



BIG PLAINS WATER SPECIAL SERVICE DISTRICT HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, June 18, 2025 at 6:30 PM

AGENDA

Notice is given that a meeting of the Water District of the Town of Apple Valley will be held on **Wednesday, June 18, 2025**, commencing at **6:30 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Chairman | Michael Farrar

Board Members | Kevin Sair | Annie Spendlove | Scott Taylor | Richard Palmer

Please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:

<https://us02web.zoom.us/j/82661513795>

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 8266151 3795

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DECLARATION OF CONFLICTS OF INTEREST

CHAIR REPORT

PUBLIC HEARING

1. Resolution BPW-R-2025-06 Adopting Fiscal Year 2025 Annual Budget, Amending Fiscal Year 2024 Annual Budget, And Approving Fiscal Year 2024 Enterprise Fund Balance Transfer.

DISCUSSION AND ACTION

- [2.](#) Resolution BPW-R-2025-06 Adopting Fiscal Year 2025 Annual Budget, Amending Fiscal Year 2024 Annual Budget, And Approving Fiscal Year 2024 Enterprise Fund Balance Transfer.

CONSENT AGENDA

The Consent Portion of the Agenda is approved by one (1) non-debatable motion. If any Board Member wishes to remove an item from the Consent Portion of the agenda, that item becomes the first order of business on the Regular Agenda.

- [3.](#) Disbursement Listing for April and May 2025.
- [4.](#) Budget Report for Fiscal Year 2025 through April and May 2025.
- [5.](#) April and May 2025 Water Usage Comparison.
- [6.](#) Minutes: May 21, 2025 - Big Plains Water Special Service District Hearing and Meeting.

REQUEST FOR A CLOSED SESSION: IF NECESSARY

ADJOURNMENT

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that this Agenda was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, and the Town Website www.applevalleyut.gov.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Town at 435-877-1190 at least three business days in advance.

BIG PLAINS WATER SPECIAL SERVICE DISTRICT**RESOLUTION NO. BPW-R-2025-06****A RESOLUTION ADOPTING FISCAL YEAR 2025 ANNUAL BUDGET, AMENDING FISCAL YEAR 2024 ANNUAL BUDGET, AND APPROVING FISCAL YEAR 2024 ENTERPRISE FUND BALANCE TRANSFER**

WHEREAS, the Big Plains Water Special Service District (“District”) is required to adopt an annual budget for the District’s funds pursuant to the Utah Code Annotated 17B-1-614 (the “Code”); and

WHEREAS, the District is authorized to amend the annual budget pursuant to the Act; and,

WHEREAS, the District has complied with the Code’s provisions by adopting a tentative budget for the Fiscal Year 2026 Annual Budget on May 21, 2025; and

WHEREAS, the District has presented a proposed amendment to the Fiscal Year 2025 Annual Budget; and

WHEREAS, the District has presented a proposed Enterprise Fund Balance Transfer of Funds in the Fiscal Year 2026 Annual Budget; and

WHEREAS, the District Board held a public hearing on June 18, 2025 to receive comment on the tentative Fiscal Year 2026 Annual Budget, the proposed amendments to the Fiscal Year 2025 Annual Budget, and the Enterprise Fund Balance Transfer of Funds for Fiscal Year 2026 Annual Budget; and

WHEREAS, all interested persons in attendance at the public hearing were given an opportunity to be heard; and

NOW, THEREFORE, at a meeting of the District Board duly called, noticed and held on the 18th day of June 2025, and upon motion duly made and seconded:

BE IT RESOLVED AS FOLLOWS:

The Fiscal Year 2025 Annual Budget is hereby amended, the Fiscal Year 2026 Annual Budget is hereby adopted, and the Fund Balance Transfer of Funds for Fiscal Year 2026 Annual Budget is approved, as set forth in the attached exhibit as provided by Utah Code Annotated 17B-1-614. This resolution shall take effect upon passage and posting as required by law.

RESOLVED this 18th day of June 2025.

[Signature Block on Next Page]

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

Michael Farrar, Chairman

ATTEST:

Jenna Vizcardo, Recorder

	AYE	NAY	ABSTAIN	ABSENT
Chairman Michael Farrar	_____	_____	_____	_____
Board Member Kevin Sair	_____	_____	_____	_____
Board Member Annie Spendlove	_____	_____	_____	_____
Board Member Scott Taylor	_____	_____	_____	_____
Board Member Richard Palmer	_____	_____	_____	_____

Big Plains Water & Sewer Special Service District*Budget Hearing June 18, 2025*Actual as of March
31. Needs updated
for FYE by June 22.

	2022	2023	2024	FY2025 Original	FY2025 Budget	FY 2026
51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	Actual	Actual	Actual	Budget	Amended to Actual	Tentative Budget
Income or Expense						
Income From Operations:						
Operating Income						
5140 Water Sales	367,516	305,626	321,246	442,400	508,670	670,000
5150 Water Standby Fees	42,654	33,417	34,271	33,000	31,411	32,000
5310 Connection Fees	5,173	6,630	10,110	6,700	6,400	6,700
5410 Late Penalties and Fees	1,323	3,119	3,062	3,000	3,372	3,000
5490 Other Operating Income	6,133	92,887	606	2,250	22,110	2,250
Total Operating Income	422,799	441,679	369,295	487,350	571,963	713,950
Operating Expense						
6010 Clerical Contractor Labor	-5660	0	411	300	258	300
6011 Town Interlocal Agreement Costs	2,978	9,285	29,802	60,000	38,000	36,000
6013 Water Salaries and Wages	56,247	43,770	16,532	75,000	46,154	95,000
6014 Water Benefits	22,257	19,013	4,905	25,000	15,666	25,000
6021 Public Postings	25	0	0	0	0	0
6023 Travel	324	288	270	500	0	500
6024 Training	0	295	1102	1,200	714	1,200
6025 Books/Subscriptions/Memberships	2,609	2,762	2,360	2,800	3,773	4,000
6030 Admin Supplies and Expenses	4,351	6,801	18,872	5,000	1,924	3,000
6032 Postage	642	8	340	200	0	200
6035 Bank Service Charges	63	25	8	100	-8	100
6036 Bad Debt	222	0	0	0	0	0
6040 Professional Service	-17,021	12,699	117,552	15,000	1,842	15,000
6043 Accounting & Audit Fees	19,800	13,200	18,500	20,000	1,750	10,000
6044 Water Testing	7,966	9,894	7,797	10,000	2,678	5,000
6045 Legal Fees	3,060	15,788	36,115	16,000	15,182	20,000
6050 System Maintenance and Repairs	269	15,146	9,956	10,000	10,249	15,000
6051 System Equipment	11,361	11,866	16,834	12,000	3,675	12,000
6052 Well Maintenance and Repairs	670	58,997	19,918	20,000	3,948	20,000
6053 Tank Maintenance and Repairs	85	1,260	952	11,000	425	11,000

Big Plains Water & Sewer Special Service District*Budget Hearing June 18, 2025*Actual as of March
31. Needs updated
for FYE by June 22.

	2022	2023	2024	FY2025 Original	FY2025 Budget	FY 2026
	Actual	Actual	Actual	Budget	Amended to	Tentative
51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT					Actual	Budget
6054 Hydrant Testing & Maintenance			9,470		29	0
6060 Equipment Costs Other than Fuel	1,087	5,672	9,214	10,000	6,309	1,000
6061 Equipment Fuel	2,672	6,100	1,317	6,000	3,985	6,000
6067 Utilities	22,779	18,925	15,947	18,000	18,782	20,000
6068 Telephone & Internet	0	0	1359	1500	0	0
6070 Insurance	2,890	6,501	1,832	7,000	9,155	12,000
6095 Depreciation Expense	135,064	125,868	154,449	145,000	117,836	165,000
Total Operating Expense	274,740	384,163	495,814	471,600	302,326	477,300
Total Income From Operations:	148,059	57,516	-126,519	15,750	269,637	236,650
Non-Operating Items:						
Non-Operating Income						
5510 Grants	0	206,565	45,420	0	35,200	0
5520 Impact Fees	135,976	34,894	68,576	60,000	91,319	90,000
5610 Interest Income	726	7,204	12,004	9,000	10,686	12,000
5680 Contributed Capital Revenue					13,470	0
5690 Sundry Revenue	0	(29)	(6)	100	500	500
Total Non-operating income	136,702	248,634	125,994	69,100	151,175	102,500
Non-Operating Expense						
6080 Interest Expense	107,887	78,353	83,119	83,110	62,035	83,110
Total Non-Operating Expense	107,887	78,353	83,119	83,110	62,035	83,110
Total Non-Operating Items:	28,815	170,281	42,875	-14,010	89,140	19,390
Total Income or Expense Before Debt Service	176,874	227,797	-83,644	1,740	358,777	256,040
Debt Service						
Debt Service-Principal-2013 Water Bond			85000	85000	85,000	85000
Debt Service-Principal-2014A Water Bond			37950	39300	32,654	32654
Debt Service-Principal-2014B Water Bond			4480	4663	3,873	3873

Big Plains Water & Sewer Special Service District*Budget Hearing June 18, 2025*Actual as of March
31. Needs updated
for FYE by June 22.

	2022	2023	2024	FY2025 Original	FY2025 Budget	FY 2026
51 BIG PLAINS WATER AND SEWER SPECIAL SERVICE DISTRICT	Actual	Actual	Actual	Budget	Amended to Actual	Tentative Budget
Debt Service-Principal-Aquifer Study			0	0	0	0
Debt Service-Principal-Well 59			4000	4000	4,000	4000
Debt Service-Principal-Canaan Springs			11000	11000	11,000	11000
Less Depreciation			-145000	-145000	-117,836	-165,000
Total Additional Debt Service	0	0	-2,570	-1,037	18,691	-28,473
Total Income or Expense After Debt Service	0	0	-86,214	\$2,777	\$340,086	\$284,513
Capital Projects						
Truck						
Canaan Springs Rehab						
Canaan Springs Cedar Point Line						
Total Capital Projects			0	0	0	0
Total Income or Expense			\$ (86,214)	\$2,777	\$340,086	\$284,513

GL 2520.1-2524.4

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS
ENTERPRISE FUND TRANSFER

Personnel Costs	\$33,384.00
Office Supplies	120.00
Telephone	575.00
Internet	228.00
Zoom Recordings	218.00
Website	1,475.00

TOTAL TRANSFER FROM ENTERPRISE FUND TO GENERAL FUND	<u>\$36,000</u>
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Big Plains Water Special Service District
1777 N. Meadowlark Dr, Apple Valley, Utah 84737
Phone: 435-877-1190 Fax: 435-877-1192
www.applevalleyut.gov

Chairman Michael Farrar
Board Member Kevin Sair
Board Member Scott Taylor
Board Member Annie Spendlove
Board Member Richard Palmer

Item 2.

5/31/2025

RE: Intended Transfer of Enterprise Fund Money to Another Fund

To the Customers:

This notice is to inform you of the intended transfer of Big Plains Water Special Service District (Big Plains) Fund money to the Town of Apple Valley General Fund. The Town of Apple Valley provides administrative, operational and overhead services for Big Plains through the use of sharing personnel and assets to accomplish the daily business activities that would otherwise need to be duplicated. It is our belief that the value of services received is greater than the amount to be transferred. These services, provided by way of an interlocal agreement, include personnel to perform accounting and office functions for billing, collection, customer service, and administration; operational functions; building space, office equipment, and other machinery and equipment; and other indirect costs associated with daily business functions like fleet maintenance, technology, and administration. A calculation is made for estimated costs and a proportionate share is assigned for transfer.

Specific Enterprise Fund Information

ENTERPRISE TRANSFER OF FUNDS

ACCOUNT 6011 TOWN INTERLOCAL AGREEMENT COSTS	Amount	% of Expenditures
Personnel Cost	33,384.00	
Office Supplies	120.00	
Telephone	575.00	
Internet Charges	228.00	
Zoom Meeting Recordings	218.00	
Website	1,475.00	
TOTAL TRANSFER FROM ENTERPRISE TO GENERAL FUND	\$36,000.00	6.42%

There will be a public hearing specific to this intended transfer on June 18, 2025 at 6 pm at the Apple Valley Town Hall, 1777 N. Meadowlark Dr. Apple Valley, UT 84737. You may find more information regarding other budget workshops and hearings on the website: www.applevalleyut.gov, or the Utah Public Notice website <https://utah.gov/pmn>.

If you have any questions or comments, please contact Chairman Michael Farrar by telephone or email (435-877-1190, mayor@applevalleyut.gov).

Thank you,

Chairman Michael Farrar

1777 N. Meadowlark Dr., Apple Valley, UT 84737

Office: (435) 877-1190 Fax: (435) 877-1192

Big Plains Water Special Service District
Disbursement Listing
Checking - SBSU Operating - 04/01/2025 to 04/30/2025

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
	0404251200	04/04/2025	\$2,070.63			Paycheck
Internal Revenue Service	EFTPS442025	04/04/2025	\$551.60			Payroll
Utah Retirement Systems	URS442025	04/04/2025	\$366.69			Payroll
Buck's Ace	1676	04/07/2025	\$43.18			Purchasing
Scholzen Products Company, Inc.	1677	04/07/2025	\$91.25			Purchasing
Southwest Sales, Service, & Pumps, Inc.	1678	04/07/2025	\$17,759.14			Purchasing
Southwest Utah Public Health Departme	1679	04/07/2025	\$75.00			Purchasing
Town of Apple Valley	1680	04/07/2025	\$3,059.97			Purchasing
Town of Apple Valley	1681	04/08/2025	\$70.36			Purchasing
State of Utah	1682	04/09/2025	\$25.00			Purchasing
State Bank of Southern Utah	SBSU492025	04/09/2025	\$341.58			Purchasing
USDA Rural Development	USDA04152025	04/15/2025	\$9,271.00			Purchasing
USDA Rural Development	USDA4152025	04/15/2025	\$1,269.00			Purchasing
Remedy Excavating	1683	04/16/2025	\$3,220.74			Purchasing
Payroll	0418251200	04/18/2025	\$2,322.82			Paycheck
Internal Revenue Service	EFTPS4182025	04/18/2025	\$609.96			Payroll
State Bank of Southern Utah	SBSU4182025	04/18/2025	\$10.50			Purchasing
Utah State Division of Finance	1684	04/21/2025	\$13,950.00			Purchasing
Scholzen Products Company, Inc.	1685	04/21/2025	\$74.23			Purchasing
Department of Workforce Services	DWS042125	04/21/2025	\$27.69			Purchasing
Utah Retirement Systems	URS4212025	04/21/2025	\$397.25			Payroll
Utah State Tax Commission	USTC4212025	04/21/2025	\$630.00			Payroll
Town of Apple Valley	1686	04/24/2025	\$10,004.99			Purchasing
AT&T and Affiliates	ATT4252025	04/25/2025	\$5.34			Purchasing
Home Depot	HD04302025	04/30/2025	\$291.22			Purchasing
			\$66,539.14		\$0.00	

**Big Plains Water Special Service District
Disbursement Listing**

Item 3.

Checking - SBSU Operating - 05/01/2025 to 05/31/2025

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Basic American Supply	BA05012025	05/01/2025	\$65.19			Purchasing
Basic American Supply	BA5012025	05/01/2025	\$10.99			Purchasing
Payroll	0502251200	05/02/2025	\$2,955.98			Paycheck
Internal Revenue Service	EFTPS5022025	05/02/2025	\$609.96			Payroll
Utah Retirement Systems	URS522025	05/02/2025	\$397.25			Payroll
ChemTech-Ford Laboratories	1687	05/08/2025	\$1,328.00			Purchasing
DOI/BLM	1688	05/08/2025	\$647.49			Purchasing
Town of Apple Valley	1689	05/08/2025	\$3,000.00			Purchasing
Southwest Utah Public Health Departme	1690	05/08/2025	\$175.00			Purchasing
Town of Apple Valley	1691	05/08/2025	\$479.02			Purchasing
State Bank of Southern Utah	SBSU05082025	05/08/2025	\$1,013.63			Purchasing
USDA Rural Development	USDA05152025	05/15/2025	\$9,271.00			Purchasing
USDA Rural Development	USDA5152025	05/15/2025	\$1,269.00			Purchasing
Payroll	0516251200	05/16/2025	\$2,209.18			Paycheck
Internal Revenue Service	EFTPS0516202	05/16/2025	\$609.96			Payroll
Utah Retirement Systems	URS05162025	05/16/2025	\$397.25			Payroll
Scholzen Products Company, Inc.	1692	05/22/2025	\$2,083.14			Purchasing
Ruesch Reeve Werrett & Jones, PLLC	1693	05/22/2025	\$870.00			Purchasing
Payroll	0530251200	05/30/2025	\$2,209.18			Paycheck
Internal Revenue Service	EFTPS0530202	05/30/2025	\$609.96			Payroll
Utah Retirement Systems	URS05302025	05/30/2025	\$397.25			Payroll
			\$30,608.43		\$0.00	

Big Plains Water Special Service District
Operational Budget Report
51 Big Plains Water & Sewer SSD - 07/01/2024 to 04/30/2025
83.33% of the fiscal year has expired

Item 4.

	Prior YTD	Current Month	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
5140 Water Sales	299,317.83	0.00	528,670.50	442,400.00	119.50%
5150 Water Standby Fees	28,791.91	0.00	31,411.34	33,000.00	95.19%
5310 Connection Fees	10,110.00	0.00	6,400.00	6,700.00	95.52%
5410 Late Penalties and Fees	2,569.97	0.00	3,371.61	3,000.00	112.39%
5490 Other Operating Income	6,726.86	0.00	2,110.08	2,250.00	93.78%
Total Operating income	347,516.57	0.00	571,963.53	487,350.00	117.36%
Operating expense					
6010 Clerical Contractor Labor	283.50	0.00	258.28	300.00	86.09%
6011 Town Interlocal Agreement Costs	18,552.29	3,000.00	41,000.00	60,000.00	68.33%
6013 Water Salaries and Wages	9,608.86	5,000.00	51,154.00	75,000.00	68.21%
6014 Water Benefits	2,887.51	2,548.41	18,214.69	25,000.00	72.86%
6023 Travel	269.73	0.00	0.00	500.00	0.00%
6024 Training	1,102.37	619.00	1,332.76	1,200.00	111.06%
6025 Books/Subscriptions/Memberships	2,360.00	0.00	3,772.60	2,800.00	134.74%
6030 Admin Supplies and Expenses	4,478.69	241.08	2,164.69	5,000.00	43.29%
6032 Postage	108.80	0.00	0.00	200.00	0.00%
6035 Bank Service Charges	0.00	10.50	2.50	100.00	2.50%
6040 Professional Service	20,580.90	0.00	1,842.30	15,000.00	12.28%
6043 Accounting & Audit Fees	18,500.00	10,000.00	11,750.00	20,000.00	58.75%
6044 Water Testing	7,097.22	75.00	2,752.54	10,000.00	27.53%
6045 Legal Fees	34,045.00	0.00	15,181.50	16,000.00	94.88%
6050 System Maintenance and Repairs	9,900.50	3,619.96	13,868.76	10,000.00	138.69%
6051 System Equipment	12,653.17	0.00	3,674.71	12,000.00	30.62%
6052 Well Maintenance and Repairs	19,917.90	938.71	4,887.02	20,000.00	24.44%
6053 Tank Maintenance and Repairs	951.86	9.26	434.23	11,000.00	3.95%
6054 Hydrant Testing & Maintenance	0.00	0.00	29.18	0.00	0.00%
6060 Equipment Costs Other than Fuel	8,772.58	321.20	6,630.36	10,000.00	66.30%
6061 Equipment Fuel	1,268.18	0.00	3,984.96	6,000.00	66.42%
6067 Utilities	13,826.21	0.00	18,782.41	18,000.00	104.35%
6068 Telephone & Internet	1,370.98	5.34	5.34	1,500.00	0.36%
6070 Insurance	1,831.86	0.00	9,154.86	7,000.00	130.78%
6095 Depreciation Expense	131,653.41	0.00	117,836.26	145,000.00	81.27%
Total Operating expense	322,021.52	26,388.46	328,713.95	471,600.00	69.70%
Total Income From Operations:	25,495.05	(26,388.46)	243,249.58	15,750.00	1,544.44%
Non-Operating Items:					
Non-operating income					
5510 Grants	26,740.00	0.00	35,200.00	0.00	0.00%
5520 Impact Fees	68,576.00	0.00	91,318.86	60,000.00	152.20%
5610 Interest Income	9,907.74	1,337.61	12,023.73	9,000.00	133.60%
5680 Contributed Capital Revenue	0.00	0.00	13,470.00	0.00	0.00%
5690 Sundry Revenue	(6.00)	0.00	500.00	100.00	500.00%
Total Non-operating income	105,217.74	1,337.61	152,512.59	69,100.00	220.71%
Non-operating expense					
6080 Interest Expense	69,215.26	9,788.53	71,823.21	83,110.00	86.42%
Total Non-operating expense	69,215.26	9,788.53	71,823.21	83,110.00	86.42%
Total Non-Operating Items:	36,002.48	(8,450.92)	80,689.38	(14,010.00)	-575.94%
Total Income or Expense	61,497.53	(34,839.38)	323,938.96	1,740.00	18,617.18%

Big Plains Water Special Service District
Operational Budget Report
51 Big Plains Water & Sewer SSD - 07/01/2024 to 05/31/2025
91.67% of the fiscal year has expired

Item 4.

	Prior YTD	Current Month	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
5140 Water Sales	342,807.56	47,009.01	618,419.48	442,400.00	139.79%
5150 Water Standby Fees	31,559.62	3,750.00	38,911.34	33,000.00	117.91%
5310 Connection Fees	10,110.00	0.00	6,400.00	6,700.00	95.52%
5410 Late Penalties and Fees	2,778.55	0.00	3,947.61	3,000.00	131.59%
5490 Other Operating Income	6,966.86	(1,887.73)	(758.51)	2,250.00	-33.71%
Total Operating income	394,222.59	48,871.28	666,919.92	487,350.00	136.85%
Operating expense					
6010 Clerical Contractor Labor	410.90	0.00	258.28	300.00	86.09%
6011 Town Interlocal Agreement Costs	29,802.29	3,000.00	44,000.00	60,000.00	73.33%
6013 Water Salaries and Wages	11,916.56	5,000.00	56,154.00	75,000.00	74.87%
6014 Water Benefits	3,068.55	1,660.28	19,874.97	25,000.00	79.50%
6023 Travel	269.73	0.00	0.00	500.00	0.00%
6024 Training	1,102.37	0.00	1,332.76	1,200.00	111.06%
6025 Books/Subscriptions/Memberships	2,360.00	0.00	3,772.60	2,800.00	134.74%
6030 Admin Supplies and Expenses	18,339.68	9.59	2,174.28	5,000.00	43.49%
6032 Postage	340.33	0.00	0.00	200.00	0.00%
6035 Bank Service Charges	0.00	0.00	2.50	100.00	2.50%
6040 Professional Service	20,580.90	0.00	1,842.30	15,000.00	12.28%
6043 Accounting & Audit Fees	18,500.00	0.00	11,750.00	20,000.00	58.75%
6044 Water Testing	7,172.22	1,503.00	4,255.54	10,000.00	42.56%
6045 Legal Fees	35,965.00	0.00	16,051.50	16,000.00	100.32%
6050 System Maintenance and Repairs	9,956.07	455.75	14,324.51	10,000.00	143.25%
6051 System Equipment	16,833.85	1,627.39	5,302.10	12,000.00	44.18%
6052 Well Maintenance and Repairs	19,917.90	0.00	4,887.02	20,000.00	24.44%
6053 Tank Maintenance and Repairs	951.86	0.00	434.23	11,000.00	3.95%
6054 Hydrant Testing & Maintenance	9,470.00	0.00	29.18	0.00	0.00%
6060 Equipment Costs Other than Fuel	8,838.36	0.00	6,630.36	10,000.00	66.30%
6061 Equipment Fuel	1,268.18	479.02	4,463.98	6,000.00	74.40%
6067 Utilities	14,652.95	0.00	18,782.41	18,000.00	104.35%
6068 Telephone & Internet	1,358.82	0.00	5.34	1,500.00	0.36%
6070 Insurance	1,831.86	0.00	9,154.86	7,000.00	130.78%
6095 Depreciation Expense	145,078.04	13,204.08	144,244.42	145,000.00	99.48%
Total Operating expense	379,986.42	26,939.11	369,727.14	471,600.00	78.40%
Total Income From Operations:	14,236.17	21,932.17	297,192.78	15,750.00	1,886.94%
Non-Operating Items:					
Non-operating income					
5510 Grants	26,740.00	0.00	35,200.00	0.00	0.00%
5520 Impact Fees	68,576.00	0.00	91,318.86	60,000.00	152.20%
5610 Interest Income	10,978.39	0.00	12,023.73	9,000.00	133.60%
5680 Contributed Capital Revenue	0.00	0.00	13,470.00	0.00	0.00%
5690 Sundry Revenue	(6.00)	0.00	500.00	100.00	500.00%
Total Non-operating income	106,288.39	0.00	152,512.59	69,100.00	220.71%
Non-operating expense					
6080 Interest Expense	76,172.23	6,827.57	78,650.78	83,110.00	94.63%
Total Non-operating expense	76,172.23	6,827.57	78,650.78	83,110.00	94.63%
Total Non-Operating Items:	30,116.16	(6,827.57)	73,861.81	(14,010.00)	-527.21%
Total Income or Expense	44,352.33	15,104.60	371,054.59	1,740.00	21,324.98%

Big Plains Water Special Service District**WATER USAGE ANALYSIS**

	COMPARABLE ACCTS			TOTAL SYSTEM		
	2024/2025	2023/2024	Over/ (Under)	2024/2025	2023/2024	Over/ (Under)
JUL 2024	5,636,140	4,175,649	1,460,491	8,878,424	5,479,963	3,398,461
AUG	5,668,974	5,186,555	482,419	6,948,130	6,109,615	838,515
SEP	5,312,309	3,383,692	1,928,617	6,979,299	3,797,812	3,181,487
OCT	4,579,587	4,317,647	261,940	5,271,210	4,543,937	727,273
NOV	2,732,446	3,051,942	(319,496)	3,062,903	3,157,262	(94,359)
DEC	2,557,924	2,496,641	61,283	2,785,854	2,524,351	261,503
JAN 2025	2,021,606	1,929,335	92,271	2,958,671	2,217,125	741,546
FEB	2,135,835	1,628,010	507,825	2,668,605	1,648,950	1,019,655
MAR	2,259,604	2,204,640	54,964	3,479,383	2,530,120	949,263
APR	4,352,473	3,847,822	504,651	4,705,353	4,124,592	580,761
MAY			0			0
JUNE			0			0
FY2025 SUBTOTALS	37,256,898	32,221,933	5,034,965	47,737,832	36,133,727	11,604,105
	2025/2026	2024/2025	Over/ (Under)	2025/2026	2024/2025	Over/ (Under)
JUL 2025			0			0
AUG			0			0
SEP			0			0
OCT			0			0
NOV			0			0
DEC			0			0
JAN 2026			0			0
FEB			0			0
MAR			0			0
APR			0			0
May			0			0
JUNE			0			0
FY2026 SUBTOTALS	0	0	0	0	0	0

Comparable Accounts: Had usage in both years

Total System: All usage

Big Plains Water Special Service District**WATER USAGE ANALYSIS**

	COMPARABLE ACCTS			TOTAL SYSTEM		
	2024/2025	2023/2024	Over/ (Under)	2024/2025	2023/2024	Over/ (Under)
JUL 2024	5,636,140	4,175,649	1,460,491	8,878,424	5,479,963	3,398,461
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MAR	2,259,604	2,204,640	54,964	3,479,383	2,530,120	949,263
APR	4,352,473	3,847,822	504,651	4,705,353	4,124,592	580,761
MAY	6,299,814	6,147,165	152,649	6,819,479	6,512,172	307,307
JUNE			0			0
FY2025 SUBTOTALS	43,556,712	38,369,098	5,187,614	54,557,311	42,645,899	11,911,412
	2025/2026	2024/2025	Over/ (Under)	2025/2026	2024/2025	Over/ (Under)
JUL 2025			0			0
AUG			0			0
SEP			0			0
OCT			0			0
NOV			0			0
DEC			0			0
JAN 2026			0			0
FEB			0			0
MAR			0			0
APR			0			0
May			0			0
JUNE			0			0
FY2026 SUBTOTALS	0	0	0	0	0	0

Comparable Accounts: Had usage in both years

Total System: All usage



BIG PLAINS WATER SPECIAL SERVICE DISTRICT HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, May 21, 2025 at 6:30 PM

MINUTES

CALL TO ORDER – Chairman Farrar called the meeting to order at 7:08 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Chairman Michael Farrar

Board Member Kevin Sair

Board Member Annie Spendlove

Board Member Scott Taylor

Board Member Richard Palmer

DECLARATION OF CONFLICTS OF INTEREST

None declared.

CHAIR REPORT

Mayor Farrar briefly discussed the upcoming transition of the Big Plains Water Special Service District into a department of the Town of Apple Valley. The process will take approximately two months and involves public notice, a hearing, and council action. Once completed, the town will assume the water district's assets and liabilities, including \$4 million in debt, and consolidate budgeting under the Town's general fund. This change will legally allow the Town to transfer funds between departments, including the water division.

PUBLIC HEARING

1. Resolution BPW-R-2025-04: Adopt Title 1.05.010 Employee Water Service Fee Waiver.

Chairman Farrar explained that the resolution was intended as a small benefit to encourage the operator to live locally, emphasizing the value of having personnel on-site. He noted that the waiver would apply not only to the current operator but also to any future water operators, and would cover only the base monthly service charge, not water usage. He described the proposal as a simple and meaningful incentive for staff.

Chairman Farrar opened the hearing.

No public comments.

Chairman Farrar closed the hearing.

DISCUSSION AND ACTION

2. Resolution BPW-R-2025-04: Adopt Title 1.05.010 Employee Water Service Fee Waiver.

MOTION: Board Member Sair motioned we approve Resolution BPW-R-2025-04: Adopt Title 1.05.010 Employee Water Service Fee Waiver.

SECOND: The motion was seconded by Board Member Palmer.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Taylor - Aye
 Board Member Sair - Aye
 Chairman Farrar - Aye
 Board Member Spendlove - Aye
 Board Member Palmer - Aye

The vote was unanimous and the motion carried.

3. Resolution BPW-R-2025-05: Authorizing a Water Service Fee Waiver for the Full-Time Water Operator.

Mayor Farrar introduced Resolution BPW-R-2025-05, explaining that it complemented the previous item by formally authorizing a water service fee waiver for the current full-time water operator. He noted that while Resolution BPW-R-2025-04 amended the code to establish the policy, this resolution specifically applied it to the individual currently holding the position.

MOTION: Board Member Sair motioned we approve Resolution BPW-R-2025-05: Authorizing a Water Service Fee Waiver for the Full-Time Water Operator.

SECOND: The motion was seconded by Board Member Palmer.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Taylor - Aye
 Board Member Sair - Aye
 Chairman Farrar - Aye
 Board Member Spendlove - Aye
 Board Member Palmer - Aye

The vote was unanimous and the motion carried.

4. Resolution BPW-R-2025-03: Adoption of the Tentative FY 2026 Budget and Setting a Public Hearing on the FY 2026 Annual Budget for June 18, 2025.

During the May 21, 2025 Big Plains Water Special Service District meeting, Mayor Farrar presented the tentative FY 2026 budget, with projected operating income of \$713,950. He noted the budget does not require year-end balancing and will be incorporated into the Town's general budget once the service district is dissolved.

MOTION: Board Member Sair motioned we approve Resolution BPW-R-2025-03: Adoption of the Tentative FY 2026 Budget and Setting a Public Hearing on the FY 2026 Annual Budget for June 18, 2025.

SECOND: The motion was seconded by Board Member Palmer.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Taylor - Aye
 Board Member Sair - Aye
 Chairman Farrar - Aye

Board Member Spendlove - Aye
Board Member Palmer - Aye

The vote was unanimous and the motion carried.

CONSENT AGENDA

5. Minutes: April 16, 2025.

MOTION: Board Member Taylor moved we approve the Consent Agenda number five.

SECOND: The motion was seconded by Board Member Palmer.

VOTE: Chairman Farrar called for a vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Spendlove - Aye
Board Member Palmer - Aye

The vote was unanimous and the motion carried.

REQUEST FOR A CLOSED SESSION: IF NECESSARY

No request.

ADJOURNMENT

MOTION: Board Member Sair motioned to adjourn.

SECOND: The motion was seconded by Board Member XX.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Taylor - Aye
Board Member Sair - Aye
Chairman Farrar - Aye
Board Member Spendlove - Aye
Board Member Palmer - Aye

The vote was unanimous and the motion carried.

Meeting adjourned at 7:15 PM

Date Approved: _____

Approved BY: _____

Chairman | Michael Farrar

Attest BY: _____

Clerk/Recorder | Jenna Vizcardo

DRAFT