

SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT
Special Meeting Minutes
September 13, 2011

Attendees:

Directors Present: Ron Harris, Steve Price, and Derek Goodson
Advisors: Bob Norton, Nelson Engineering
Other: David Conine, President of the SCHOA

I. Opening

- A. Call to Order** – Meeting was called to order at 9:00 am.
- B. Determination of Quorum** – Quorum was established. All Board members were present, and the 5-day notice of a change in the date of the meeting was waived.
- C. Election of New Secretary** – Deferred.

II. Review and Approval of Minutes for 8/30/2011 Special Meeting

Motion to approve the minutes.

Motion: Derek Goodson
Second: Ron Harris
Unanimous

- III. Financial Report** – Derek Goodson reported that he had secured, at the request of the Teton County Treasurer, a \$20,000 fidelity bond; the cost of the bond was \$100. There was nothing else new to report at this time.

IV. Old and New Business

A. Water System Improvements – Controls, Pumps, & Related

- 1. Access road construction (status)

Stephen Price reported that the grading desired in order to facilitate access to the water tank has been completed. The process of doing so created some places that require visual screening in order to restore the appearance of the area.

Motion to authorize Stephen Price to arrange for suitable landscaping to restore the appearance of the area near the water tank resulting from the grading done for the access road.

Motion: Derek Goodson
Second: Ron Harris
Unanimous

2. Water emergency plan finalization (status)

Stephen Price indicated that he had not yet met with the Amangani manager to articulate details of how water curtailment will be handled for the Amangani homes and hotel in the event of a water emergency, but that he would do so. Bob Norton will then incorporate this detailing into the SCR water emergency plan document.

3. Bid outcome and contract award

Bob Norton reported that one bid was received as of the extended bid opening deadline for replacement of the booster pumps and associated electronic controls and for related other work. This bid was from Westwood Curtis Construction and was in the amount of \$330,000. Bob indicated that he had reviewed the bid and was satisfied with it. He also indicated that he had forwarded the bid to the State, and that they had authorized the District to proceed with award of a contract. Bob recommends that we accept the bid and award the contract to Westwood Curtis.

Motion to accept the bid from Westwood Curtis Construction to replace the booster pumps and perform other related work, award the contract for such work to Westwood Curtis Construction, and authorize Stephen Price to sign on behalf of the District in connection with this work and contract.

Motion: Derek Goodson
Second: Stephen Price
Unanimous

B. Water System Improvements – Water Meters

1. SCISD loan application

Derek Goodson and Bob Norton have agreed to represent the District at the State's meeting on October 6, 2011, at which time the State is expected to take action on the District's pending loan application (water meter system). This application requests a loan with 25% loan principal forgiveness in addition to a 0% interest rate over the 20-year term of the

loan, for which staff at the State has recommended approval. There was nothing else new to report on the loan application.

2. Water meter system specifications and bidding

Bob Norton reported that a preliminary bid specification package has been prepared, consistent with direction from the Board as to the characteristics of the system desired for installation in the District. It is a goal of the Board to proceed with the bid process expeditiously, if and when the District's loan application is approved.

3. Inspection to determine meter locations and excavation requirements – Bob Norton re-confirmed that he is planning to complete this task in September.

4. Metering requirements for homeowners

The Board expressed its desire that an update on SCISD matters be given at one or more of the sessions at the upcoming SCHOA homeowner weekend and Annual Meeting. This includes, in particular, a briefing on the general process that will be followed for installation of water meters in each home and townhome.

C. Timeline Update – Deferred. Bob Norton has provided new target project schedule dates for the two water system project components (booster pumps and water meter system), and Ron Harris agreed to update the timeline.

D. Investment Policy and Finance Committee – Deferred.

E. Other Business – None.

V. Conclusion

A. Next Meeting – A Special Meeting will be held on Tuesday, October 11, 2011 at 9:00 am.

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