



Torwood HOA

2007 Annual Meeting

January 17, 2007



Torwood Homeowners Association



Agenda

- Introductions
- Financial Update
 - Budget
 - Dues/collection policy
- Retention Pond Maintenance
- Annual garage sale
- Landscape committee information
- Neighborhood (watch) committee update
- Architectural committee information
- Elections
- Q & A
- Website Demo



Torwood Homeowners Association



Introductions of Current THA Board Members:

Julie Dils – President

Chris Chapin – Vice President

Robin Rasor – Treasurer

Mary Tornquist – Secretary

Jeff Wilkins – Member at Large



2006 Actual spend versus Budget

- Budget: \$17,050.00
- Actual Spend: \$18,665.31
- Ending Balance \$ 1,328.21
 - includes \$1200 in reserves for the Retention Ponds



Torwood Homeowners Association



2007 Actual spend versus Budget YTD

- Budget: \$18,299.00
- Actual Spend: \$
- Beginning Balance \$ 1,328.21
 - includes \$1200 in reserves for the Retention Ponds



Torwood Homeowners Association



Collections Policy

- All dues payments due w/in 30 days
- Reminder issued after 30 days
- Warning issued after 60 days plus addition of 3% late fee
- After 90 days referred to collections agency with service fee of 33% plus total

Retention Pond Maintenance Schedule

		SCHEDULE	
COMPONENTS:		Annually	As needed
Simple things HOA can do	Emergency Overflow		X
	Wetlands	X	X
	Storm Detention Areas	X	X
	Rip-Rap		X
	Outflow Control Structures	X	X
	Channels		X
	Catch Basin Inlet Castings		X
	Catch Basin Sumps	X	X
	Storm Sewer System	X	X
	Streets	X	X
City/Outside streets	Insp. for sediment accumulation		
	Removal of sediment accumulation		
	Insp. for floatables and debris		
	Clearing of floatables and debris		
	Insp. for erosion		
	Reestablish permanent vegetation on eroded slopes		
	Replacement of gravel filter fills <i>Let City know when done</i>		
	Clean streets	X	X
	Mowing	X	X
	Insp. structural elements during wet weather and complete catchment plans (by professional engineer reporting to the TPA)		
Make adjustments or replacements as determined by annual wet weather inspection			
Keep records of all inspections and maintenance activities and report to TPA			
Keep records of all cosmetic inspections, maintenance and repairs. Report to TPA			
TPA reviews cost effectiveness of the preventative maintenance program and makes adjustments as needed			
TPA hire a professional engineer carry out emergency inspections upon identification of severe problems			
	5-10 + yrs after Thurman done. Excavator can do. Approx. \$5000		
	5 yrs + after Thurman done. Approx \$1000. Excavator can do. Notify City when		
	Must be a Prof Engr. who is a certified Storm Water Operator (approx. \$500). If issue found, notify city for 2nd opinion		



Retention Pond Escrow Account

The Board would like to recommend that the money set aside from the 2006 dues (\$10/household) be used for General Maintenance or Landscaping updates for the following reasons:

- It has since been determined that funds will not be required for approximately 5 years after Timberline Homes completes the subdivision development
- The escrow account will not be required for approximately 2-3 years from now



Torwood Homeowners Association



Annual Garage Sale

- We need 1 or more people willing to chair the annual garage sale. Responsibilities include:
 - Posting dates on the website
 - Collecting \$5 from each homeowner wanting to participate
 - Obtaining a permit from the City
 - Posting advertisements in “Ann Arbor News” and the “Saline Reporter”



Torwood Homeowners Association



Torwood Committees

- There are currently 3 committees seeking volunteers / chairpersons. They are:
 - Neighborhood “Watch” (Cheryl Haller is Chairperson. Needs volunteers)
 - Landscaping (Jeff Wilkins is Chairperson. Needs volunteers)
 - Architectural (needs a Chairperson and volunteers)



Torwood Homeowners Association



Landscape Committee

Purpose: To assist the Board of Directors of the THA by researching, proposing, and implementing ways to continuously beautify Torwood and provide areas for relaxation and play



Torwood Homeowners Association



Landscape Committee cont.

R & R's:

- Leadership role on landscape issues such as annual mulching, planting, renovation projects, and landscape maintenance specifications
- Review of homeowner requests as required, in a timely and consistent manner
- Submit annual landscape budget to the Board
- Physically review the Common Areas on a quarterly basis for sediment accumulation, debris and erosion



Torwood Homeowners Association



Neighborhood (Watch) Committee

Purpose: To preserve the quality of life in Torwood by communicating to its homeowners information and issues related to:

- **Safety**
- **Security**
- **Responsibility**
- **Welcoming new homeowners**

The committee's goal is to uphold a desirable quality of life in Torwood by sharing the above information in an open, unbiased and compassionate manner.



Torwood Homeowners Association



Neighborhood (Watch) cont.

- We will work in conjunction with the Saline Police Department.
- We will get to know our neighbors, in order to be of help and service.
- We will communicate to Torwood residents through e-mail, phone, personal contact, web site...whatever medium best addresses the need.
- Provide a “welcome packet” to new neighbors



Who is involved in the Neighborhood Watch?

- All Homeowners
- Committee Members (Area Captains)
- Saline Police Department



Torwood Homeowners Association



Architectural Committee (Newly-Created)

Purpose: To assist the Board of Directors of the THA by addressing ongoing architecture control concerns, as well as requests submitted to the THA Board to ensure the requests meet the guidelines of the Torwood By-Laws.

The intent is to preserve and promote the attractiveness of the community.



Torwood Homeowners Association



Architectural Committee cont.

R&R's:

- Take a leadership role regarding Architecture reviews and issues
- Review of homeowner requests made to the Board as required in a timely and consistent manner
- Hold at a minimum quarterly meetings to address architectural actions or issues



Torwood Homeowners Association



2007 THA Board Election

- 3 Positions are up for election for the HOA Board. The 2 year positions for Mary Tornquist, Robin Rasor, and Jeff Wilkins are up.
- We need nominations and a 30% quorum for a successful election for the 3 positions, each with a 2-year term



Torwood Homeowners Association



Q & A



Torwood Homeowners Association



Website Demo

Objective of Website:

The objective of a Torwood website is to provide a single repository of information for the residents and potential residents regarding the Torwood subdivision and THA. In return it gives the Board a way to reduce manual process thus streamlining cost and freeing up time to focus on the strategic projects/growth of the THA.