

# PBHMD REGULAR MEETING MINUTES

**DATE:** January 19, 2023

**TIME:** 3:00 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 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 3:02pm*

### 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 Olney, unanimously carried*

### 1.4. Public Comments.

*None*

## 2. ENGINEERING MATTERS

### 2.1. Review Engineering Projects

## 3. FINANCIAL MATTERS

### 3.1. Discuss and Review Monthly Financials

#### 4. STAFF REPORTS

##### 4.1. Review Manager's and Operational Reports

- 4.1.1. 2023 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
- 4.1.8. Wells Status Report.
- 4.1.9. Multi-Year Pumping History Report
- 4.1.10. Well Distribution Report
- 4.1.11. Sewage Flow Data Report
- 4.1.12. Well Rehabilitation & Replacement Schedule

#### 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. Accept Project Items
- 5.1.2. Approve Minutes from previous Regular Board Meeting on December 8<sup>th</sup>, 2022, and Special Board Meeting on January 5<sup>th</sup>, 2023.
- 5.1.3. Approve/ratify the payment of claims for the period between December 8<sup>th</sup>, 2022, ending January 19<sup>th</sup>, 2023.

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

##### 5.2. ACTION ITEMS

- 5.2.1. Review and Approve Revised Employee Handbook

*Motion to Approve Revised Employee Handbook with Suggested Updates and to Include Explanation of FAMLI by Director Raetz, Seconded by Director Lawrence, unanimously carried*

- 5.2.2 Discuss If District Wants to Move Forward with Tuition Reimbursement for Employees

*More Discussion Scheduled for February Regular Board Meeting*

- 5.2.3 Review and Approve Summary of Arbitration

*Update was provided by Mr. Guevara and Mr. Chmil with additional details to follow at the February Regular Board Meeting*

6. LEGAL MATTERS

*None*

7. SUBDISTRICT A MATTERS

*None*

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

*None*

8. ADJOURNMENT

*4:25pm - Motion to Close Regular Meeting by Director Raetz, Seconded by Director Lisle, unanimously carried*

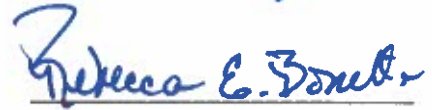
THE NEXT REGULAR DISTRICT MEETING IS SCHEDULED FOR FEBRUARY 16, 2023 at 3:00pm

Respectfully submitted,

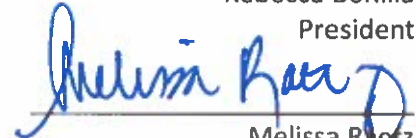
By



Christopher Olney  
Secretary



Rebecca Bonilla  
President



Melissa Raetz  
Vice President



Russell Lawrence  
Treasurer



David Lisle  
Assistant Secretary

