

# PBHMD REGULAR MEETING MINUTES

**DATE:** November 10, 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 Raetz 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.

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

### 1.4. Public Comments.

*None*

## 2. ENGINEERING MATTERS

### 2.1. Review Engineering Projects - RG & Associates

## 3. FINANCIAL MATTERS

### 3.1. Discuss and Review Monthly Financials

### 3.2. Presentation of 2021 Audit

#### 4. STAFF REPORTS

##### 4.1. Manager's Report

- 4.1.1. 2022 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

##### 4.2. Operations Reports

- 4.2.1. Wells Status Report.
- 4.2.2. Multi-Year Pumping History Report
- 4.2.3. Well Distribution Report
- 4.2.4. Sewage Flow Data Report
- 4.2.5. Well Rehabilitation & Replacement Schedule

#### 5. CONSENT AGENDA & ACTION ITEMS

5.1. 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.

- 5.1.1. Accept Project Items
- 5.1.2. Approve Minutes of the September 22, 2022, October 13, 2022, November 3, 2022 Board Meetings
- 5.1.3. Approve/ratify the payment of claims for the period from October 20, 2022 ending November 10, 2022

*Motion to Approve Minutes and Payment of Claims by Director Olney, Seconded by Director Lisle, unanimously carried*

##### 5.2. ACTION ITEMS

- 5.2.1. Discuss and Review the John Deere Equipment Offer

*Motion to Purchase a Utility Trailer and Scan Documents in 2022 by Director Olney, Seconded by Director Raetz, Motion Carried (4 Yes and 1 No)*

- 5.2.2. Discuss for Determination of Continuation to Receive E-Checks

*Motion to Stop E-Check Service by Director Raetz, Seconded by Director Olney, unanimously carried*

6. LEGAL MATTERS

*None*

7. SUBDISTRICT A MATTERS

*None*

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

8.1. "I move that the Board enter into an executive session pursuant to Section 24-6-402(4)(e)(I), C.R.S., for purposes of legal advice from the district's legal counsel on specific legal questions regarding the Woodmen Hills rate issues."

*6:57pm - Motion to Enter Executive Session by Director Raetz, Seconded by Director Olney, unanimously carried*

*7:17pm - Motion to Exit Executive Session by Director Raetz, Seconded by Director Lisle, unanimously carried*


8. ADJOURNMENT

*7:20pm - Motion to Close Regular Meeting by Director Raetz, Seconded by Director Olney, unanimously carried*


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR DECEMBER 8, 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 November 10, 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 from the District's legal counsel on specific legal questions regarding 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 6:57 p.m. until 7:17 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.

  
\_\_\_\_\_  
Johnathon Intolubbe-Chmil

L