



COVENANT COMMITTEE
January 28, 2026
Minutes

Call to Order: The Covenant Committee (“CC”) Meeting was called to order at 1:30 p.m. by Chairperson Jerry Schaefer.

Establish Quorum – Quorum was established.

Member/Chairperson	Jerry Schaefer	Present
Member/EB Liaison	Steve Durham	Absent
Member	Jason Akovenko	Present
Member	Tim Sullivan	Present
Member	Cathy Steele	Present
Member	Bill Moore	Present
Member	Valerie Hunter	On Zoom
Community Manager	Lisa Baker	Present

Approve Prior Minutes:

A motion was made, seconded, and passed to approve the October 15, 2025 meeting minutes.

Covenant Enforcement Updates:

Violation Tracking System

Management introduced a new violation reporting system through the association management software. The system will allow for more detailed tracking of covenant violations, improved reporting capabilities, and automated reminders for follow-up inspections. Management will develop a consistent list of violation types and build out the tracking system for KCPOA.

Current Violations

Management reported there are currently minimal outstanding violations. A few landscaping issues will continue to be monitored and reviewed during the upcoming community property inspections.

Violation Process and Fines

The committee discussed the covenant enforcement process. The first violation will require a \$35 certified notice. A second violation may include a \$250 fine, which will require committee approval prior to being issued. The committee agreed to review violation reports monthly via email to ratify enforcement decisions.



Unfinished Business:

Property Inspections

The committee confirmed that formal property reviews will take place from June 27 through July 11. Inspection teams and neighborhood assignments will be finalized at the May 13 meeting. Maps and updated inspection forms will be distributed prior to that meeting.

New Business:

Private Property Event Request

The committee reviewed a homeowner request to host a wedding reception for approximately 60–80 guests at a private residence on June 10. The event will include a temporary tent in the front yard and is expected to conclude by late afternoon. The committee expressed support for the event and confirmed that the proposed plans do not violate current community rules. The importance of notifying nearby neighbors was noted.

Private Event Rules Review

The committee reviewed rules regarding private events on residential property. It was confirmed that off-street parking is permitted and temporary tents may remain overnight provided that no vehicles are parked on the street overnight and neighbors are informed.

Holiday Decorations Discussion

The committee discussed holiday decorations and recent comments about Halloween displays being overly graphic. While no formal complaints were filed, the group discussed the possibility of establishing clearer timelines for seasonal decorations. The committee agreed to continue monitoring decorations and may consider adding reminders about removal timelines in future newsletters.

ARC Project Updates

The committee requested that the ARC project status report be included in future Covenant Committee meeting packets so members can track approved projects and ongoing improvements throughout the community.

Next Meeting:

The next Covenant Committee meeting will be held March 18, 2026 at 1:30pm and then May 13, 2026 at 1:30 p.m. to assign property inspection teams and a inspection review meeting on July 15, 2026.

Adjournment:

The meeting was adjourned at approximately 2:30 p.m.

Submitted by Lisa Baker, Community Manager