

6/25/25

## Enforcement Committee/ARC Committee Meeting Minutes

### 1. Purpose

To oversee the implementation and monitoring of Manor Hill's rules and regulations, primarily responsible for investigating reported violations, issue warnings and disciplinary actions to the HOA board, such as fines for non-compliance. To assure all HOA members adhere to the standards outlined in the HOA governing documents.

#### A. Committee Members Present

- i. Enforcement Committee Members Present-Robyn Phillips, Mark Koutelis
- ii. ARC Committee Members Present-Tony Anderson, Deb Fuschetti, Jan Mondy
- iii. Board President Kim Ladue and Board Secretary Dawn Wolf were in attendance
- iv. Meeting took place at 2830 Monza Drive
- v. Meeting began at 10:30 a.m. and ended at 12:00 p.m.

### 2. Discussion

#### A. Streamlining Processes for Enforcement and ARC Procedures

- i. Discussed streamlining processes for both Enforcement and ARC, including creating step by step processes which will eventually be posted on the Manor Hill website.
- ii. Discussed how to promote awareness and procedures to Manor Hill residents.
- iii. Discussed simplifying and streamlining ARC request form.
- iv. Discussed current enclosures allowed for garbage cans, air conditioners and other exterior utilities, and the need to keep a sense of consistency for the types of enclosures allowed by the ARC committee.
- v. Discussed if fencing is approved; it would be up to the ARC to determine the types of fencing which would be permitted in terms of consistency and maintaining the aesthetic of the neighborhood.
- vi. Discussed allowing metal roofs; it would be up to the ARC to approve in terms of consistency and maintain the aesthetic of the neighborhood

### 3. Action Items

#### A. Streamlining Procedures and Forms

- i. ARC committee to create processes and procedures for requests
- ii. Enforcement committee to create processes and procedures for violations
- iii. New forms will be created for publication on Manor Hill website