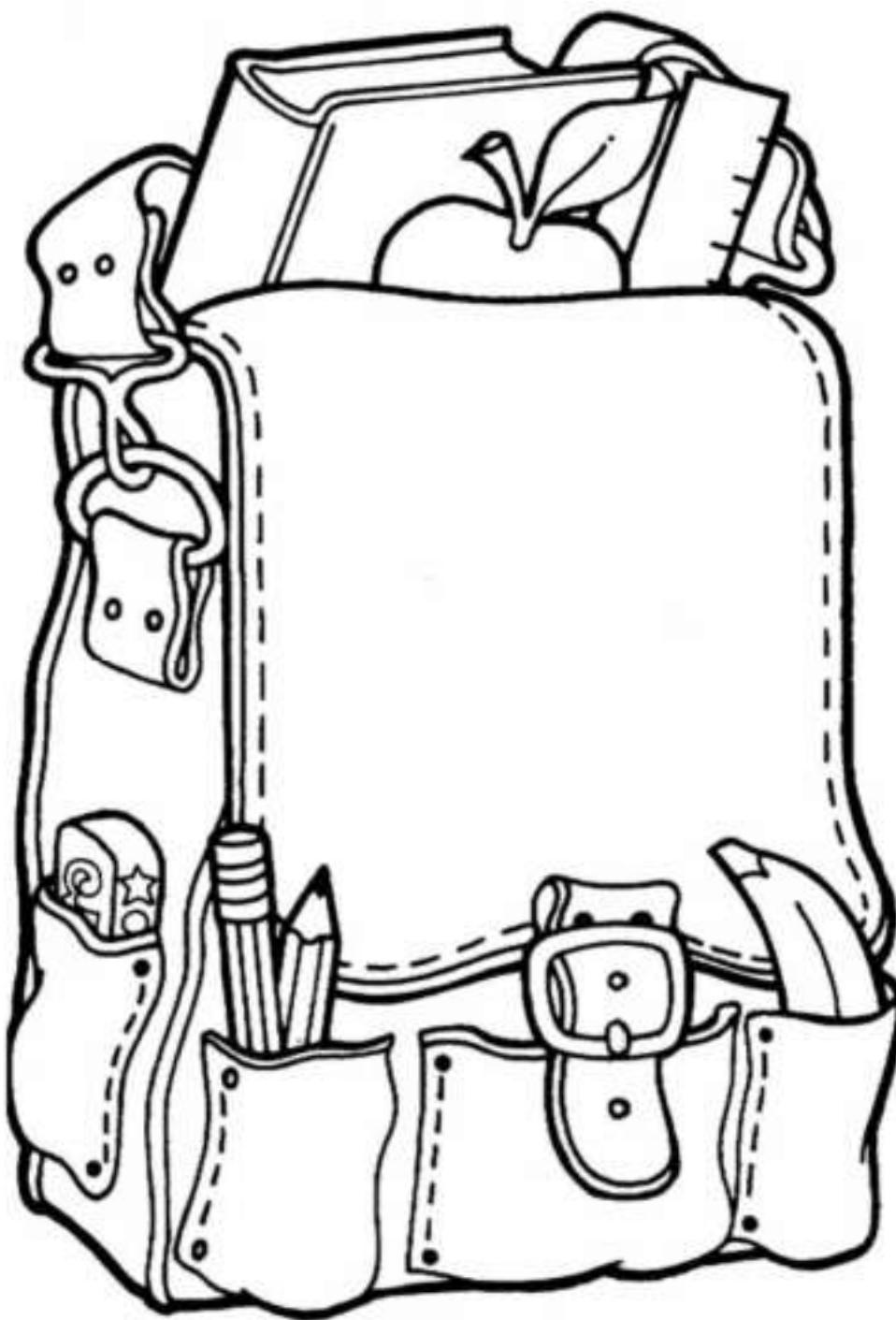
My name is Rachel Clark, and I am currently serving as an interim board member. I have decided to run for a permanent position on the Highleah Board because I am passionate about our community and want to help make Highleah an even better place to live for everyone.

I have lived in Highleah for four years, and during my time serving in this position, I have had the opportunity to see firsthand some of the changes and improvements that are needed within our community. I believe there are opportunities to strengthen communication between the office, maintenance staff, and members. Clear, consistent communication is essential to building trust and ensuring that residents feel heard and supported. I believe Highleah is a great place to live, and I want to help others see the same. I also believe that building a stronger community requires accountability—not only holding ourselves accountable, but also looking out for one another and speaking up when something isn't right.

My background as a behavioral interventionist has also given me experience in addressing challenges, working through difficult situations, and helping resolve conflicts. I believe these skills can be valuable when working with residents and addressing issues that may arise within our community.

If elected, I will work alongside the other board members to address the challenges we face, including responsible money management, community security, and improving the onboarding process for new members. My goal is to help find practical solutions that benefit the entire Highleah community. I am running for the board because I want to be part of creating positive change—not only within our community, but also among our neighbors. I am committed to listening, communicating, working together, and doing my part to help make Highleah a place where everyone can be proud to call home. I would be honored to have your support and the opportunity to continue serving the Highleah community.

Thanks,
Rachel Clark



BACK TO SCHOOL ESSENTIALS

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

PENCILS
 BACKPACK
 COVER
 RULER

PAPER
 HIGHLIGHTER
 BAG
 CRAYON

NOTEBOOK
 PENS
 CALCULATOR
 STAPLER

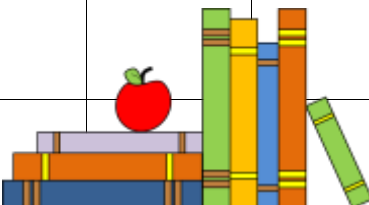
FOLDER
 CLIPS
 MARKER
 LUNCHBOX



2026



AUGUST

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 Board Mtg 6:00pm	18	19	20	21 Attorney Ref. 5:00pm	22
23	24 	25	26	27	28	29
30	31			 Back To School		