



COVENANT COMMITTEE

January 17, 2024

Minutes

Call to Order – The Covenant Committee Meeting was called to order at 1:30 p.m. by Chairperson Jerry Schaefer.

Establish Quorum – Quorum was established.

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| Member/Chairperson | Jerry Schaefer | Present |
| Member/EB Liaison | Wendy Pechero | Absent |
| Member | Jason Akovenko | Present |
| Member | Lyn Hente | Present |
| Member | Tim Sullivan | Present |
| Member | Tom Aley | Absent |
| Member | Cathy Steele | Present |

Introduction of Guest: Barbara Rist, current EB member and prior CC member was introduced to all present, including Mindy Gutierrez, Community Manager.

Approval of July 19, 2023 Minutes A motion was made, seconded and passed to approve the minutes from September 27, 2023 (Jason/Cathy).

Covenant Enforcement Updates:

- a. The Property Inspection report was reviewed. Mindy was asked to add if the item is Open or Closed. Dead trees in back yards must be removed as they can be a safety hazard to neighbors, or could be diseased and thus affect the community more broadly. The Association would know if there are dead trees in the back yard if they are visible from the street or if neighbors report them. At the September 2023 EB meeting, the association attorney stated that the Association can only dictate how the front yard appears. The Association cannot complete “Peeping Tom” covenant enforcement which is defined as using drones, looking over fences and trespassing.
- b. 1690 Hill Circle: The dead trees were removed on January 10, 2023. The cost for this work will be paid by the owner.

New Business

1. Review Property Inspection Process: Barbara Rist explained the process used by ARC earlier this year to complete property inspections for compliance with the Design Guidelines. In previous years, owners were contacted only when neighbor complaints were received. In an effort to keep home maintenance at the minimum requirement of the CC&R’s, the ARC developed the Property Inspection Process that was included in the Covenant packet today. Discussion was held on the subjective nature of the inspections. This is the first time the association has completed inspections and notified owners that their home is not in compliance. Owners were emailed, violation letters were written if a safety issue had not been addressed. Barbara said the ARC does not have the time to complete inspections going forward and asked that the CC complete them. The goal is to have a process in place to enforce maintenance



standards. Barbara then left the meeting. The CC agreed they would like to have Barbara provide a checklist that includes landscape, driveways, house, hardscape, mailbox, etc. The CC agreed consistency is needed. A motion was made, seconded and passed to accept the responsibility of completing periodic reviews of community properties (Jerry/Lyn). Jerry agreed to complete an announcement to owners prior to any inspection being completed. The CC goal is to have a process approved and inspections scheduled for June. A map will be requested that has the sub-Associations removed, they will not be part of the inspection process.

2. The 2024 meeting dates will be February 28, March 20, April 17, May 15 and June 26th at 1:30 p.m. The 2024 schedule will be put on the KCPOA Website calendar.

Adjournment- The meeting was adjourned at 3:25 p.m.

Respectfully Submitted by Mindy Gutierrez