

**SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT**  
**Special Meeting Minutes**  
**May 29, 2015**

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**Attendees:**

Directors Present: Ron Harris, Stephen Price, and Derek Goodson

**I. Call to Order, Determination of Quorum, and Agenda**

The meeting was called to order at 3:00 pm. A quorum was established. By mutual agreement of all of the Directors, notice of the meeting was waived. There was agreement to proceed with an oral agenda.

**II. Election of Officers and Board Composition**

The District's bylaws call for officers to be elected each year, not later than the Annual Meeting. Ron Harris indicated that he is not willing to continue as President, and that he plans to step down from the Board as soon as a replacement can be found, but not later than the end of the summer.

Motion to elect the following slate of officers for the SCISD:

President: Stephen Price  
Vice President & Treasurer: Derek Goodson  
Secretary: Ron Harris

Motion: Derek Goodson  
Second: Ron Harris  
Unanimous

Derek Goodson agreed to contact a possible candidate that has been identified, to see if that person is willing to consider serving the remainder of Ron's term.

**III. Review & Approval of Minutes – Deferred.**

#### **IV. Standing Reports**

##### **A. Financial**

It was noted for the record that Derek Goodson distributed a Treasurer's Report by email in late March, reporting on results through February and, in certain instances, early March.

It was also noted for the record that the Directors have approved, via email vote since the time of the last meeting of the District, payment of the following expenditures:

- Treasurer's Bond payment to HUB, in the amount of \$100.
- Road bond payment (January) to Wells Fargo, in the amount of \$53,853.
- Audit invoice from Thompson Palmer, in the amount of \$5,559.
- Premium to HUB to bind D&O coverage, in the amount of \$2,941.
- Water system loan payment (WSRF #119), in the amount of \$28,847.
- Reimbursement to SCHOA for well house electronics and associated engineering, in the amount of \$76,934.
- Water meters loan payment (WSRF #122), in the amount of \$12,293.
- Road bond payment (July) to Wells Fargo, in the amount of \$53,853.
- Sewer cleaning/inspection invoice from Val Kotter, in the amount of \$27,409.

Derek indicated that payment using District funds has been made for all of these.

##### **B. Operations – Deferred.**

#### **V. Old and New Business**

##### **A. Water and Sewer System – Deferred.**

##### **B. Road System – Deferred.**

##### **C. Policies and Procedures – Deferred.**

##### **D. Financial Matters and Expenses**

###### **1. Preliminary FY 2016 Budget**

Derek Goodson presented the preliminary budget that he developed for the District for FY 2016 (v1 of the budget model) and that he distributed to the Directors. Ron Harris noted that he had previously provided general

comments and input regarding development of the new budget, but that he has not reviewed Derek's preliminary budget calculation model or assumptions (other than Derek's responses to the earlier comments that he had made). Discussion ensued. In response to a question about the revenue neutral reflection of water usage in the development of assessments, Derek indicated that he had not done so. Ron Harris agreed to resend the development of water usage adjustments that he developed a year ago, updated if possible for 2014 water usage, and to modify Derek's budget model so as to include such adjustments.

Motion to (a) adopt the preliminary budget for FY 2016, as contained in v1 of the budget model, to be presented at the District's upcoming Budget Hearing on July 16, 2015; (b) authorize Derek to submit this preliminary budget to the State as required; and (c) authorize Derek to arrange for publication in the local newspaper of a summary of the preliminary FY 2016 budget as part of notice of the Annual Meeting and Budget Hearing on July 16, 2015.

Motion: Derek Goodson  
Second: Stephen Price  
Unanimous

## 2. Audit of FY 2014 Financial Statements

Derek Goodson reported for the record that the Directors voted by email since the time of the last Special Meeting on the following motion:

Motion to (a) accept the FY 2014 Financial Statements and Independent Accountant's Audit Report for the Spring Creek Improvement and Service District prepared by Thompson Palmer, and (b) authorize Derek Goodson to submit it to the State of Wyoming in connection with the District's two water system improvements loans and to Wells Fargo in connection with the District's road system improvements bond.

### E. Other – None.

## VI. Meeting Schedule and Adjournment

### A. Meeting Schedule

The District's Annual Meeting and Budget Hearing are scheduled to begin at 11:00 am on Thursday, July 17<sup>th</sup>.

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