



BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, April 16, 2025 at 6:30 PM

MINUTES

CALL TO ORDER - Chairman Farrar called the meeting to order at 6:53 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Chairman Michael Farrar

Board Member Kevin Sair

Board Member Scott Taylor

Board Member Richard Palmer

ABSENT

Board Member Annie Spendlove

CHAIR REPORT

Mayor Farrar stated there was nothing additional to report, noting that relevant updates were already discussed during the Town Council meeting.

DECLARATION OF CONFLICTS OF INTEREST

None declared.

DISCUSSION AND ACTION

1. Engagement Letter to reflect the Apple Valley and Big Plains Component Unit Audit for 2024.

Chairman Farrar introduced the first item: the engagement letter for the 2024 audit of Apple Valley and the Big Plains Water Special Service District as a component unit. The Mayor noted there would be no need to review the letter again unless requested by members of the board.

MOTION: Board Member Taylor moved we approve Engagement Letter to reflect the Apple Valley and Big Plains Component Unit Audit for 2024.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a vote:

Board Member Taylor - Aye

Board Member Sair - Aye

Chairman Farrar - Aye

Board Member Palmer - Aye

Board Member Spendlove - Absent

The vote was unanimous and the motion carried.

CONSENT AGENDA

2. FY2024 Audited Financial Report and Certification for Apple Valley Town and Big Plains Water SSD.
3. February and March 2025 Water Usage Comparison.

4. Disbursement Listing for February and March 2025.
5. Budget Report for Fiscal Year 2025 through February and March 2025.
6. Minutes: March 12, 2025.

MOTION: Board Member Sair motioned to approve the Consent Agenda.

SECOND: The motion was seconded by Board Member Taylor.

VOTE: Chairman Farrar called for a vote:

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

The vote was unanimous and the motion carried.

REQUEST FOR A CLOSED SESSION

No request.

ADJOURNMENT

MOTION: Board Member Palmer motioned to adjourn.

SECOND: The motion was seconded by Board Member Sair.

VOTE: Chairman Farrar called for a vote:

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

The vote was unanimous and the motion carried.

Meeting adjourned at 6:56 p.m.

Date Approved: _____

Approved BY: _____

Chairman | Michael Farrar

Attest BY: _____

Clerk/Recorder | Jenna Vizcardo