



BIG PLAINS WATER SPECIAL SERVICE DISTRICT HEARING AND MEETING

BOARD OF DIRECTORS, REGULAR MEETING
1777 N Meadowlark Dr, Apple Valley
Wednesday, December 11, 2024 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, December 11, 2024**, 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

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. Adoption of Water Conservation Plan.

DISCUSSION AND ACTION

2. Adoption of Water Conservation Plan.

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 November 2024.
4. Budget Report for Fiscal Year 2025 through November 2024.
5. November 2024 Water Usage Comparison.
6. Minutes: November 13, 2024.

REQUEST FOR A CLOSED SESSION

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.

Staff Report

To: Big Plains Special Service District Board

From: Michelle Kinney, Finance Director and Deputy Clerk

Subject: Adoption of Big Plains Water Special Service District 2024 Water Conservation Plan

Date: December 3, 2024

Purpose

The purpose of this staff report is to provide the District Board with an overview of the proposed 2024 Water Conservation Plan prepared by the Big Plains Water Special Service District (BPWSSD) and seek approval for its adoption. This plan outlines strategies to ensure sustainable water management in Apple Valley, addressing water scarcity, infrastructure needs, and conservation goals.

Background

The State of Utah requires the BPWSSD to complete a Water Conservation Plan as part of the grant conditions for installing a new transmission pipeline connecting the Apple Valley Merritt and Gregerson Wells to the Cedar Point system. This plan serves as a strategic framework to manage and reduce water usage, ensure a sustainable supply, and address issues like water scarcity and system inefficiencies. It outlines specific goals, strategies, and actions to enhance water efficiency, educate the community, and safeguard water resources. Additionally, Utah State Code 73-10-31 mandates such plans to identify current practices and propose strategies for achieving conservation goals.

Plan Objectives

1. **Reduce System Water Loss**
 - Target a reduction from 21.94% to 11.94% by 2029 through leak detection, infrastructure upgrades, and water loss tracking specifically related to fire usage and well water turned to waste.
2. **Promote Community Awareness**
 - Increase public education on conservation practices through digital and print media. (Townwide newsletter with a Water Conservation Corner with tips and educational information).
 - Develop a waste policy for chronic high-water users who have chronic unrepaired leaks.
3. **Align with Regional Standards**

- Work with the Washington County Water Conservancy District to adopt rebate programs and conservation practices.

Strategies and Initiatives

- 1. Infrastructure Improvements**
 - Complete the transmission line connecting Apple Valley and Cedar Point systems in 2024.
 - Replace all manual-read meters with radio-read technology by mid-2025.
- 2. Water Audits and Tracking**
 - Conduct AWWA M36 audits to identify inefficiencies.
 - Develop policies for volumetric testing and meter inspections by 2026.
- 3. Public Engagement**
 - Launch an ongoing public awareness campaign, including newsletters and conservation workshops.
- 4. Policy and Pricing Adjustments**
 - Review tiered pricing structures to shift more revenue to variable fees.
 - Develop water efficiency standards by 2026 to qualify for state and regional rebate programs.

Evaluation Metrics

- Monitor monthly and annual water usage to gauge progress toward reduction targets.
- Conduct customer surveys to measure the impact of education and outreach.
- Perform regular system audits and update strategies accordingly.

Financial Implications

The plan aligns with BPWSSD's current budget and capital improvement projects, such as the new transmission line and meter upgrades. Some costs, such as audits and public campaigns, may require additional funding or grant applications. Educational efforts will lean heavily on WCWCD and state programs available to those with current Water Conservation Plans and local ordinances implementing conservation practices that meet state guidelines. The majority of the work will come from current employees and a restructuring of policies and procedures for handling of water resources.

Recommendation

It is recommended that the Board approve the adoption of the 2024 Water Conservation Plan to support sustainable water management and meet state conservation requirements. Board members are encouraged to review the plan thoroughly in preparation for the meeting and public hearing, ensuring readiness to incorporate any necessary adjustments based on public input and best practices before final approval and adoption.

Next Steps

- Adoption of the plan by the Board.
- Immediate implementation of policies for leak detection, meter upgrades, and public education.



Big Plains Water Special Service District

Preliminary 2024 Water Conservation Plan

Prepared By:

Michelle Kinney
Big Plains Water Special Service District
1777 N Meadowlark Dr.
Apple Valley, Utah 84737

The following Water Conservation Plan has been adopted by Big Plains Water Special Service District Board.

Board Members:

Michael Farrar- Chairman
Scott Taylor
Annie Spendlove
Janet Prentice
Kevin Sair

Michael Farrar- Chairman

Date adopted

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Introduction

Apple Valley, Utah is a small, rural town with a population of approximately 916 people. Located in Washington County Utah, near the Southern end of the state. The town spans about 50 square miles with much of the land undeveloped. Residents value the town's open spaces, peaceful, rural lifestyle and small town feel as a way of life. The community is characterized by rural residential properties, small developments, and a limited number of tourism-oriented businesses.

Apple Valley is located within the Mojave Desert. This desert, which spans parts of California, Nevada, Arizona, and Utah, is known for its arid climate, high summer temperatures, and unique desert vegetation. The Mojave Desert is the smallest of the North American deserts but plays a significant role in shaping the environment and climate of the region. The region's dry summers and minimal annual rainfall underscore the ongoing scarcity of water, highlighting the critical need for robust water conservation measures.

According to Utah State Code 73-10-31, water providers must create a plan that identifies existing and proposed water conservation measures. This plan will clearly state the overall water use reduction goal for Apple Valley and how that goal is to be achieved.

Big Plains Water Special Service District System Profile

The Big Plains Water Special Service District (BPWSSD) was created in 2011 by the Town of Apple Valley and is the water service provider for the rural community of Apple Valley, Utah. BPWSSD operates three distinct water systems: Apple Valley, Cedar Point, and Canaan Springs through which water is distributed to the most populous areas of town. A transmission line project connecting the Apple Valley and Cedar Point systems is currently underway, which will increase system efficiency and reliability.

This plan consolidates the three systems for planning and conservation purposes.

Service Area

The region's semi-arid climate experiences hot summers, mild winters, and low annual precipitation, making water conservation essential. BPWSSD relies heavily on well and spring water sources, that are recharged by rainfall and surface water infiltrating into the ground. Without rivers or large bodies of water contributing to the natural recharge of our aquifer, we must rely on rainfall, and careful, conservative water management practices to maintain the aquifer's capacity and ensure a sustainable supply for the community.

BPWSSD currently supplies water to all major developments in the town of Apple Valley. Water distribution is challenging due to financial limitations and the area's undeveloped land, rugged terrain, and distances between developments. The district continues to work on expanding infrastructure to serve rural homes, but in many cases, homeowners must rely on private wells for water. This limitation creates many "straws" dipping into the aquifer utilized to service the town.

Within the next year, BPWSSD will complete a new transmission line connecting the two main wells in the Apple Valley system to the Cedar Point system. This line will provide cleaner water to residents and further expand BPWSSD's serviceable area. In Figure one you will find a map of the Town of Apple Valley and the Big Plains Special Service District boundaries.

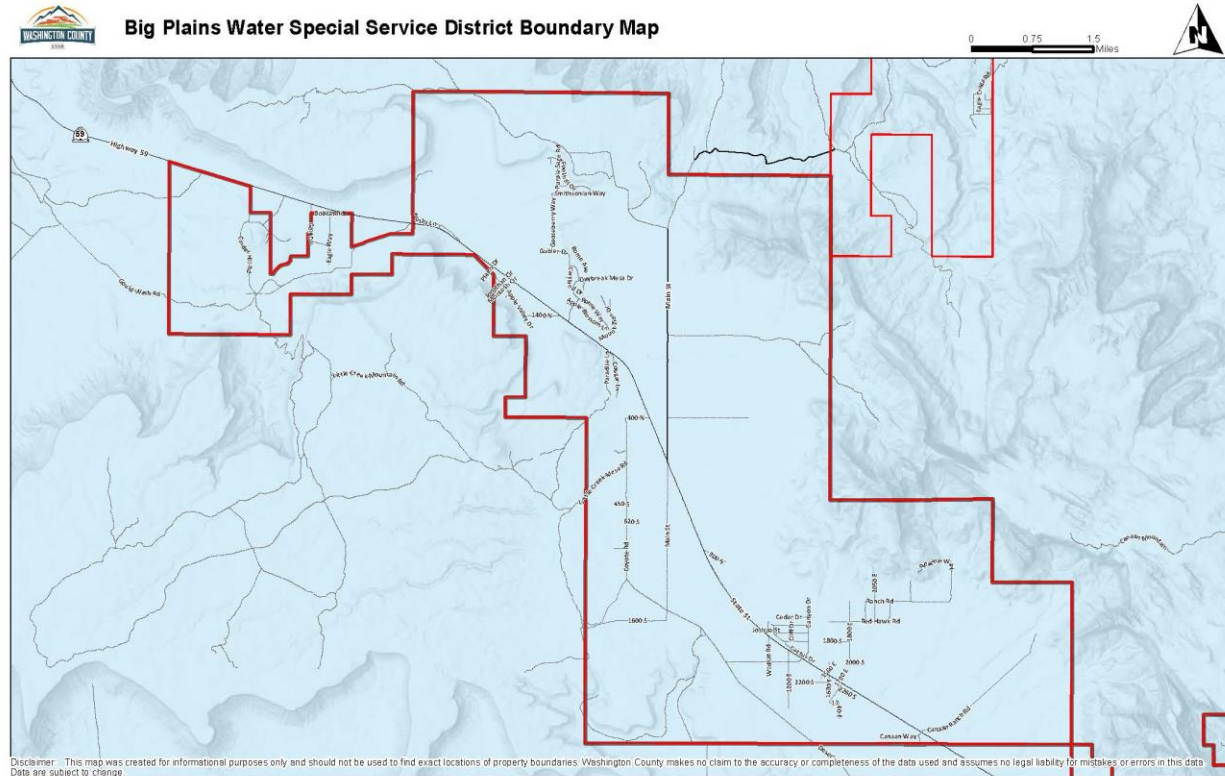
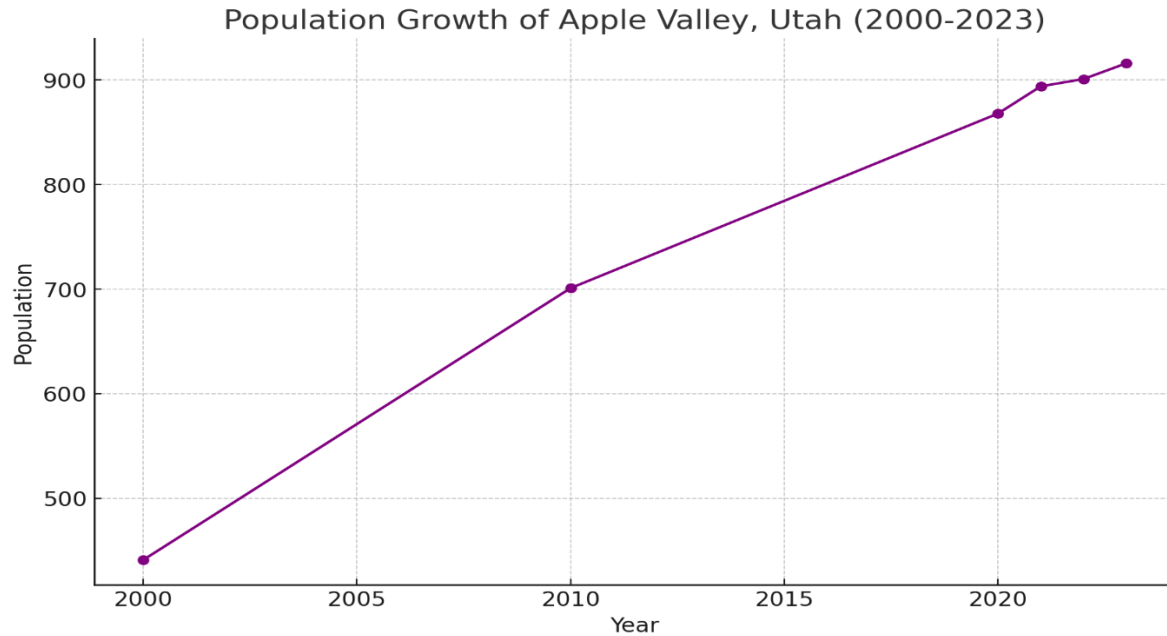


Figure 1 Big Plains Boundary Map

Water Supply and Usage

Apple Valley, Utah, has experienced significant growth since its incorporation in 2004. In 2000, prior to incorporation, the population was about 441. By 2010, the census recorded 701 residents, and by 2020, the population had grown to 868. The most recent data from 2023 estimates the population at 916, showing a steady annual growth rate of around 1.7%. Since 2000, Apple Valley has grown by more than 107%, making it one of the fastest-growing small towns in the region. (<https://www.biggestuscities.com/city/apple-valley-utah>)



At only 20 years old, the Town of Apple Valley is one of the newest towns in the State of Utah. BPWSSD has a total of 443 service connections, of which are predominantly residential. All water in the system is metered as culinary.

Table 1: Service Connection and Connection Type 2023

Type of Connection	Number of Connections
Residential	436
Commercial	3
Institutional	2
Industrial	2
Total	443

BPWSSD currently has 5 operational ground water wells for water distribution. These wells are used as needed to provide service to residents. The two main wells in the Apple Valley system are the Gregerson and Merritt wells. Cedar Point uses mainly Cooke and Jessup Wells, while Canaan springs service people in the southern portion of the town. Current water use for these connections is categorized as follows:

Table 1: Water Source and Acre Feet 2023

Water Source	Water (Acre-Feet)
Wells	198.0910
Spring	15.5346
Total	213.6256Acre-Feet

Table 2: Connection Type and Usage

Type of Connection	Total Water Use (Acre-Feet)
Residential	143.1443
Commercial	15.8743
Institutional	3.5265
Industrial	4.1996
Total	166.7447 Acre-Feet

Water Conservation Approach

BPWSSD aims to implement a proactive Water Conservation Plan that aligns with local and regional goals. Given the district's small size and the growing importance of sustainable water management, this plan focuses on reducing system water loss, promoting water-efficient technologies, and educating residents on conservation strategies.

The state has proposed regional M&I (Municipal and Industrial) goals which created region specific goals for municipal and industrial areas of Utah. Washington County and the Town of Apple Valley lie within the Lower Colorado River South Region. The 2015 baseline for GPCD for Washington County was 302, with a 2030 goal of 260. Interestingly, in 2023 the GPCD for Apple Valley is already significantly lower than these goals at 191 gallons per person per day. Although the estimated population of Apple Valley is 916, the number of people estimated to be using our system as full-time residents is 777. Other residents in the area have private wells and are therefore not included in our GPCD estimation.

BPWSSD understands there is work to be done. Yet the population in Apple Valley leans toward water conservation naturally. Most residents are aware of our water situation and routinely conserve water. Therefore, strategic goals have been set focusing on infrastructure improvements and reporting, water efficient development, and community education. Our current ERC estimations are 520 indicating we are currently at .32 acre-feet per ERC. The greatest water conservation efforts identified in this report are aimed at the high-water loss rate the district is experiencing. This will be the focus of our initial 5-year plan from 2025 to 2030.

Key Objectives:

1. **Reduce water loss:** Currently, BPWSSD experiences a significant water loss rate of 21.94%. Immediate efforts to address leak detection, tracking of non-revenue generating water usage, system infrastructure upgrades and improvements will be prioritized.
2. **Improve community awareness:** Public education will play a role in shifting water usage behaviors.
3. **Creation of a waste policy:** This policy will allow the system to assess a fees or terminate service for customers who have chronic unrepaired leaks resulting in high water usage and loss.

4. **Align with regional conservation standards:** BPWSSD will work closely with the Washington County Water Conservancy District (WCWCD) to leverage existing rebate programs, educational resources, and conservation practices.
5. **Pass water efficiency standards:** The District will work to adopt water efficiency standards allowing residents to utilize state and district funded water rebate programs.

Water Conservation Practices

1. Water Audits and Data Management

- **AWWA M36 water audits:** Conduct comprehensive water audits of district lines and meters to identify sources of water loss and implement corrective measures.
- **SCADA system upgrade:** The new transmission line connecting the Apple Valley and Cedar Point system will be equipped with a Supervisory Control and Data Acquisition (SCADA) system. This system will continuously monitor key variables like water pressure, flow rates, and tank levels across the system. It will also identify deviations from normal operation that may include leaks, bursts, or unauthorized use.
- **Volumetric testing of meters:** Create a plan to test all water meters every 2 years to improve accuracy and detect leaks early. Replace old meters that may need to be recalibrated or repaired.
- **Tracking non-revenue water usage:** Some water loss on the BPWSSD system is due to non-revenue water usage. This would include water sent out to waste in unmetered situations from well heads and tanks for the purpose of flushing and cleaning the system. This includes unmetered water used in fire training and firefighting.

2. Public Education and Outreach

- **Distribution of educational materials:** Print and digital resources to educate residents about indoor and outdoor water conservation techniques.
- **Website:** Maintain updated online resources and create a conservation page to amplify the water conservation message.

3. Conservation Pricing

- **Tiered Rates:** BPWSSD has an increasing block tiered rate structure to incentivize conservation. Recently the rates for higher tier users increased. The base rate also increased and although not as effective in keeping usage down, the higher base rate does urge many residents to keep the bill as low as possible through water conservation. In the next 5 years the district will look at moving more of the revenue from fixed fees to variable fees. This may be accomplished by lowering the base rate and increasing the tiered usage rates.

Table 3: Usage Rates per 1,000 gallons/month

Base Rate	0 - 5000	5001 - 12,000	12,001- 25,000	25,001- 35,000	35,001- 45,000	45,001- 55,000	55,001- 75,000	75,001- 100,000	Over 100,000
\$75.00	\$1.50	\$1.75	\$2.0	\$2.25	\$2.50	\$3.25	\$4.00	\$5.00	\$7.00

4. Current Initiatives

- **Meter Upgrades:** Since May 2023 BPWSSD has removed 58 manual read meters and replaced them with radio read meters. There are currently 7 residential manual read meters awaiting replacement.
- **Public education:** Initial steps have been taken to inform residents about the importance of water conservation, primarily through necessity as we await the new transmission line.

Proposed 5-Year Water Conservation Strategies

The following strategies will be implemented over the next five years with the adoption of this plan.

Goal 1: Reduce and maintain the system water loss rate to 11.94% or less by 2029.

Strategy 1A: Minimize water loss resulting from wasted water and other non-revenue sources.

- Establish and implement written policies for tracking water going to waste at wells and tanks.
 - Complete policies for water tracking by the middle of 2025, begin implementing by end of 2025.
- Establish and implement policies in collaboration with the Apple Valley fire department for reporting water use.
 - Complete policies for water tracking by the middle of 2025, begin implementing by end of 2025.

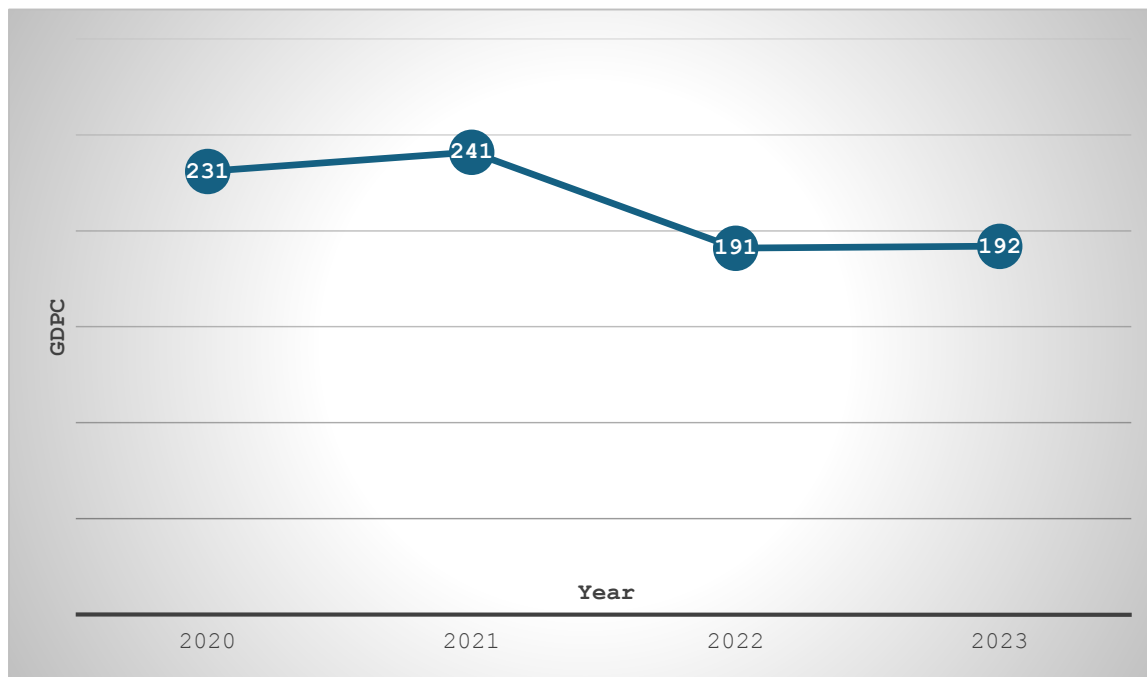
Strategy 1B: Reduce water loss by detecting leaks and metering inefficiencies.

- AWWA M36 water audit for assistance in analyzing the system. Complete audit by end of 2025.
 - Purchase “M36 Water Audits and Loss Control Programs” manual.
 - Review manual for audit information and set strategies based on results of review.
 - Implement as many suggested strategies as appropriate by 2029.
- Remove all manually read residential meters and replace with radio read meters.
 - Complete by the middle of 2025
- Establish and implement a policy for visual meter inspection, volumetric testing of every meter every 2 years, and replacement criteria that balances the cost of lost revenue as meters age.
 - Complete by the end of 2026

Goal 2: Reduce water usage in gallons by 2% from 192 GPCD to 188 GPCD by 2030

Figure 2 below shows the annual GPCD since 2020. Over the past 4 years we have seen a reduction in water use per capita. This plan aims to continue the trend of water reduction in a conservative manner until we can implement new systems and begin better tracking of all water usage through radio reading equipment.

Figure 2 GDPC Over 4 years



Strategy 2A: Create water efficiency standards and adopt to allow district customers to participate in County and Statewide rebate programs.

- Establish written standards and incorporate into district policies.
 - Complete policy standards by 2026
- Once standards are fully implemented begin educating residents about possible money saving upgrades to existing water fixtures and waterwise landscaping.
 - Implement educational programs by 2027
- Create a town wide newsletter with a water conservation message in each edition.

Evaluation Plan

BPWSSD will monitor water usage, system efficiency, and public participation to assess the success of its water conservation strategies. This evaluation will involve:

- **Monthly and annual water usage reports:** After implementing each strategy and correcting deficiencies, track the progress toward reduction targets. This will require documenting when deficiencies are corrected and then creating corresponding water usage reports and correlating results.
- **Regular review of plan calendar:** Set up a calendar with goal dates and review regularly to ensure we are on target to reach goals by the end of 2030.
- **Customer feedback:** Regular surveys to gauge the effectiveness of outreach, education and rebates.
- **System audits:** AWWA M36 audit to monitor and address water loss. Follow-up with this audit and implement findings and recommendations.

Conclusion

The Big Plains Water Special Service District Water Conservation Plan is a roadmap to managing the district's water resources sustainably. Through collaboration, education, and proactive system improvements, BPWSSD aims to ensure water security for the community of Apple Valley. This plan hopes to accomplish two main purposes; first, to provide clean drinking water to all those connected to the system and secondly, ensure water for future generations of Apple Valley residents.

Certification of Adoption

We hereby certify that the attached Water Conservation Plan has been established and adopted by our Board of Directors/Stockholders/Shareholders on _____, 2024.

President/Chairman/Board Member

Vice-President/Vice-Chairman/Board Member

Secretary/Treasurer

Big Plains Water Special Service District
Disbursement Listing
Checking - SBSU Operating - 11/01/2024 to 11/30/2024

Item 3.

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
Payroll	1101241200	11/01/2024	\$1,809.39			Paycheck
Internal Revenue Service	EFTPS1112024	11/01/2024	\$553.70			Payroll
Utah Retirement Systems	URS11052024	11/05/2024	\$366.69			Payroll
Scholzen Products Company, Inc.	1620	11/06/2024		11/06/2024	\$657.30	Purchasing
Scholzen Products Company, Inc.	1621	11/06/2024	\$657.30			Purchasing
Town of Apple Valley	1622	11/06/2024	\$5,000.00			Purchasing
State Bank of Southern Utah	SBSU1162024	11/06/2024	\$657.62			Purchasing
Payroll	1115241200	11/15/2024	\$2,437.32			Paycheck
USDA Rural Development	1115246	11/15/2024	\$1,269.00			Purchasing
USDA Rural Development	1115247	11/15/2024	\$9,271.00			Purchasing
Internal Revenue Service	EFTPS1115202	11/15/2024	\$553.70			Payroll
Rocky Mountain Power Company	RMP11152024	11/15/2024	\$1,810.25			Purchasing
Utah Retirement Systems	URS11152024	11/15/2024	\$366.69			Payroll
Buck's Ace	1623	11/20/2024	\$11.97			Purchasing
Hinton Burdick CPA's	1624	11/20/2024	\$1,750.00			Purchasing
Ruesch & Reeve	1625	11/20/2024	\$210.00			Purchasing
Scholzen Products Company, Inc.	1626	11/20/2024	\$796.55			Purchasing
Town of Apple Valley	1627	11/20/2024	\$72.18			Purchasing
Southwest Utah Public Health Departme	1628	11/20/2024	\$75.00			Purchasing
Gannet Nevada-UTah LocaliQ	1629	11/22/2024	\$258.28			Purchasing
Scholzen Products Company, Inc.	1630	11/22/2024	\$445.74			Purchasing
Sunrise Engineering Inc.	1631	11/22/2024	\$121.50			Purchasing
Scholzen Products Company, Inc.	1632	11/25/2024	\$281.62			Purchasing
ChemTech-Ford Laboratories	1633	11/27/2024	\$225.00			Purchasing
Payroll	1129241200	11/29/2024	\$1,809.39			Paycheck
Internal Revenue Service	EFTPS1129202	11/29/2024	\$553.70			Payroll
Utah Retirement Systems	URS11292024	11/29/2024	\$366.69			Payroll
			\$31,730.28		\$657.30	

Big Plains Water Special Service District
Operational Budget Report
51 Big Plains Water & Sewer SSD - 07/01/2024 to 11/30/2024
41.67% 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	163,229.26	80,322.42	289,084.44	442,400.00	65.34%
5150 Water Standby Fees	14,552.26	3,915.00	19,929.08	33,000.00	60.39%
5310 Connection Fees	0.00	0.00	6,400.00	6,700.00	95.52%
5410 Late Penalties and Fees	1,200.47	16.34	1,576.13	3,000.00	52.54%
5490 Other Operating Income	19,071.20	(37,895.00)	864.85	2,250.00	38.44%
Total Operating income	198,053.19	46,358.76	317,854.50	487,350.00	65.22%
Operating expense					
6010 Clerical Contractor Labor	0.00	258.28	258.28	300.00	86.09%
6011 Town Interlocal Agreement Costs	5,497.16	5,000.00	20,000.00	60,000.00	33.33%
6013 Water Salaries and Wages	60.00	4,615.40	25,384.70	75,000.00	33.85%
6014 Water Benefits	6.84	1,682.09	7,352.60	25,000.00	29.41%
6023 Travel	269.73	0.00	0.00	500.00	0.00%
6024 Training	1,102.37	0.00	250.00	1,200.00	20.83%
6025 Books/Subscriptions/Memberships	435.00	0.00	530.20	2,800.00	18.94%
6030 Admin Supplies and Expenses	2,812.52	0.00	909.12	5,000.00	18.18%
6032 Postage	0.00	0.00	0.00	200.00	0.00%
6035 Bank Service Charges	0.00	0.00	(8.00)	100.00	-8.00%
6040 Professional Service	14,649.25	121.50	1,758.60	15,000.00	11.72%
6043 Accounting & Audit Fees	1,350.00	0.00	1,750.00	20,000.00	8.75%
6044 Water Testing	4,561.22	300.00	2,252.54	10,000.00	22.53%
6045 Legal Fees	24,045.00	210.00	5,060.00	16,000.00	31.63%
6050 System Maintenance and Repairs	5,490.07	446.91	1,750.48	10,000.00	17.50%
6051 System Equipment	7,174.03	116.09	486.08	12,000.00	4.05%
6052 Well Maintenance and Repairs	16,258.89	459.88	1,788.14	20,000.00	8.94%
6053 Tank Maintenance and Repairs	831.32	0.00	350.13	11,000.00	3.18%
6060 Equipment Costs Other than Fuel	7,086.22	1,619.20	5,633.00	10,000.00	56.33%
6061 Equipment Fuel	1,038.98	0.00	2,499.38	6,000.00	41.66%
6067 Utilities	9,859.59	1,810.25	13,116.06	18,000.00	72.87%
6068 Telephone & Internet	587.54	0.00	0.00	1,500.00	0.00%
6070 Insurance	(281.49)	0.00	9,154.86	7,000.00	130.78%
6095 Depreciation Expense	64,637.91	13,628.30	67,868.99	145,000.00	46.81%
Total Operating expense	167,472.15	30,267.90	168,145.16	471,600.00	35.65%
Total Income From Operations:	30,581.04	16,090.86	149,709.34	15,750.00	950.54%
Non-Operating Items:					
Non-operating income					
5510 Grants	26,740.00	0.00	35,200.00	0.00	0.00%
5520 Impact Fees	27,000.00	0.00	71,152.00	60,000.00	118.59%
5610 Interest Income	5,138.10	1,115.91	5,582.44	9,000.00	62.03%
5690 Sundry Revenue	(6.00)	0.00	0.00	100.00	0.00%
Total Non-operating income	58,872.10	1,115.91	111,934.44	69,100.00	161.99%
Non-operating expense					
6080 Interest Expense	31,212.36	6,892.85	34,571.58	83,110.00	41.60%
Total Non-operating expense	31,212.36	6,892.85	34,571.58	83,110.00	41.60%
Total Non-Operating Items:	27,659.74	(5,776.94)	77,362.86	(14,010.00)	-552.20%
Total Income or Expense	58,240.78	10,313.92	227,072.20	1,740.00	13,050.13%

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			0			0
JAN 2025			0			0
FEB			0			0
MAR			0			0
APR			0			0
MAY			0			0
JUNE			0			0
FY2025 SUBTOTALS	23,929,456	20,115,485	3,813,971	31,139,966	23,088,589	8,051,377
	2025/2026	2024/2025	Over/ (Under)	2025/2026	2024/2025	Over/ (Under)
			0			0
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, November 13, 2024 at 6:30 PM

MINUTES

CALL TO ORDER- Chairman Farrar called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Chairman Michael Farrar

Board Member Kevin Sair

Board Member Annie Spendlove

Board Member Scott Taylor

ABSENT

Board Member Janet Prentice

DECLARATION OF CONFLICTS OF INTEREST

None declared.

REPORTS

No reports were presented, as all relevant updates had already been covered in the Town Council session.

PUBLIC HEARING

1. Amend Policies & Procedures, Resolution-BPW-R-2024-18.

Chairman Farrar opened the public hearing.

No public comments.

Chairman Farrar opened the public hearing.

DISCUSSION AND ACTION

2. Resolution BPW-R-2024-18, Amend Policies & Procedures.

Chairman Farrar introduced Resolution BPW-R-2024-18 to amend policies and procedures. The changes included adding an on-call section, adjusting holiday policies to full days for Christmas and New Year's, implementing sick leave for the water district, and updating medical coverage language to reflect QSEHRA use. He noted these amendments aligned with those for the Town Council and opened the floor for questions or a motion.

MOTION: Board Member Taylor moved to approve Resolution BPW-R-2024-18, Amend Policies & Procedures.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a Roll Call vote:

Board Member Sair - Aye

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

The vote was unanimous and the motion carried.

CONSENT AGENDA

3. Minutes: October 9, 2024.
4. Minutes: October 23, 2024.
5. Disbursement Listing for October 2024.
6. Budget Report for Fiscal Year 2025 through October 2024.
7. October 2024 Water Usage Comparison.

Mayor Farrar presented the consent agenda, which included the minutes from October 9, 2024, the minutes from October 23, 2024, the disbursement listing for October 2024, the budget report for the fiscal year 2025 through October 2024, and the October 2024 water usage comparison. He stated that he had reviewed the items and noted that the budget was on track and everything appeared to be in good order. He then invited any questions.

MOTION: Board Member Taylor moved that we approve the Consent Agenda, item number 3. Minutes: October 9, 2024, item number 4. Minutes: October 23, 2024, item number 5. Disbursement Listing for October 2024, item number 6. Budget Report for Fiscal Year 2025 through October 2024, item number 7. October 2024 Water Usage Comparison.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a vote:

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

The vote was unanimous and the motion carried.

REQUEST FOR A CLOSED SESSION

No request.

ADJOURNMENT

MOTION: Board Member Sair motioned to adjourn.

SECOND: The motion was seconded by Board Member Spendlove.

VOTE: Chairman Farrar called for a vote:

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

Board Member Taylor - Aye

The vote was unanimous and the motion carried.

The meeting was adjourned at 6:37 p.m.

Date Approved: _____

Approved BY: _____

Chairman | Michael Farrar

Attest BY: _____

Clerk/Recorder | Jenna Vizcardo

DRAFT