

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

<b><i>Date:</i></b> December 7, 2011	<b><i>Time:</i></b> 4:00 PM MST
<b><i>Location:</i></b> SCR Executive Conference Room	

- I. Opening**
  - A. Call to Order**
  - B. Determination of Quorum**
- II. Review and Approval of Minutes (November 11, 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. Liability insurance (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. Advertising of bid
    - 2. Specifications, bidding, and scheduling
    - 3. Formal approval of loan by State
    - 4. Loan draw for eligible engineering design work
    - 5. Installation and communication with homeowners
  - C. Water System Improvements – Water Meters and Monitoring Software**
    - 1. User friendliness and compatibility with SCR billing system
    - 2. Advertising of bid
    - 3. Specifications, bidding, and delivery
  - 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**