

# PBHMD REGULAR MEETING MINUTES

**DATE:** April 20, 2023

**TIME:** 3:00 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 Christopher Olney - Secretary
- X Russell Lawrence - Treasurer
- X David Lisle - 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 3:01pm*

### 1.2. Present Disclosures of Potential Conflicts of Interest.

*No conflicts were noted*

### 1.3. Approve Agenda.

*Motion to Approve by Director Bonilla, Seconded by Director Lisle, unanimously carried*

### 1.4. Public Comments.

*None*

## 2. ENGINEERING MATTERS

### 2.1. Review Engineering Projects

## 3. FINANCIAL MATTERS

### 3.1. Discuss and Review Monthly Financials

#### 4. STAFF REPORTS

##### 4.1. Review Manager's and Operational Reports

- 4.1.1. 2023 Budget Priorities
- 4.1.2. Aged Receivables – Condensed
- 4.1.3. Past Due Accounts
- 4.1.4. Leaks from Prior Month
- 4.1.5. Monthly Locate Report
- 4.1.6. Monthly Maintenance Report
- 4.1.7. Monthly Loan Balance Sheet Report
- 4.1.8. Wells Status Report.
- 4.1.9. Multi-Year Pumping History Report
- 4.1.10. Well Distribution Report
- 4.1.11. Sewage Flow Data Report
- 4.1.12. Well Rehabilitation & Replacement Schedule

#### 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. Accept Project Items
- 5.1.2. Approve Minutes from previous Regular Board Meeting on March 16<sup>th</sup>, 2023.
- 5.1.3. Approve/ratify the payment of claims for the period between March 16<sup>th</sup>, 2023, ending April 20<sup>th</sup>, 2023.

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

##### 5.2. ACTION ITEMS

- 5.2.1. Discuss Direction for Camera Replacement  
*Motion to approve full camera replacement was approved, unanimously carried*
- 5.2.2. Discuss Community Clean-up / Community Day  
*Direction was given to hold a clean-up and dumpster for the community*
- 5.2.3. Discuss Possibility of Open House for Booster Station  
*Direction was given to proceed with a Open House*
- 5.2.4. Discuss Partnership with Foundation Lutheran Church for Community Park
- 5.2.5. Discuss Replacing Main Waterline on Londonderry  
*Decision was made to not pursue a waterline replacement*
- 5.2.6. Discuss removing “Project Items” Enclosure and adding items to Manager Report  
*Upon discussion, it was approved to remove the Project Items from the agenda*

#### 6. LEGAL MATTERS

- 6.1. Discuss ADA Access to Web Site

7. SUBDISTRICT A MATTERS

*None*

8. EXECUTIVE SESSION (§§24-6-402(4)(b), (e), and/or (f), C.R.S.)

*None*


8. ADJOURNMENT


*4:59pm - Motion to Close Regular Meeting by Director Bonilla, Seconded by Director Lisle, unanimously carried*


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR MAY 18<sup>th</sup>, 2023, at 3:00pm

Respectfully submitted,

By   
Christopher Olney  
Secretary

  
Rebecca Bonilla  
President

  
Melissa Raetz  
Vice President

  
Russell Lawrence  
Treasurer

  
David Lisle  
Assistant Secretary

