

**SADDLE CREEK FOREST POA
ORGANIZATIONAL MEETING
July 12, 2012**

MINUTES

Call to Order

Meeting was called to order @ 6:05PM with 4 board members in attendance.

Karen Moore

Rick Noble

Jim Phillips

Nancy Bond

Also in attendance was Charles Tipton from DTA Management Services.

Purpose

The purpose of the meeting was regular monthly business, and to discuss the path forward on road/street repairs.

Open items review

The previous spreadsheet used to track the status of ongoing items and issues assigned to the board and DTA Management was reviewed. Also discussed was the amount of items assigned to board members instead of DTA Management. As part of the management contract DTA will handle these items rather than board members being so heavily involved in day to day maintenance items. Prior to the next meeting, the spreadsheet will be updated and those items previously assigned to the POA board will be re-assigned to DTA Management.

Deed Restrictions

A Deed Restriction inspection report was provided to the board and reviewed. DTA will provide this report in all monthly packages regardless of whether any new items exist. DTA also committed to performing the monthly inspection during the final week of each month.

Road Engineer Update

The proposal for an engineering study of the asphalt roads was reviewed. There were 2 items in the proposal. A one time assessment of the current status of the roads with a report to include suggestions for proper care and maintenance going forward was voted on and agreed to by all present. An annual review was also quoted but was declined at this time. The board discussed whether annual review would really be necessary and tabled the issue until the initial report is available for review. A bi-annual review was also discussed as an alternative. DTA will send the signed proposal to the engineer and schedule the initial inspection for later this month. The payment for this service will come from the road repair budget as part of the planned reserve drawdown for 2012.

Water Feature

The front entrance water feature is currently running on a time clock that does not keep its time when there is a power outage. That timer will be changed for one that has a battery backup to keep the operation during the daytime. Hours of operation should be 6am to 10pm.

The fountain is also holding more water than it should which is causing an algae problem. DTA will have the fountain inspected to see if the water level can be lowered without causing damage to the equipment.

Entrance Lighting

Jim Phillips reviewed his findings thus far for the entrance lighting overhaul. At this time enough information to make an informed decision has not been gathered. DTA will resume acquiring proposals for the new lights to be reviewed at a future meeting. The objective of new lighting is to update the fixtures to a more efficient style of lighting that is cheaper to operate and maintain.

Mowing Contract

As part of the budget for next year, the POA will review the mowing contract with SEMCO. DTA will set up a special meeting with SEMCO and the board to review the current scope of work and discuss any possible changes for next year. Two current topics of concern are the edging of the streets and the amount of ditch mowing that occurs on a regular basis.

Handyman Service

DTA has been asked to locate a handyman in the area that can do small jobs in the neighborhood such as re-painting the entrance sign and spraying mildew cleaner on fences.

Other items

The water well at Thoroughbred lake is not set correctly and still needs adjustment.

Someone hit a clean-out pipe belonging to G&W Water and it is being repaired by G&W.

The home being built on N Reid's Prairie still does not have a dumpster on site.

Adjournment

With no further business to discuss the meeting was adjourned at 7:30PM. The next meeting will be held at 6PM on August 9, 2012 in the equestrian center.