

# PBHMD REGULAR MEETING MINUTES

**DATE:** January 16<sup>th</sup>, 2025

**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

2.2. Equipment Storage Facility – Preparing bid package

## 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. 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 December 12<sup>th</sup>, 2024.

5.1.2. Approve/ratify the payment of claims for the period between December 12<sup>th</sup>, 2024, ending January 16<sup>th</sup>, 2025.

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

##### 5.2. ACTION ITEMS

5.2.1. Discuss, Review, and Approve Resolution No. 2025-01-01 Public Records Request Policy

*Motion to approve Resolution No. 2025-01-01 Public Records Request Policy made by Director Bonilla, Seconded by Director Lisle, unanimously carried*

#### 6. LEGAL MATTERS

*None*

#### 7. SUBDISTRICT A MATTERS

*None*

#### 8. EXECUTIVE SESSION


*None*


#### 9. ADJOURNMENT

*6:40 pm - Motion to Close Regular Meeting by Director Bonilla, Seconded by Director Raetz, unanimously carried*


THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR FEBRUARY 20<sup>th</sup>, 2025 at 5:00pm

Respectfully submitted,

By   
David Lisle  
Secretary

  
Rebecca Bonilla  
President

  
Melissa Raetz  
Vice President

  
Russell Lawrence  
Treasurer

  
Franklin Coleman  
Assistant Secretary

