

**SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT**  
**Special Meeting Agenda**

<i><b>Date:</b></i> December 23, 2011 <i><b>Time:</b></i> 9:00 AM MST <i><b>Location:</b></i> SCR Executive Conference Room
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- I. Opening**
  - A. Call to Order**
  - B. Determination of Quorum**
- II. Review and Approval of Minutes (December 7, 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. Partial payment of retainage to WETCO (confirmation)
    - 3. Contract work status, schedule, and issues
    - 4. Change orders, payment requests, and loan draw
  - B. Water System Improvements – Water Meter Yokes, Installation, & General**
    - 1. Formal approval of loan by State
    - 2. Bid outcome and contract award
    - 3. Installation scheduling and communication with homeowners
    - 4. Loan draw for eligible engineering design work
  - C. Water System Improvements – Water Meters and Monitoring Software**
    - 1. Bid outcome and contract award
    - 2. Scheduling of delivery
    - 3. “Billing” system software
  - D. Operating Items and Expenses**
    - 1. Policy for reimbursing administrative expenses
    - 2. Expense approvals
  - E. Timeline Update**
  - F. Investment Policy and Finance Committee**
  - G. Other Business**
- V. Conclusion**
  - A. Next Meeting**
  - B. Adjournment**