PBHMD REGULAR MEETING MINUTES

DATE: August 17, 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 5:00pm

1.2. Present Disclosures of Potential Conflicts of Interest.
No conflicts were noted

1.3. Approve Agenda.
Motion to Approve Agenda by Director Bonilla, Seconded by Director Raetz, unanimously carried

1.4. Public Comments.
None

2. ENGINEERING MATTERS
2.1. Discuss Engineering Projects
2.1.1. Pump House 6
2.1.2. Booster Station
- Emergency Generator Test Complete

2.1.3. Equipment Storage Facility
- SDP in Final Stages for Submittal

3. FINANCIAL MATTERS
    3.1. Discuss and Review Monthly Financials
    3.2. Monthly Balance Sheet Report

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 July 20th , 2023.
        5.1.2. Approve/ratify the payment of claims for the period between July 20th, 2023, ending August 17th, 2023.

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

    5.2. ACTION ITEMS
        5.2.1. Ratify RG & Associates proposal for Pump House #6

        Motion to Approve RG & Associates proposal for Pump House #6 made by Director Bonilla, Seconded by Director Lisle, unanimously carried

        5.2.2. Review and Approve Budget Schedule
        - September (End of Month) – Treasury Review
        - October 15th – Email Board Draft Budget
        - October / November – Budget Working Session (October 26th or November 2nd)
        - December – Accept Final Budget December 14th Regular Meeting (Deadline to accept is December 15th)

        By consensus, the Board agreed upon October 26th for Budget Working Session

6. LEGAL MATTERS
    None

7. SUBDISTRICT A MATTERS
    None

8. EXECUTIVE SESSION

None

8. ADJOURNMENT

6:34 pm - Motion to Close Regular Meeting by Director Bonilla, Seconded by Director Raetz, unanimously carried

THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR SEPTEMBER 21st, 2023, at 5:00pm

Respectfully submitted,

By

David Lisle
Secretary

Rebecca Bonilla
President

Melissa Raetz
Vice President

Russell Lawrence
Treasurer

Franklin Coleman
Assistant Secretary