

**SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT**

**Special Meeting Minutes**

**April 14, 2011**

**Attendees:**

Directors Present: Derek Goodson, Stephen Price, & Ron Harris  
Other Officers: Sharon Kuehn, Secretary  
Advisors: Bob Norton, Nelson Engineering  
Frank Hess, Attorney for the SCISD  
SCHOA President: David Conine

**I. Opening**

- A. Call to Order** – Meeting called to order at 9:15 AM
- B. Determination of Quorum** – Quorum established

**II. Review and Approval of Minutes**

**A. 3/30/2011 Informational Session & Public Hearing**

Motion to approve the minutes.

Motion: Derek Goodson  
Second: Stephen Price  
Unanimous

**B. 4/02/2011 Special Meeting**

Motion to approve the minutes.

Motion: Derek Goodson  
Second: Stephen Price  
Unanimous

**III. Old and New Business**

**A. Preliminary Budget and Assessment Schedule**

There was brief discussion of the status of the preliminary budget and assessment schedule. No changes have been made or are contemplated at this time.

## **B. Water Emergency Contingency Plan**

The current draft of the contingency plan developed by Bob Norton was discussed. Bob agreed to make some enhancements to the plan draft, based on the items discussed.

It was also agreed that steps will need to be taken during system replacement stages to alert the management and staff of the two resorts, Homeowners, and guests of the need to conserve water during this work. In addition, it was agreed that Homeowners need to be informed generally of the water emergency contingency plan.

## **C. State Loan Application**

### **1. Loan application package**

Bob Norton reviewed the status of the loan application package. There was discussion about the total amount of loan requested. In connection with this discussion, Bob indicated that the estimated costs used in the application included a 10% contingency margin. Bob does not foresee any significant increases above the amounts used, additional expenses not recognized, or other issues that need to be reflected. There was also discussion of the potential steps that would need to be taken if there were a shortfall relative to the amount of the loan requested.

### **2. Resolution to authorize submission of application**

The draft resolution prepared by Bob Norton to authorize submission of an application for a State loan was reviewed.

Motion to approve the resolution.

Motion: Stephen Price  
Second: Derek Goodson  
Unanimous

### **3. Remaining submission steps for application**

Remaining steps were discussed, with input from Bob Norton. Signatures were obtained from Officers for the loan application. Bob will send the documents to the State on 4.15.11 via FedEx.

4. Ballot mailing and related

Frank Hess reported that the ballots were mailed to electors on 4.12.11, and that the last day to receive ballots is election day, May 4, 2011. He also discussed the process to be followed as ballots are received, and the process for tallying results.

**D. Water System Projects**

1. Spring 2011 work

Bob Norton discussed the process that he has been following in connection with bids for construction of the telemetry and relay towers. He has requested bids from three contractors.

Discussion ensued regarding the placement of relay towers for the new water system controls. Bob indicated that he expects to have options for discussion at our next meeting.

There was also discussion of the new service road needed to provide access to the water tank at the top of Ridge Road in the event of an emergency. It was recognized that there may be some impact on Ridge Road traffic during the construction of this access road. Stephen Price agreed to communicate the construction plan with those Homeowners in the immediate area that might be affected.

2. Water testing

It was confirmed that water quality is tested once a year, as required by environmental agencies. Results are to be distributed to all owners utilizing the water system, and to be available at the Front Desk should someone ask to see the report. There was some discussion regarding the format of the report and the ease of understanding it. Bob Norris offered to provide a template that enables the information to be reviewed in a way that is easier to understand.

**E. D&O Insurance Coverage**

Derek Goodson reviewed the quote that he received for a policy providing a million dollars of D&O coverage. Discussion followed.

Motion to purchase the policy for D&O insurance coverage.

Motion: Derek Goodson

Second: Stephen Price  
Unanimous

**F. Other Business** – None at this time.

**III. Conclusion**

**A. Next Meeting** – A Special Meeting will be held on May 5, 2011 at 9:30 AM.

**B. Adjournment** – Upon completion of the business at hand, the meeting was adjourned.