

# PBHMD REGULAR MEETING MINUTES

**DATE:** March 17, 2022

**TIME:** 5:30 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 5:30pm*

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

*No conflicts were noted*

### 1.3. Approve Agenda.

*Additions: 7.2. Discussion District Manager Performance Review  
4.2.6. Discussion Cleanup Responsibilities of Contractors  
4.2.7. Discussion Planning of Community Dumpsters*

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

### 1.4. Public Comments.

*None*

## 2. ENGINEERING MATTERS

### 2.1. Discuss and Review Engineer's Report

### 3. FINANCIAL MATTERS

#### 3.1. Discuss and Review Monthly Financials

### 4. CONSENT AGENDA & ACTION ITEMS

4.1. CONSENT AGENDA - These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the regular Agenda.

- 4.1.1. Acknowledge Manager's Report
  - 4.1.1.1. 2022 Budget Priorities
  - 4.1.1.2. Aged Receivables – Condensed
  - 4.1.1.3. Leaks from Prior Month
  - 4.1.1.4. Monthly Maintenance Report
  - 4.1.1.5. Monthly Loan Balance Sheet Report
- 4.1.2. Acknowledge Operations Reports
  - 4.1.2.1. Wells Status Report.
  - 4.1.2.2. Multi-Year Pumping History Report
  - 4.1.2.3. Well Data Report
  - 4.1.2.4. Sewage Flow Data Report

#### 4.2. ACTION ITEMS/PRIOR BOARD MEETING MINUTES/PAYMENT OF CLAIMS.

- 4.2.1. Accept Action Items
- 4.2.2. Approve Minutes of the January and February Regular Meetings, and March Special Meeting  
*Motion to Approve by Director Olney, Seconded by Director Lisle, unanimously carried*
- 4.2.3. Approve/ratify the payment of claims for the period from February 18, 2022 ending March 18, 2022  
*Motion to Approve by Director Bonilla, Seconded by Director Lisle, unanimously carried*
- 4.2.4. Review Converting All Files to Digital  
*Discussion Moved to End of Year Budget Review Meeting*
- 4.4.5. Discuss and Approve Resolution 2022-03-01 NACHA Rates  
*No Public Comment*  
*Motion to Approve by Director Raetz, Seconded by Director Lawrence, unanimously carried*

4.2.6. Discussion Cleanup Responsibilities of Contractors

4.2.7. Discussion Planning of Community Dumpsters

*Dumpsters will be available for Community in April and October  
Director Raetz to Coordinate Road Side Cleanup in April*

5. LEGAL MATTERS

*None*

6. SUBDISTRICT A MATTERS

*None*

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

7.1. Discussion with legal counsel regarding Woodmen Hills Rate issues pursuant to C.R.S. § 24-6-402(4)(b)

7.2. Discussion for personnel matter regarding District Manager Annual Performance Review pursuant to C.R.S. § 24-6-402(4)(f)

*Motion to Enter Executive Session, as noted above, by Director Bonilla, Seconded by Director Raetz, unanimously carried*

*Legal Counsel Discussion Started at 6:45pm*

*Legal Counsel Discussion Ended at 7:01pm*

*District Manager Annual Performance Review Discussion Entered at 7:01pm*

*Motion to Exit Executive Session at 7:32pm by Director Bonilla, Seconded by Director Olney, unanimously carried*

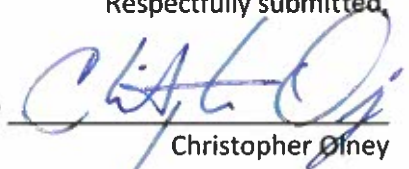
8. Debriefed the District Manager on his review for the year.


9. ADJOURNMENT


*7:53pm - Motion to Close Regular Meeting by Director Lisle, Seconded by Director Raetz, unanimously carried*


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR APRIL 21, 2022

Respectfully submitted,

By   
Christopher Olney  
Secretary

  
Rebecca Bonilla  
President

  
Melissa Raetz  
Vice President

  
Russell Lawrence  
Treasurer

  
David Lisle  
Assistant Secretary

**CERTIFICATION OF EXECUTIVE SESSION**

On March 17, 2022, it was duly moved and seconded that the Paint Brush Hills Metropolitan District Board of Directors enter into an executive session pursuant to § 24-6-402(4)(b), C.R.S., for the purposes of receiving legal advice on specific legal questions from the Board's legal counsel on the Woodmen Hills rate issues, such advice constituting privileged attorney-client communications in the opinion of the undersigned. The motion carried unanimously and the Board entered into an executive session from 6:45 p.m. until 7:01 p.m.

**CERTIFICATION BY REGISTERED ATTORNEY**

I, Johnathon Intolubbe-Chmil, Reg. No. 48768, hereby certify that the executive session was devoted to providing specific legal advice to the Board of Directors as noted above and that all such communications during the executive session were privileged under applicable Colorado law and Supreme Court rules.

  
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Johnathon Intolubbe-Chmil

