

Torwood Homeowner's Association
Board Meeting
October 6th, 2013
4:45pm

Present: Heather Singh, Steve Ingram, Matt Gifford

1. Detention Pond Project:

Bob Wanty will inspect the Northern pond Monday October 7th. Seed mats to be laid and staked as soon as possible with dryer weather as early as Monday. During maintenance, it was discovered that there was excessive erosion at the entrance point of the pond. Board approved \$300.00 expenditure to prevent further premature erosion by having pea gravel installed. This was recommended by the project manager as a means to prevent future maintenance costs.

2. Architecture/Landscape Committee:

Existing contract will be used as a template for a starting point for the request for proposal document that will be submitted to contractors. Current landscaper will be contacted to insure that we have a clear understanding of what scope has been added since the contract was initiated, to insure that all bids will be on the same scope. Landscape committee to solicit proposals utilizing the formal document. Proposals to be submitted to the board for decision.

3. Financials:

Review of financials resulted in no unexpected expenditures. There were two expenses that were not standard. A site-plan revision was required for the detention pond maintenance project. This revision was the only requirement from the City and cost \$120.00. The second was \$297.17 for materials for building the steps for the trails project. The steps are complete.

The accounting firm that will conduct the review of the association's financials has been selected. Schedule to be finalized with firm.

4. Annual Newsletter:

Heather working on the annual newsletter. Will include the agenda for the 2013 Annual Meeting.

5. Trails Project:

Progress being made on the project. Steve and Matt will work together to schedule volunteer effort for next scope of work. E-mail to be sent to those who volunteered to help. Steve to be reimbursed for the purchase of trail building tools that were purchased.

6. Landscape Work:

Kevin's Landscaping replaced the tree and one juniper that needed to be replaced on the hill behind lots 108 and 109, and are working on replacing the second juniper. They will also be working on cleaning up the perennials on the front entrance island and replanting the perennials that didn't make it through the summer at no cost to the association.

The City of Saline cleared the dead and dying trees in the rights-of way. The board is currently working with the architecture/landscape committee to put together a deal to replace them.