

# PBHMD REGULAR MEETING MINUTES

**DATE:** December 12<sup>th</sup>, 2024

**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 5:00 pm*

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

*No Conflicts*

### **1.3. Approve Agenda.**

*Motion to approve agenda made by Director Bonilla, seconded by Director Raetz, unanimously carried*

### **1.4. Public Comments.**

*No public comments*

## **2. ENGINEERING MATTERS**

### **2.1. Pump House 6 – Building delivered; Pending building permit**

## **3. FINANCIAL MATTERS**

### **3.1. Discuss and Review Monthly Financials**

### **3.2. Monthly Balance Sheet Report**

### **3.3. Conduct Public Hearing on Proposed Paint Brush Hills Metropolitan District 2025 Budget**

Water Tier Rate Increase and consider adoption of Resolution No. 2024-12-01 Adopting Budget, Certification of Mill Levy and Appropriating Funds for 2025 and consider adoption of Resolution No. 2024-12-04 (enclosure)

*5:13 p.m. - Motion to open public hearing made by Director Bonilla, seconded by Director Raetz, unanimously carried*

*5:14 p.m. – Motion to close public hearing made by Director Bonilla, seconded by Director Raetz, unanimously carried*

*Motion to adopt Resolution No. 2024-12-01 Adopting 2025 Budget, Imposing Mill Levy and Appropriating Funds and Resolution No. 2024-12-04 Water Tier Rate / Fee Increases made by Director Bonilla, seconded by Director Lisle, unanimously carried*

- 3.4. Conduct Public Hearing on Proposed Paint Brush Hills Metropolitan District Subdistrict A 2025 Budget and consider adoption of Resolution No. 2024-12-02 Adopting Budget, Certification of Mill Levy and Appropriating Funds (enclosure)

*5:15 p.m. – Motion to open public hearing made by Director Bonilla, seconded by Director Raetz, unanimously carried*

*5:17 p.m. – Motion to close public hearing made by Director Bonilla, seconded by Director Raetz, unanimously carried*

*Motion to adopt Paint Brush Hills Metropolitan District Subdistrict A 2025 Budget, Resolution No. 2024-12-02 Adopting Budget, Certification of Mill Levy and Appropriating Funds 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. Field Supervisor 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 21<sup>st</sup>, 2024.

5.1.2. Approve/ratify the payment of claims for the period between November 21<sup>st</sup>, 2024, ending December 12<sup>th</sup>, 2024.

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

##### 5.2. ACTION ITEMS

5.2.1. Discuss and Approve Election Resolution No. 2024-12-03, assign

designated election official

*Motion to adopt Resolution No. 2024-12-03 appointing Robert Guevara, District Manager, Designated Election Official made by Director Bonilla, seconded by Director Raetz, unanimously carried*

5.2.2. Review and Approve 2025 Board Meeting Dates

*Motion to Approve 2025 Board Meeting Dates, changing the November 20<sup>th</sup> to November 13<sup>th</sup> made by Director Bonilla, Director Raetz, unanimously carried*

5.2.3. Review and Approve 2025 Holiday Schedule

*Motion to Approve 2025 Holiday Schedule with the addition of November 10<sup>th</sup> as an unpaid holiday made by Director Raetz, seconded by Director Lisle, unanimously carried*

6. LEGAL MATTERS

*None*

7. SUBDISTRICT A MATTERS

*None*

8. EXECUTIVE SESSION


*None*

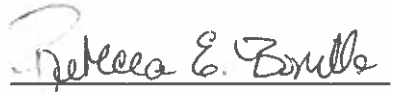
9. ADJOURNMENT


*6:20 pm - Motion to Close Regular Meeting by Director Bonilla, Seconded by Director Raetz, unanimously carried*


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR JANUARY 16<sup>th</sup>, 2024 at 5:00pm

Respectfully submitted,

By   
David Lisle  
Secretary

  
Rebecca Bonilla  
President

  
Melissa Raetz  
Vice President

  
Russell Lawrence  
Treasurer

  
Franklin Coleman  
Assistant Secretary