

SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT
Special Meeting Agenda

Date: January 16, 2012

Time: 3:00 PM MST

Location: SCR Executive Conference Room

- I. Opening**
 - A. Call to Order**
 - B. Determination of Quorum**
- II. Review and Approval of Minutes (December 23, 2011 Special Meeting)**
- III. Financial Report**
- IV. Old and New Business**
 - A. Water System Improvements – Controls, Pumps, & Related**
 - 1. Water emergency plan finalization (status)
 - 2. Contract work status, schedule, and issues
 - 3. Change orders, payment requests, and loan draw
 - B. Water System Improvements – Water Meter Yokes, Installation, & General**
 - 1. Formal approval of loan by State
 - 2. Contract award
 - 3. Installation scheduling and communication with homeowners
 - 4. Payment request and loan draw for eligible engineering design work
 - C. Water System Improvements – Water Meters and Monitoring Software**
 - 1. Contract award
 - 2. Scheduling of delivery
 - 3. “Billing” system software
 - D. Operating Items and Expenses**
 - 1. Policy for reimbursing routine administrative expenses
 - 2. Expense payment approvals
 - E. Timeline Update – To be deferred**
 - F. Investment Policy and Finance Committee**
 - 1. Formation of Finance Committee for SCISD
 - 2. Investment and other financial policies
 - G. Other Business**
- V. Conclusion**
 - A. Next Meeting**
 - B. Adjournment**