



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