

PBHMD REGULAR MEETING MINUTES

DATE: December 7, 2023

TIME: 5:00 p.m.

PLACE:

Paint Brush Hills Metropolitan District
Administration & Maintenance Building
9985 Towner Avenue
Falcon, Colorado 80831

ATTENDANCE:

- X Rebecca Bonilla - President
- X Melissa Raetz - Vice President
- X David Lisle - Secretary
- X Russell Lawrence - Treasurer
- X Franklin Coleman - Assistant Secretary
- X Robert Guevara – District Manager
- X John Chmil – Legal Counsel

1. ADMINISTRATIVE MATTERS

1.1. Pledge of Allegiance

Director Bonilla led the Pledge of Allegiance at 5:01 pm

1.2. Present Disclosures of Potential Conflicts of Interest.

No conflicts were noted

1.3. Approve Agenda.

Motion to Approve Agenda with added changes 5.2.3. and 5.2.4. by Director Bonilla, Seconded by Director Lisle, unanimously carried

1.4. Public Comments.

No public comments

2. ENGINEERING MATTERS

2.1. Pump House 6

3. FINANCIAL MATTERS

3.1. Discuss and Review Monthly Financials

3.2. Monthly Balance Sheet Report

3.3. Approve Current 2024 Budget Pending Final Assessment

3.3.1. Conduct Public Hearing on Proposed Paint Brush Hills Metropolitan District 2024 Budget Water Tier Rate Increase and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mill Levy and Appropriating Funds for 2024 and consider adoption of Resolution No. 2024-01-XX (enclosure)

5:27 Motion to open public hearing on Proposed Paint Brush Hills Metropolitan District 2024 Budget Water Tier Rate Increase and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mil Levy and Approaching Funds for 2024 and consider adoption of Resolution No. 2024-01-XX made by Director Bonilla, seconded by Director Raetz, unanimously carried

5:28 Motion to close public hearing on Proposed Paint Brush Hills Metropolitan District 2024 Budget Water Tier Rate Increase and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mil Levy and Approaching Funds for 2024 and consider adoption of Resolution No. 2024-01-XX made by Director Bonilla, seconded by Director Raetz, unanimously carried

3.3.2. Conduct Public Hearing on Proposed Paint Brush Hills Metropolitan District Subdistrict A 2024 Budget and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mill Levy and Appropriating Funds (enclosure)

5:30 Motion to open public hearing on Proposed Paint Brush Hills Metropolitan District Subdistrict A 2024 Budget and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mil Levy and Appropriating Funds made by Director Bonilla, seconded by Director Raetz, unanimously carried

5:31 Motion to close public hearing on Proposed Paint Brush Hills Metropolitan District Subdistrict A 2024 Budget and consider adoption of Resolution No. 2024-01-XX Adopting Budget, Certification of Mil Levy and Appropriating Funds made by Director Bonilla, seconded by Director Lisle, unanimously carried

5:32 Motion to table vote until the next regular board meeting made by Director Bonilla, seconded by Director Raetz, unanimously carried

4. STAFF REPORTS

4.1. Review Manager's and Operational Reports

- 4.1.1. Operator in Responsible Charge Report
- 4.1.2. Multi-Year Pumping History Report
- 4.1.3. District Manager Report

5. CONSENT AGENDA & ACTION ITEMS

5.1. CONSENT AGENDA – Routine items to be approved and/or ratified by one motion. If separate discussion is requested; the item will be moved to the regular Action Items.

- 5.1.1. Approve Minutes from previous Regular Board Meeting on November 9th, 2023.
- 5.1.2. Approve/ratify the payment of claims for the period between November 9th, 2023, ending December 7th, 2023.

Motion to Approve Consent Agenda made by Director Bonilla, Seconded by Director Raetz, unanimously carried

5.2. ACTION ITEMS

- 5.2.1. Discuss and Provide Direction for Future Water Rights
- 5.2.2. Discuss and Provide Direction for Future Replacements of Meters
- 5.2.3. Decide and Approve 2024 Board Meeting Dates

Motion to Approve 2024 Board Meeting Dates excluding the Town Hall Meeting made by Director Raetz, Seconded by Director Lisle, unanimously carried

- 5.2.4. Discuss 2024 Holiday Schedule

Motion to Approve the 2024 Holiday Schedule made by Director Raetz, Seconded by Director Bonilla, unanimously carried

6. LEGAL MATTERS

- 6.1. Update on 9860 Litchfield fence

7. SUBDISTRICT A MATTERS

None

8. EXECUTIVE SESSION (§§24-6-402(4)(f), C.R.S.)

- 8.1. "I move that the Board enter into an executive session pursuant to Section 24-6-402(4)(f), C.R.S. for purposes of discussing staff team performance."

6:45 Motion to enter Executive Session made by Director Bonilla, seconded by Director Raetz, unanimously carried

6:49 Motion to exit Executive Session made by Director Bonilla, seconded by Director Raetz, unanimously carried


6:49 Motion to approve Christmas bonuses for staff made by Director Bonilla, seconded by Director Raetz, unanimously carried


8. ADJOURNMENT

6:50 pm - Motion to Close Regular Meeting by Director Lisle, Seconded by Director Raetz, unanimously carried


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR January 4th, 2024, at 5:00pm

Respectfully submitted,

By 
David Lisle
Secretary


Rebecca Bonilla
President


Melissa Raetz
Vice President


Russell Lawrence
Treasurer


Franklin Coleman
Assistant Secretary