

# PAINT BRUSH HILLS METROPOLITAN DISTRICT

## Administrative Offices

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

### NOTICE OF REGULAR MEETING AND AGENDA

| <u>Board of Directors:</u> | <u>Office:</u>      | <u>Term/Expires:</u> |
|----------------------------|---------------------|----------------------|
| Kim Griffin                | President           | 2018/May 2018        |
| Calvin Pollard             | Vice President      | 2016/May 2016        |
| Doug Burrer                | Treasurer           | 2016/May 2016        |
| Floyd Roberts              | Assistant Secretary | 2018/May 2018        |
| John Bruszenski            | Assistant Secretary | 2016/May 2016        |

DATE: February 19, 2015  
TIME: 7:00 p.m.  
PLACE: Paint Brush Hills Metropolitan District Office  
9830 Liberty Grove Drive  
Falcon, Colorado 80831

#### I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda.

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C. Public Comments. (For items not on the agenda, only. Comments limited to 3 minutes per person and are taken in order listed on the sign-in sheet).

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D. 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.

- Acknowledge Manager's Report (enclosure).
  - Acknowledge Staff Report (enclosure).
  - Acknowledge Operations Report (enclosure).
  - Approve Minutes of the January 15, 2015 Regular Meeting (enclosure).
  - Acknowledge 2015 Budget Priorities (to be distributed).
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II. FINANCIAL MATTERS

A. Review and approve the payment of claims for the period ending February 19, 2015, as follows (to be distributed):

|                    |           |
|--------------------|-----------|
| General Fund:      | \$        |
| Debt Service Fund: | \$        |
| Enterprise Fund:   | \$        |
| <b>Total:</b>      | <u>\$</u> |

B. Review and accept unaudited financial statements for the periods ending January 31, 2015 (enclosure).

C. Update on status of Wells Fargo Capital Lease-Purchase refunding with Farmers State Bank.

1. Ratify Commitment Letter with Farmers State Bank for Refunding.
2. Discuss and consider draft Water Rights Legal Description and Valuation opinion from District Water Counsel (to be distributed).

III. LEGAL MATTERS

- A. \_\_\_\_\_
- B. \_\_\_\_\_

IV. EXECUTIVE SESSION (§§24-6-402(4)(b) & (e), C.R.S.) (if necessary)

- A. Discuss request regarding conveyance of property.
- B. \_\_\_\_\_

V. OPERATIONS AND MAINTENANCE

- A. Consider proposal from RG & Associates for preliminary layout design and cost estimate for District office and workshop, and approve First Addendum to Independent Contractor Agreement (enclosure).
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B. \_\_\_\_\_

VI. OTHER BUSINESS

- A. Review and consider approval of 2014 El Paso County Annual Report and Disclosure (enclosure).
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VII. ADJOURNMENT **THE NEXT MEETING IS SCHEDULED FOR MARCH 19, 2015.**



District Office
9830 Liberty Grove Drive
Falcon, CO 80831
Tel. 719-495-8188
www.pbhmd.com

Administrative Offices
141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
Fax: 303-987-2032

MANAGER'S REPORT

February 19, 2015 Regular Meeting

Note: The District's Legal Counsel, Jennifer Gruber Tanaka of White Bear Ankele Tanaka & Waldron, will attend this meeting via telephone.

Agenda Matters Background & Recommendations

I. ADMINISTRATIVE MATTERS

D. 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.

- Acknowledge Manager's Report (enclosure).
Acknowledge Staff Report (enclosure).
Acknowledge Operations Report (enclosure).
Approve Minutes of the January 15, 2015 Regular Meeting (enclosure).
Acknowledge 2015 Budget Priorities (enclosure).

Recommended Board Action: Approve Consent Agenda as presented.

II. FINANCIAL MATTERS

A. Review and approve the payment of claims for the period ending February 19, 2015, as follows (enclosure):

Table with 2 columns: Fund Name, Amount. Rows: General Fund, Debt Service Fund, Enterprise Fund, Total.

Recommended Board Action: Approve claims for the period ending February 19, 2015 as presented.

B. Review and accept unaudited financial statements for the periods ending January 31, 2015 (enclosure).

Recommended Board Action: Accept the financial statements for the periods ending January 31, 2015 as presented.

- C. Update on status of Wells Fargo Capital Lease-Purchase refunding with Farmers State Bank.
- Directors Burrer and Pollard, and I met with Farmers State Bank representatives Randy Pieper and Scott Lutz on January 16, 2015.
  - On January 23, 2015, Scott Lutz provided me with the Capital Lease-Purchase preliminary terms as follows:
    - Interest Rate – 3.0% fixed for 10 years.
    - Loan Origination Fee - \$10,000 plus the cost of appraising the value of the water rights.
    - Attorney Fee - \$0
    - Loan Payment Reserve - \$0
  - The FSB Loan Committee met on January 28, 2015 and approved the District's proposed Capital Lease-Purchase Refunding.
  - A Loan Commitment Letter was executed by Director Pollard on behalf of the District.
  - The District's Water Counsel, Paul Anderson, will prepare a legal description of the District's water rights and provide his opinion as to the value of the water rights in lieu of an appraisal.
1. Ratify Commitment Letter with Farmers State Bank for Refunding.

**Recommended Board Action:** Ratify the Loan Commitment Letter.

2. Discuss and consider draft Water Rights Legal Description and Valuation opinion from District Water Counsel (to be distributed).

**Background:** Farmers State Bank has requested that the District provide them with a legal description of its water rights. In addition, they have requested that the District Water Counsel provide them with an opinion as to the value of the water rights in lieu of an appraisal. I contacted Paul Anderson with these requests. Mr. Anderson will provide the District with a draft legal description and valuation opinion for this meeting.

**Recommended Board Action:** Accept the draft District Water Rights Legal Description and Valuation as drafted by Paul Anderson, Esq.

### III. LEGAL MATTERS

*There are no Legal Matters on the Agenda.*

### IV. EXECUTIVE SESSION (§24-6-402(4)(b) & (e), C.R.S.)

*A Confidential Memorandum regarding the Executive Session matter will be sent under separate cover by Ms. Tanaka.*

**V. OPERATIONS AND MAINTENANCE**

- A. *Consider proposal from RG & Associates for preliminary layout design and cost estimate for District office and workshop, and approve First Addendum to Independent Contractor Agreement (enclosure).*

**Background:** We are preparing for the next phase of the construction of the District Office and Shop – determining the cost of construction. In order to do so, we need to have drawings prepared that are sufficient to determine construction cost estimates. The proposal from the District Engineer is for drawings that will get us to this point.

The District Engineer will also be at the meeting to discuss with the Board its direction on a water treatment system. As I previously noted in an email to you, the District Engineer has proposed some less costly alternatives to a filter plant.

**Recommended Board Action:** Approve the proposal from RG & Associates for preliminary layout design and cost estimate for District office and workshop, and approve First Addendum to Independent Contractor Agreement.

**VI. OTHER BUSINESS**

- A. Review and consider approval of 2014 El Paso County Annual Report and Disclosure (enclosure).

**Background:** On February 28<sup>th</sup> of each year, the District is required to file an Annual Report and Disclosure with El Paso County. The 2014 Report is included in your packet.

**Recommended Board Action:** Approve the 2014 El Paso County Annual Report and Disclosure.

As always, please feel free to contact me with any questions.

Respectfully submitted,



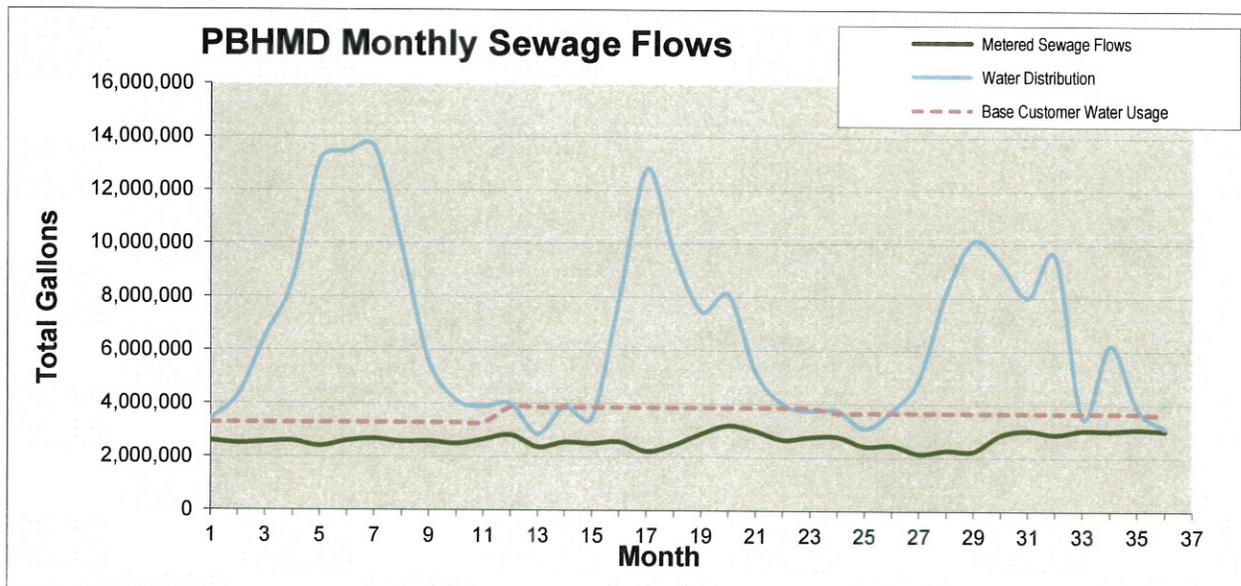
Leon Gomes  
District Manager

## **PBHMD Staff Update:**

1. Rider is working on the administration of PBHMD's Cross Connection Control Program at Falcon Middle School. Walkthrough's have been done, write up has been done. Falcon Middle School still has another device to test.
2. Frazee Construction is close to finishing the sewer system for Scenic View Development. Rider is inspecting their work.
3. Knepper met with Layne Christiansen on new equipment for Wells 8 & 9.
4. Woodmen Hills has reportedly finished their cleaning/videoing of filings 4 & 5 sewer lines. Waiting for data and results.
5. South Manchester Park recently had a playground slide vandalized, new parts were installed.
6. Large tank has been drained and Norvell Construction sanded and patch painted areas of the large tank for warranty purposes. They have also installed two divot arms in attempt to restore the doors back to working order.
7. Multiple hydrants were flushed in an effort to help facilitate draining of the large tank.
8. Knepper received water quality complaint on Sunday January 24<sup>th</sup> about very smelly water. Hydrants were flushed that day as well as next. Neighbors to that affected reported no problems.
9. Knepper, Rider and Riggs attended CPR, Basic First Aid, and Oxygen training through Meridian Ranch.
10. Knepper, Rider, Riggs and Lindt attended a Trench Safety class at Meridian Ranch.
11. Fence was fixed at Meridian and Stapleton.
12. Lindt shocked Well #6.
13. Knepper, Gomes met with new District Engineer; Rick Goncalves, for an introduction and tour of District Facilities.
14. AVK and National Meter representatives gave a presentation at District office on the new hydrants that will be used in Scenic View.

# PBHMD 3 Year Sewage Meter Flow Data Summary

| Month/Year  | Total Flow (gal)    | # days/month | Average MGD/Day | Monthly Water Distribution | Base Water Usage | Totalizer   |
|-------------|---------------------|--------------|-----------------|----------------------------|------------------|---|
| FEB '12     | 2,600,000           | 29           | 0.090           | 3,413,525                  | 3,277,989        |   |
| MAR '12     | 2,500,178           | 31           | 0.081           | 4,296,923                  | 3,277,989        | <i>Totalizer non-op for 14 hrs on 3/5, so additional 46,178 gal added</i> |
| APRIL '12   | 2,552,000           | 30           | 0.085           | 6,503,553                  | 3,277,989        |   |
| MAY '12     | 2,588,000           | 31           | 0.083           | 8,628,004                  | 3,277,989        |   |
| JUNE '12    | 2,401,000           | 30           | 0.080           | 13,133,858                 | 3,277,989        |   |
| JULY '12    | 2,595,000           | 31           | 0.084           | 13,453,776                 | 3,277,989        |   |
| AUG '12     | 2,672,000           | 31           | 0.086           | 13,614,907                 | 3,277,989        |   |
| SEPT '12    | 2,562,000           | 30           | 0.085           | 9,867,368                  | 3,277,989        |   |
| OCT '12     | 2,588,000           | 31           | 0.083           | 5,570,803                  | 3,277,989        |   |
| NOV '12     | 2,492,000           | 30           | 0.083           | 4,112,477                  | 3,277,989        |   |
| DEC '12     | 2,650,000           | 30           | 0.088           | 3,879,285                  | 3,277,989        |   |
| JAN '13     | 2,824,000           | 31           | 0.091           | 3,985,980                  | 3,855,330        |   |
| FEB '13     | 2,370,000           | 28           | 0.085           | 2,852,674                  | 3,855,330        |   |
| MAR '13     | 2,557,000           | 31           | 0.082           | 3,913,010                  | 3,855,330        |   |
| APRIL '13   | 2,506,000           | 30           | 0.084           | 3,471,780                  | 3,855,330        |   |
| MAY '13     | 2,575,000           | 31           | 0.083           | 7,985,090                  | 3,855,330        |   |
| JUNE '13    | 2,216,000           | 30           | 0.074           | 12,811,130                 | 3,855,330        |   |
| JULY '13    | 2,457,000           | 31           | 0.079           | 9,623,130                  | 3,855,330        |   |
| AUG '13     | 2,881,000           | 31           | 0.093           | 7,462,390                  | 3,855,330        |   |
| SEPT '13    | 3,192,000           | 30           | 0.106           | 8,074,420                  | 3,855,330        |   |
| OCT '13     | 2,980,000           | 31           | 0.096           | 5,153,400                  | 3,855,330        |   |
| NOV '13     | 2,657,000           | 30           | 0.089           | 3,985,600                  | 3,855,330        |   |
| DEC '13     | 2,764,000           | 30           | 0.092           | 3,745,750                  | 3,855,330        |   |
| JAN '14     | 2,774,000           | 31           | 0.089           | 3,753,420                  | 3,657,737        | <i>Totalizer non-op for 4 days added 360000 to account</i>                |
| FEB '14     | 2,419,000           | 28           | 0.086           | 3,082,630                  | 3,657,737        | <i>Totalizer non-op for 4 days added 360000 to account</i>                |
| MAR '14     | 2,455,000           | 31           | 0.079           | 3,754,280                  | 3,657,737        |   |
| APR '13     | 2,143,000           | 29           | 0.074           | 4,956,020                  | 3,657,737        |   |
| MAY '14     | 2,276,000           | 31           | 0.073           | 8,261,690                  | 3,657,737        |   |
| JUNE '14    | 2,249,000           | 30           | 0.075           | 10,134,110                 | 3,657,737        |   |
| JULY '14    | 2,861,000           | 31           | 0.092           | 9,259,520                  | 3,657,737        | 2143000   |
| AUG '14     | 3,021,000           | 31           | 0.097           | 8,001,780                  | 3,657,737        | 5164000   |
| SEPT '14    | 2,877,000           | 30           | 0.096           | 9,540,640                  | 3,657,737        | 8041000   |
| OCT '14     | 3,036,000           | 31           | 0.098           | 3,505,360                  | 3,657,737        | 11077000  |
| NOV '14     | 3,016,000           | 30           | 0.101           | 6,213,020                  | 3,657,737        | 14093000  |
| DEC '14     | 3,080,000           | 31           | 0.099           | 3,854,070                  | 3,657,737        | 17173000  |
| JAN '15     | 3,015,000           | 31           | 0.097           | 3,115,030                  | 3,584,020        | 20188000  |
| Avg./Month: | 2,735,944 gal/month | 30.4         | 0.090           | (includes 2009/10 data)    |                  |   |
| Avg/Day:    | 90,006 gal/day      |              |                 |                            |                  |   |



**PBHMD Well Status Report - January 2015**

**Well Levels**

| <u>WELL</u>      | <u>APPROX. FLOW</u> | <u>OPERATIONAL</u> | <u>COMMENTS</u>  | <u>Month/Year</u>                              | <u>feet water over pump</u>                    |
|------------------|---------------------|--------------------|--|--|--|
| Well #1 (A-1)    | 60 gpm              | Yes                | Well working fine  | April '10<br>Aug '10<br>July '13               | 282<br>175<br>140 on 340 off                   |
| Well #2 (A-2)    | 60 gpm              | Yes                | Well working fine  | July '13                                       | 150 on 275 off                                 |
| Well #3 (A-3)    | 55 gpm              | No                 | Not equipped -- needs to be upsized  |  |  |
| Well #4 (LFH-1)  | 30-40 gpm           | No                 | Equipment not set for pumping with low water level -- could fail at any time<br>Probably will suck too much air after a few days<br>Well has not been used since September 2007 -- power turned off at PH #3 |  |  |
| Well #5 (LFH-2)  | 45 gpm              | No                 | Well not approved for public water system use at this time<br>Sucks air after several hours of pumping   |  |  |
| Well #6 (A-4)    | 75 gpm              | Yes                | Well working fine  |  |  |
| Well #7 (LFH-3)  | 60 gpm              | No                 | Well #7 no longer connected to power or VFD (which is being used for Well #6)<br>Water has some 'fine air' which dissipates within 30 sec. Pump needs lowering.  |  |  |
| Well #8 (A-5)    | 75 gpm              | No                 | Well not operational.<br>VFD replaced and functional.<br>Needs Sine Wave Filter<br>Layne has been contacted to fix   | April '10<br>July '12<br>July '13              | 450<br>178 on 425 off<br>185 on 420 off        |
| Well #9 (LFH-4)  | 125 gpm             | No                 | Well has short circuit issues.<br>Sine wave filter replaced and functions<br>VFD needs attention. Layne has been contacted to fix<br>Not Operational   | April '10<br>April '12<br>July '12<br>July '13 | 450<br>580<br>178 on 425 off<br>185 on 420 off |
| Well #10 (A-6)   | 55 gpm              | Yes                | Well working fine  | April '10<br>April '12<br>July '12<br>July '13 | 687<br>356<br>224 on 380 off<br>230 on 325 off |
| Well #11 (LFH-5) | 100 gpm             | Yes                | Well working fine  | April '10<br>April '12<br>July '12<br>July '13 | 757<br>640<br>278 on 380 off<br>335 on 600 off |
| Interconnect     | 90-200 gpm          | Yes                | Interconnect pumps have shut off intermittently in past but not as of late.  |  |  |

## PBHMD Monthly Distribution - Yearly Comparison

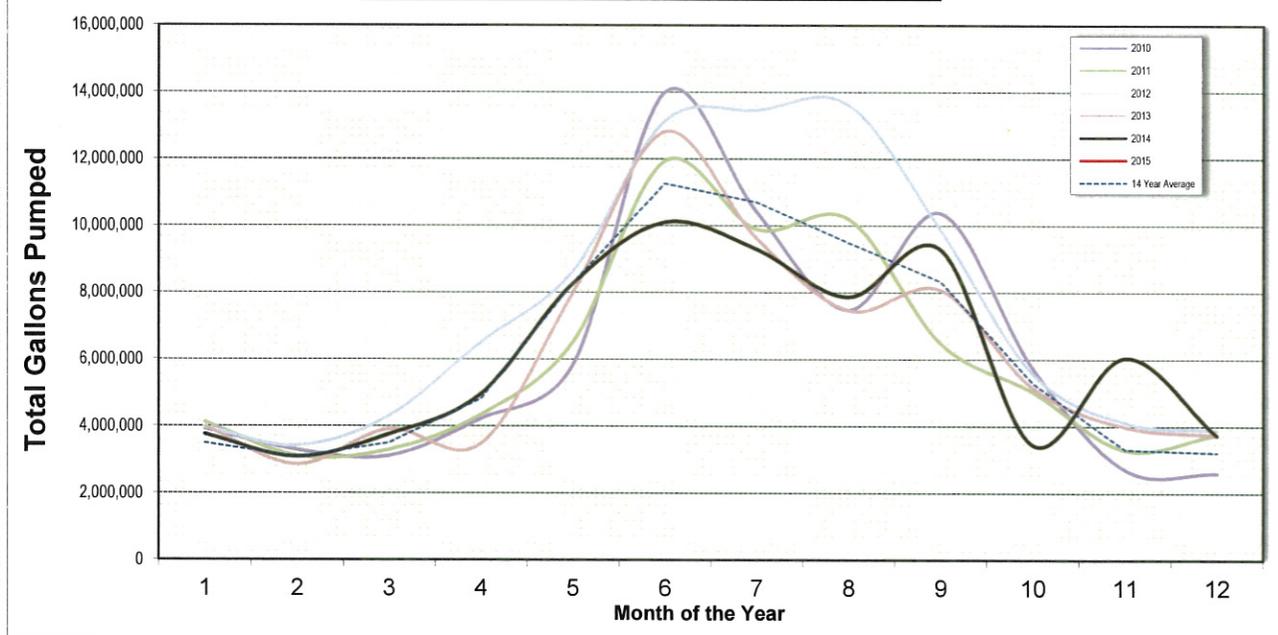
= Record Distribution for Month

= Highest and Lowest Historical Months

| YEAR:          | 2002              | 2003              | 2004              | 2005              | 2006              | 2007              | 2008              | 2009              | 2010              | 2011              | 2012              | 2013              | 2014              | 2015      | Average           |
|----------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------|-------------------|
| MONTH:         |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |                   |           |                   |
| January        | 3,037,700         | 4,599,809         | 2,035,054         | 2,796,989         | 3,923,210         | 4,074,288         | 2,660,652         | 2,893,173         | 3,915,001         | 4,120,554         | 3,958,477         | 3,985,980         | 3,753,420         | 3,115,030 | 3,490,667         |
| February       | 2,042,515         | 3,083,636         | 2,774,015         | 2,853,215         | 3,160,490         | 3,061,381         | 3,628,804         | 3,581,570         | 3,282,820         | 3,104,340         | 3,413,525         | 2,852,674         | 3,082,630         |           | 3,070,893         |
| March          | 2,515,482         | 4,264,053         | 3,374,575         | 2,980,660         | 2,892,455         | 3,470,617         | 3,066,080         | 4,512,660         | 3,107,474         | 3,288,115         | 4,296,923         | 3,913,010         | 3,754,280         |           | 3,495,106         |
| April          | 5,899,947         | 4,701,190         | 3,955,799         | 3,946,359         | 8,029,643         | 4,080,757         | 5,295,051         | 3,240,151         | 4,219,505         | 4,341,041         | 6,503,553         | 3,471,780         | 4,956,020         |           | 4,818,523         |
| May            | 9,737,644         | 9,432,900         | 9,336,104         | 8,508,738         | 11,153,278        | 6,192,122         | 8,797,450         | 7,292,827         | 5,821,752         | 6,507,255         | 8,628,004         | 7,985,090         | 8,261,690         |           | 8,281,143         |
| June           | 12,575,351        | 7,446,620         | 8,985,243         | 10,632,692        | 13,167,769        | 11,714,135        | 10,474,426        | 9,426,593         | 13,993,541        | 11,930,894        | 13,133,858        | 12,811,130        | 10,099,510        |           | 11,260,905        |
| July           | 10,350,112        | 13,329,591        | 6,441,607         | 12,647,081        | 8,807,046         | 14,982,714        | 11,571,840        | 8,328,430         | 10,415,987        | 9,892,038         | 13,453,776        | 9,623,130         | 9,295,420         |           | 10,702,982        |
| August         | 13,182,494        | 11,416,711        | 6,135,250         | 8,758,863         | 9,359,848         | 9,003,776         | 11,372,075        | 7,522,766         | 7,475,977         | 10,200,310        | 13,614,907        | 7,462,390         | 7,864,980         |           | 9,490,027         |
| September      | 7,423,228         | 6,615,088         | 9,590,502         | 10,777,685        | 5,162,126         | 10,807,434        | 8,485,059         | 5,236,884         | 10,371,727        | 6,479,865         | 9,867,368         | 8,074,420         | 9,284,140         |           | 8,321,194         |
| October        | 4,909,168         | 7,579,223         | 5,868,651         | 6,066,403         | 4,195,270         | 6,992,577         | 5,147,114         | 3,134,196         | 5,741,075         | 5,031,435         | 5,570,803         | 5,153,400         | 3,443,360         |           | 5,294,821         |
| November       | 2,644,106         | 3,336,219         | 2,868,332         | 5,608,728         | 3,516,186         | 2,495,577         | 2,894,937         | 2,233,917         | 2,704,742         | 3,290,252         | 4,112,477         | 3,985,600         | 6,043,620         |           | 3,307,589         |
| December       | 2,815,689         | 3,123,835         | 3,301,643         | 3,422,020         | 3,048,170         | 2,357,129         | 2,816,928         | 3,208,084         | 2,598,946         | 3,752,396         | 3,879,285         | 3,745,750         | 3,725,870         |           | 3,215,057         |
| <b>TOTALS:</b> | <b>77,133,436</b> | <b>78,928,875</b> | <b>64,666,775</b> | <b>78,999,433</b> | <b>76,415,491</b> | <b>79,232,507</b> | <b>76,210,416</b> | <b>60,611,251</b> | <b>73,648,547</b> | <b>71,938,495</b> | <b>90,432,956</b> | <b>73,064,354</b> | <b>73,564,940</b> |           | <b>75,106,878</b> |

| December (prior year), January, February & March |           |           |           |           |           |           |           |           |           |           |           |           |  |  |           |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|--|--|-----------|
| BASE USE   | 3,690,797 | 2,826,870 | 2,983,127 | 3,349,544 | 3,413,614 | 2,928,166 | 3,451,083 | 3,378,345 | 3,277,989 | 3,855,330 | 3,657,737 | 3,584,020 |  |  | 3,366,385 |

### PBHMD Multi-Year Monthly Pumping



NOTES: Water pumped from the Meridian Ranch Interconnect was included from 2005 forward.

# MONTHLY DISTRIBUTION REPORT

Paint Brush Hills Metropolitan District -- PWSID #CO0221690

| January<br>2015            | Meter Read<br>12/31/2014<br>(gal) | Meter Read<br>1/31/2015<br>(gal) | Days Well<br>'ON'<br>January         | Days Well<br>'ON'<br>2015 | January<br>Distribution<br>(gal) | January<br>Distribution<br>(ac-ft) | YTD TOTAL<br>Distribution<br>(gal) | YTD TOTAL<br>Distribution<br>(ac-ft) |
|----------------------------|-----------------------------------|----------------------------------|--------------------------------------|---------------------------|----------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| Well #1 (A-1)              | 104,717,100                       | 105,265,200                      | 9                                    | 9                         | 548,100                          | 1.68                               | 548,100                            | 1.68                                 |
| Well #2 (A-2)              | 184,715,000                       | 185,624,900                      | 11                                   | 11                        | 909,900                          | 2.79                               | 909,900                            | 2.79                                 |
| Well #3 (A-3)              | 99,976,880                        | 99,976,880                       | n/a                                  | 0                         | 0                                | 0.00                               | 0                                  | 0.00                                 |
| Well #4 (LFH-1)            | 29,891,300                        | 29,891,300                       | n/a                                  | 0                         | 0                                | 0.00                               | 0                                  | 0.00                                 |
| Well #5 (LFH-2)            | 11,664,500                        | 11,664,500                       | n/a                                  | 0                         | 0                                | 0.00                               | 0                                  | 0.00                                 |
| Well #6 (A-4)              | 11,112,800                        | 11,745,600                       | 6                                    | 6                         | 632,800                          | 1.94                               | 632,800                            | 1.94                                 |
| Well #7 (LFH-3)            | 1,319,390                         | 1,319,390                        | n/a                                  | 0                         | 0                                | 0.00                               | 0                                  | 0.00                                 |
| Well #8 (A-5)              | 19,972,700                        | 19,973,400                       | 0                                    | 0                         | 700                              | 0.00                               | 700                                | 0.00                                 |
| Well #9 (LFH-4)            | 58,369,600                        | 58,369,600                       | 0                                    | 0                         | 0                                | 0.00                               | 0                                  | 0.00                                 |
| Well #10 (A-6)             | 36,059,600                        | 36,713,800                       | 5                                    | 5                         | 654,200                          | 2.01                               | 654,200                            | 2.01                                 |
| Well #11 (LFH-5)           | 105,040,100                       | 105,431,200                      | 3                                    | 3                         | 391,100                          | 1.20                               | 391,100                            | 1.20                                 |
| MR Interconnect            | 1,706,500                         | 1,999,100                        | 1                                    | 1                         | 292,600                          | 0.90                               | 292,600                            | 0.90                                 |
| Storage Tank Levels (ft)   | 16.0                              | 23.0                             | n/a                                  | n/a                       | -314,370                         | -0.96                              | -314,370                           | -0.96                                |
| <b>TOTAL PUMPING:</b>      |                                   |                                  | (Well & Interconnect Usage)          |                           | 3,429,400                        | 10.53                              | 3,429,400                          | 10.53                                |
| <b>TOTAL DISTRIBUTION:</b> |                                   |                                  | (Distribution = Pumping +/- Storage) |                           | 3,115,030                        | 9.56                               | 3,115,030                          | 9.56                                 |

| PUMPING TOTALS:  | YTD TOTAL USAGE vs. APPROPRIATIONS TALLIES:                         |
|--|---|
| January Well Pumping: 3,429,400 gal                                    | Annual Arapahoe (unappropriated): 1.68 ac/ft of 90.6 ac/ft          |
| January Well Pumping: 10.53 ac/ft                                      | Annual Arapahoe (appropriated): 6.74 ac/ft of 182.0 ac/ft           |
| YTD TOTAL Well Pumping: 3,429,400 gal                                  | Annual Laramie-Fox Hills (appropriated): 1.20 ac/ft of 388.0 ac/ft  |
| YTD TOTAL Well Pumping: 10.53 ac/ft                                    | Annual MR Interconnect Water: 0.90 ac/ft of 85.0 ac/ft              |
| Storage capacity approx. 44,910 gal/ft (with both tanks in operation). | (Guthrie alluvial water via Meridian Ranch Water Service Agreement) |
| Large tank approx. 29,910 gal/ft -- Small tank approx. 15,000 gal/ft   | <b>Total Annual Available Water: 745.6 ac/ft</b>                    |

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PAINT BRUSH HILLS METROPOLITAN DISTRICT HELD JANUARY 15, 2015

A regular meeting of the Board of Directors (referred to hereafter as “Board”) of the Paint Brush Hills Metropolitan District (referred to hereafter as “District”) was held on Thursday, the 15<sup>th</sup> day of January, 2015, at 7:00 p.m. at the Paint Brush Hills Metropolitan District Office, 9830 Liberty Grove Drive, Falcon, Colorado 80831. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Kim Griffin  
Calvin Pollard  
Doug Burrer  
Floyd Roberts  
John Bruszenski

##### Also In Attendance Were:

Leon Gomes; Special District Management Services, Inc.

Jennifer Gruber Tanaka, Esq.; White Bear Ankele Tanaka & Waldron, P.C.

See attached sign-in sheet for additional attendees.

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

**Disclosure of Potential or Existing Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Gomes noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No conflicts were noted.

## RECORD OF PROCEEDINGS

---

### ADMINISTRATIVE MATTERS

**Agenda:** Mr. Gomes reviewed the proposed agenda for the District's regular meeting.

Following discussion, upon motion duly made by Director Bruszenski, seconded by Director Pollard and, upon vote, unanimously carried, the Agenda was approved, as amended.

**Public Comments:** There was no public comment.

### CONSENT AGENDA

**Consent Agenda:** The Board considered the following actions:

- Acknowledge Manager's Report
- Acknowledge Staff Report
- Acknowledge Operations Report
- Approve Minutes of the November 20, 2014 Regular Meeting and the December 11, 2014 Special Meeting
- Acknowledge 2015 Budget Priorities
- Norvell Construction Independent Contractor Agreement for one-million gallon water storage tank davits replacements

Following discussion, upon motion duly made by Director Burrer, seconded by Director Roberts and, upon vote, unanimously carried, the Board approved the consent agenda.

**24-Hour Posting Place:** The Board reviewed and considered the adoption of Resolution No. 2015-01-01: Resolution Regarding 24-Hour Posting Place.

Following discussion, upon motion duly made by Director Pollard, seconded by Director Roberts and, upon vote, unanimously carried, the Board adopted Resolution No. 2015-01-01: Resolution Regarding 24-Hour Posting Place. A copy of the Resolution is attached hereto and incorporated herein by this reference.

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### FINANCIAL MATTERS

**Claims:** The Board considered approval of the payment of claims for the period ending December 17, 2014, as follows:

|                      |           |                         |
|----------------------|-----------|-------------------------|
| General Fund         | \$        | 39,361.67               |
| Debt Service Fund    | \$        | -0-                     |
| Enterprise Fund      | \$        | 42,227.44               |
| <b>Total Claims:</b> | <b>\$</b> | <b><u>81,589.11</u></b> |

## RECORD OF PROCEEDINGS

---

Mr. Gomes reviewed the claims with the Board.

Following discussion, upon motion duly made by Director Burrer, seconded by Director Pollard and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending December 17, 2014, as presented.

The Board then considered approval of the payment of claims for the period ending January 15, 2015, as follows:

|                      |    |                         |
|----------------------|----|-------------------------|
| General Fund         | \$ | 15,129.13               |
| Debt Service Fund    | \$ | -0-                     |
| Enterprise Fund      | \$ | <u>48,138.66</u>        |
| <b>Total Claims:</b> | \$ | <b><u>63,267.79</u></b> |

Mr. Gomes reviewed the claims with the Board.

Following review and discussion, upon motion duly made by Director Burrer, seconded by Director Pollard and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending January 15, 2015, as presented.

**Financial Statements:** Mr. Gomes reviewed with the Board the unaudited financial statements for the period ending December 31, 2014.

Attorney Tanaka noted that there appeared to be an error in the percentages on the financial statements and Director Burrer confirmed that an error had been made. The Board directed Mr. Gomes is to address the error with the District Accountant.

Following review and discussion, upon motion duly made by Director Burrer, seconded by Director Bruszenski and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending December 31, 2014, as presented.

**HD Supply Charge Account:** The Board entered into discussion regarding authorizing the establishment of a charge account with HD Supply.

Following discussion, upon motion duly made by Director Bruszenski, seconded by Director Pollard and, upon vote, unanimously carried, the Board authorized the establishment of a charge account with HD Supply.

## RECORD OF PROCEEDINGS

---

**Wells Fargo Capital Lease Purchase Financing:** Mr. Gomes noted that the Wells Fargo Bank Capital Lease-Purchase would renew on March 31, 2015. He further noted that the Board has the option of renewing the lease-purchase with Well Fargo or refunding it with another financial institution. He noted that the Board had previously approached Farmers State Bank about refunding the lease-purchase, but the Board determined that there would be approximately \$313,000 in pre-payment penalty to Wells Fargo at that time.

The Board discussed and considered the renewal and/or refunding of Wells Fargo Capital Lease Purchase Financing.

Following discussion, the Board directed Mr. Gomes to work with Directors Pollard and Burrer to negotiate the terms of refinancing the loan with Farmers State Bank.

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### **LEGAL MATTERS**

**Infrastructure Construction and Conveyance Agreement:** The Board entered into discussion regarding an Infrastructure Construction and Conveyance Agreement between the District and 699 Properties, LLC for Paint Brush Hills Filing 13B.

Following discussion, upon motion duly made by Director Bruszenski, seconded by Director Roberts and, upon vote, unanimously carried, the Board approved the Infrastructure Construction and Conveyance Agreement between the District and 699 Properties, LLC for Paint Brush Hills Filing 13B.

PJ Anderson, representing 699 Properties, LLC, requested that the Board approve a commitment for the remainder of Filing 13. The Board then discussed Mr. Anderson's request.

Following discussion, upon motion duly made by Director Bruszenski, seconded by Director Burrer and, upon vote, unanimously carried, the Board committed to one-hundred-fifty single family equivalents, upon execution of an Infrastructure Construction and Conveyance Agreement between the District and 699 Properties, LLC, for Paint Brush Hills Filing 13 and subject to the issuance of commitment letters being issued by the District for each additional phase, subject to finalization by legal counsel.

**Representations Matter:** Attorney Tanaka discussed with the Board the possibility of her firm representing the Meridian Service Metropolitan District ("MSMD") as general counsel. She noted that the district had been referred to her firm by one of MSMD's consultants.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Pollard, seconded by Director Griffin and, upon vote, unanimously carried, the Board consented to White Bear Ankele Tanaka & Waldron, P.C. representing the Meridian Service Metropolitan District.

**Park Lands Agreement:** The Board discussed and considered a Park Lands Agreement by and between Lorson South Land Corp., El Paso County, and the District.

Following discussion, upon motion duly made by Director Pollard, seconded by Director Roberts and, upon vote, unanimously carried, the Board approved the Park Lands Agreement by and between Lorson South Land Corp., El Paso County, and the District on the condition that Lorson South Land Corp. execute a deed to the District for the park property prior work being performed on the property.

**Covenant Enforcement:** Mr. Gomes reported to the Board that he had a discussion with Jeff Mark of the Landhuis Company regarding covenants in Scenic View at Paint Brush Hills to determine who would be responsible for covenant enforcement. Mr. Mark responded that there would be covenants and he assumed that the District would be enforcing them. Mr. Gomes noted that in order for the District to have the power to enforce covenants, the District's Service Plan would need to be amended to add this power. He requested the Board's direction as to whether an amendment to the Service Plan to add Covenant Enforcement should be pursued.

The Board entered into discussion regarding amending the Service Plan to add Covenant Enforcement.

Following discussion, the Board determined not to have the District Service Plan amended to add Covenant Enforcement.

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### **OPERATIONS AND MAINTENANCE**

**Proposals to Repair Wells 7, 8 and 9 and Independent Contractor Agreement for Pump and Pump Controls Maintenance:** The Board entered into discussion regarding an Independent Contractor Agreement for Pump and Pump Controls Maintenance, a First Addendum to the Independent Contractor Agreement for a proposal to repair well 7, and a Second Addendum to the Independent Contractor Agreement for a proposal to repair of wells 8 and 9, between Layne-Christensen and the District.

## RECORD OF PROCEEDINGS

---

Following discussion, upon motion duly made by Director Pollard, seconded by Director Bruszenski and, upon vote, unanimously carried, the Board approved the Independent Contractor Agreement for Pump and Pump Controls Maintenance, the First Addendum to the Independent Contractor Agreement for a proposal to repair well 7, and the Second Addendum to the Independent Contractor Agreement for a proposal to repair of wells 8 and 9 between Layne-Christensen and the District.

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### OTHER BUSINESS

**Scenic View Update:** Mr. Gomes updated the Board regarding the development at Scenic View at Paint Brush Hills. He noted that the sewer main lines were in the process of being installed. District Staff has been overseeing and inspecting the infrastructure improvements.

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Bruszenski, seconded by Director Roberts and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 15, 2015  
MINUTES OF THE PAINT BRUSH HILLS METROPOLITAN DISTRICT BY  
THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Kim Griffin

\_\_\_\_\_  
Calvin Pollard

\_\_\_\_\_  
Doug Burrer

\_\_\_\_\_  
Floyd Roberts

\_\_\_\_\_  
John Bruszenski



**RESOLUTION  
OF THE BOARD OF DIRECTORS OF THE  
PAINT BRUSH HILLS METROPOLITAN DISTRICT**

**DESIGNATING THE DISTRICT'S 24-HOUR POSTING LOCATION**

---

WHEREAS, the Paint Brush Hills Metropolitan District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado, duly organized and existing pursuant to §§ 32-1-101, *et seq.*, C.R.S. (the "Special District Act"); and

WHEREAS, pursuant to § 24-6-402(1)(a), C.R.S., the District is a local public body and subject to the provisions of §§ 24-6-401, *et seq.*, C.R.S. (the "Open Meetings Law"), also known as the Sunshine Law; and

WHEREAS, pursuant to § 32-1-903(2), C.R.S., meetings of the Board of Directors of the District (the "Board") are required to be posted in three (3) public locations within the boundaries of the District at least seventy-two (72) hours before any regular or special meeting; and

WHEREAS, § 24-6-402(2)(c), C.R.S., provides that, in addition to any other means of full and timely notice, such as the posting requirements of the Special District Act, a local public body shall be deemed to have given full and timely notice if a notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four (24) hours prior to the holding of the meeting; and

WHEREAS, pursuant to § 24-6-402(2)(c), C.R.S., special districts shall designate annually, at the District's first regular meeting of each calendar year, the public place at which the notice of meetings given under the Open Meetings Law will be posted no less than twenty-four (24) hours prior to the meeting; and

WHEREAS, the Board has determined to designate one of the three posting locations used for meeting notices under the Special District Act as its designated posting location for notices under § 24-6-402(2)(c), C.R.S.

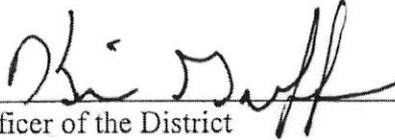
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. Pursuant to § 24-6-402(2)(c), C.R.S., the Board hereby designates the following location for the posting of its twenty-four (24) hour meeting notices thereunder:

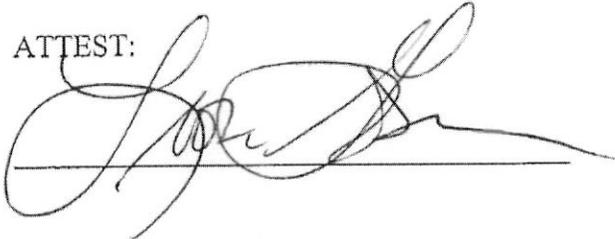
The District Office, located at 9830 Liberty Grove Drive, Falcon, Colorado.

ADOPTED this 15<sup>th</sup> day of January, 2015.

PAINT BRUSH HILLS METROPOLITAN  
DISTRICT

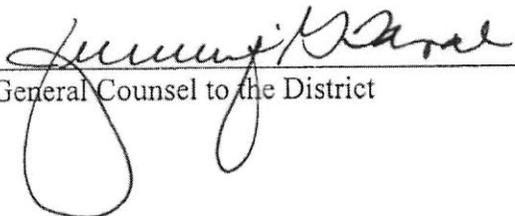
  
\_\_\_\_\_  
Officer of the District

ATTEST:

  
\_\_\_\_\_

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

  
\_\_\_\_\_  
General Counsel to the District

*[Signature Page to Resolution Designating the 24-Hour Posting Location.]*

**PAINT BRUSH HILLS METROPOLITAN DISTRICT**

Schedule of Cash Position

December 31, 2014

UNAUDITED

|                            | <u>Rate</u> | <u>General<br/>Fund</u>     | <u>Enterprise<br/>Fund</u>  | <u>Conservation<br/>Trust</u> | <u>Total</u>                |
|----------------------------|-------------|-----------------------------|-----------------------------|-------------------------------|-----------------------------|
| <b>Checking</b>            |             |                             |                             |                               |                             |
| Farmer's State Bank        |             | \$ -                        | \$ 29,197.30                | \$ 21,915.07                  | \$ 51,112.37                |
| Wells Fargo                |             | 7,989.32                    | -                           | -                             | 7,989.32                    |
| 1st Bank Lockbox           |             |                             | 6,324.45                    |                               | 6,324.45                    |
| <b>Investments</b>         |             |                             |                             |                               |                             |
| ColoTrust                  | 0.12%       | 1,156.79                    | -                           | -                             | 1,156.79                    |
| Farmers State Bank MM      | 0.30%       | 93,070.78                   | 50,936.73                   | -                             | 144,007.51                  |
| Farmers State Bank Capital | 0.30%       |                             | 200,840.96                  |                               | 200,840.96                  |
| <b>Trustee Funds</b>       |             |                             |                             |                               |                             |
| Wells Fargo Debt Reserve   |             |                             | 256,033.54                  |                               | 256,033.54                  |
| <b>Total Funds</b>         |             | <b><u>\$ 102,216.89</u></b> | <b><u>\$ 543,332.98</u></b> | <b><u>\$ 21,915.07</u></b>    | <b><u>\$ 667,464.94</u></b> |

**2014 Mill Levy Information:**

Certified General Fund Mill Levy:

22.107

Certified Debt Service Fund Mill Levy:

None

**Board of Directors:**

\* Kim Griffin

\* Floyd Roberts

\* Doug Burrer

\* Calvin Pollard

John Bruszenski

\*Board member is an authorized signer on the checking account

PAINT BRUSH HILLS METROPOLITAN DISTRICT

FINANCIAL STATEMENTS

DECEMBER 31, 2014

UNAUDITED

PAINT BRUSH HILLS METROPOLITAN DISTRICT  
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
 December 31, 2014  
**UNAUDITED**

| <u>ASSETS AND OTHER DEBITS</u>           | <u>GENERAL</u>    | <u>ENTERPRISE</u>    | <u>CONSERVATION<br/>TRUST</u> | <u>TOTAL<br/>MEMO ONLY</u> |
|--|-------------------|----------------------|-------------------------------|----------------------------|
| <b>CURRENT ASSETS</b>                    |                   |                      |                               |                            |
| CASH IN CHECKING-FSB                     | 0.00              | 29,197.30            | 21,915.07                     | 51,112.37                  |
| 1ST BANK LOCKBOX                         |                   | 6,324.45             |                               | 6,324.45                   |
| FSB MONEY MARKET                         | 93,070.78         | 50,936.73            | 0.00                          | 144,007.51                 |
| FSB CAPITAL RESERVE                      |                   | 200,840.96           |                               | 200,840.96                 |
| COLOTRUST                                | 1,156.79          |                      |                               | 1,156.79                   |
| WELLS FARGO CHECKING                     | 7,989.32          |                      |                               | 7,989.32                   |
| WELLS FARGO-DEBT SERVICE RES             |                   | 256,039.86           |                               | 256,039.86                 |
| PREPAID EXPENSES                         | 24,303.43         |                      |                               | 24,303.43                  |
| CASH WITH COUNTY TREASURER               | 3,022.29          |                      |                               | 3,022.29                   |
| PROPERTY TAXES RECEIVABLE                | 329,103.00        |                      |                               | 329,103.00                 |
| ACCOUNTS RECEIVABLE                      |                   | 0.00                 |                               | 0.00                       |
| ACCOUNTS RECEIVABLE NET                  |                   | 40,854.74            |                               | 40,854.74                  |
| PREPAID EXPENSES                         | 0.00              | 0.00                 |                               | 0.00                       |
| INTEREST RECEIVABLE                      | 0.00              |                      | 0.00                          | 0.00                       |
| <b>TOTAL CURRENT ASSETS</b>              | <b>458,645.61</b> | <b>584,194.04</b>    | <b>21,915.07</b>              | <b>1,064,754.72</b>        |
| <b>OTHER DEBITS</b>                      |                   |                      |                               |                            |
| REFINANCING COSTS                        |                   | 0.00                 |                               | 0.00                       |
| ACCUMULATED AMORT REFINANCING            |                   | 0.00                 |                               | 0.00                       |
| ACCUMULATED AMORT                        |                   | (145,964.54)         |                               | (145,964.54)               |
| <b>TOTAL OTHER DEBITS</b>                |                   | <b>(145,964.54)</b>  |                               | <b>(145,964.54)</b>        |
| <b>PROPERTY - AT COST</b>                |                   |                      |                               |                            |
| LAND                                     |                   | 669,455.00           |                               | 669,455.00                 |
| CONSTRUCTION IN PROGRESS                 |                   | 0.00                 |                               | 0.00                       |
| PLANT                                    |                   | 9,176,794.54         |                               | 9,176,794.54               |
| PARK AND RECREATION                      |                   | 311,077.47           |                               | 311,077.47                 |
| VEHICLES                                 |                   | 49,171.95            |                               | 49,171.95                  |
| OFFICE EQUIPMENT                         |                   | 6,380.00             |                               | 6,380.00                   |
| OTHER ASSETS                             |                   | 9,012.50             |                               | 9,012.50                   |
| ACCUMULATED DEPRECIATION                 |                   | (2,836,025.14)       |                               | (2,836,025.14)             |
| WATER RIGHTS                             |                   | 4,467,600.00         |                               | 4,467,600.00               |
| ACCUMULATED AMORT-WATER RTS              |                   | (1,298,251.00)       |                               | (1,298,251.00)             |
| <b>TOTAL PROPERTY</b>                    | <b>0.00</b>       | <b>10,555,215.32</b> |                               | <b>10,555,215.32</b>       |
| <b>TOTAL ASSETS</b>                      | <b>458,645.61</b> | <b>10,993,444.82</b> | <b>21,915.07</b>              | <b>11,474,005.50</b>       |
| <b>LIABILITIES AND EQUITY</b>            |                   |                      |                               |                            |
| <b>CURRENT LIABILITIES</b>               |                   |                      |                               |                            |
| ACCOUNTS PAYABLE                         | 12,982.74         | 24,898.76            |                               | 37,881.50                  |
| PAYROLL TAXES PAYABLE                    | 0.00              | 0.00                 |                               | 0.00                       |
| PAYABLE COUNTY TREASURER                 | 0.00              | 0.00                 |                               | 0.00                       |
| WAGES PAYABLE                            | 0.00              | 0.00                 |                               | 0.00                       |
| INTEREST PAYABLE                         |                   | 193.12               |                               | 193.12                     |
| RETAINAGE                                |                   | 0.00                 |                               | 0.00                       |
| DEFERRED PROPERTY TAXES                  | 329,103.00        | 0.00                 |                               | 329,103.00                 |
| <b>TOTAL CURRENT LIABILITIES</b>         | <b>342,085.74</b> | <b>25,091.88</b>     | <b>0.00</b>                   | <b>367,177.62</b>          |
| <b>LONG TERM DEBT</b>                    |                   |                      |                               |                            |
| WELLS FARGO REFINANCING                  |                   | 2,497,105.66         |                               | 2,497,105.66               |
| FARMERS STATE BANK LEASE PURCH           |                   | 12,197.27            |                               | 12,197.27                  |
| <b>TOTAL LONG TERM DEBT</b>              |                   | <b>2,509,302.93</b>  |                               | <b>2,509,302.93</b>        |
| <b>EQUITY</b>                            |                   |                      |                               |                            |
| INVESTMENT IN FIXED ASSETS               |                   |                      |                               | 0.00                       |
| <b>FUND EQUITY</b>                       |                   |                      |                               |                            |
| TAP FEES                                 |                   | 1,885,441.45         |                               | 1,885,441.45               |
| CONTRIBUTED CAPITAL                      |                   | 3,854,035.00         |                               | 3,854,035.00               |
| FUND BALANCE/RETAINED EARNINGS           | 100,641.75        | 2,850,701.14         | 11,591.56                     | 2,962,934.45               |
| CURRENT EARNINGS                         | 15,918.12         | (131,127.58)         | 10,323.51                     | (104,885.95)               |
| <b>TOTAL FUND BALANCE</b>                | <b>116,559.87</b> | <b>2,719,573.56</b>  | <b>21,915.07</b>              | <b>8,597,524.95</b>        |
| <b>TOTAL LIABILITIES AND FUND EQUITY</b> | <b>458,645.61</b> | <b>10,993,444.82</b> | <b>21,915.07</b>              | <b>11,474,005.50</b>       |

PAINT BRUSH HILLS METROPOLITAN DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUE AND EXPENDITURES COMPARED TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2014

|   | PERIOD ACTUAL      | YTD ACTUAL        | BUDGET              | VARIANCE            | PCNT         |
|---|--------------------|-------------------|---------------------|---------------------|--------------|
| <u>REVENUE</u>                                      |                    |                   |                     |                     |              |
| 1-510 PROPERTY TAX REVENUE                          | .00                | 330,112.19        | 330,104.00          | ( 8.19)             | 100.0        |
| 1-515 SPECIFIC OWNERSHIP TAXES                      | 3,022.29           | 34,855.16         | 26,500.00           | ( 8,355.16)         | 131.5        |
| 1-560 INTEREST INCOME                               | .00                | 301.65            | 1,000.00            | 698.35              | 30.2         |
| 1-561 REFUNDS                                       | .00                | .00               | 1,500.00            | 1,500.00            | .0           |
| 1-562 TANK RENTAL OF ANTENNAS                       | .00                | 1,297.92          | .00                 | ( 1,297.92)         | .0           |
| 1-575 MISCELLANEOUS INCOME                          | 8,794.01           | 8,821.21          | .00                 | ( 8,821.21)         | .0           |
| <b>TOTAL REVENUE</b>                                | <b>11,816.30</b>   | <b>375,388.13</b> | <b>359,104.00</b>   | <b>( 16,284.13)</b> | <b>104.5</b> |
| <u>EXPENSES</u>                                     |                    |                   |                     |                     |              |
| 1-615 AUDIT   | .00                | 5,675.00          | 5,200.00            | ( 475.00)           | 109.1        |
| 1-620 DIRECTOR'S FEES                               | .00                | 6,200.00          | 8,000.00            | 1,800.00            | 77.5         |
| 1-625 EMPLOYEE WAGES                                | .00                | 40,069.44         | 31,770.00           | ( 8,299.44)         | 126.1        |
| 1-626 PAYROLL TAXES                                 | .00                | 2,887.26          | 4,861.00            | 1,973.74            | 59.4         |
| 1-628 PAYROLL PROCESSING                            | .00                | 2,023.58          | .00                 | ( 2,023.58)         | .0           |
| 1-629 HEALTH INSURANCE                              | .00                | 5,633.19          | 6,012.00            | 378.81              | 93.7         |
| 1-635 ELECTION/BOARD MEETINGS                       | 62.99              | 12,639.77         | 15,000.00           | 2,360.23            | 84.3         |
| 1-670 INSURANCE                                     | .00                | 22,967.58         | 20,457.00           | ( 2,510.58)         | 112.3        |
| 1-675 LEGAL   | 1,525.58           | 62,368.78         | 25,000.00           | ( 37,368.78)        | 249.5        |
| 1-680 MANAGEMENT                                    | 4,578.50           | 54,414.75         | 96,000.00           | 41,585.25           | 56.7         |
| 1-685 MISCELLANEOUS                                 | 1,873.40           | 4,193.94          | .00                 | ( 4,193.94)         | .0           |
| 1-687 BANK CHARGES                                  | .00                | 1,030.73          | 500.00              | ( 530.73)           | 206.2        |
| 1-688 DUES/SUBSCRIPTIONS/CONFERENCES                | .00                | 1,074.77          | 2,500.00            | 1,425.23            | 43.0         |
| 1-690 OFFICE RENT AND EXPENSE                       | .00                | 16,641.66         | 15,600.00           | ( 1,041.66)         | 106.7        |
| 1-691 OFFICE UTILITIES                              | 205.88             | 2,246.64          | 2,346.00            | 99.36               | 95.8         |
| 1-693 OFFICE SUPPLIES                               | 239.88             | 8,430.03          | 10,000.00           | 1,569.97            | 84.3         |
| 1-694 POSTAGE                                       | 15.15              | 558.39            | 250.00              | ( 308.39)           | 223.4        |
| 1-695 TELEPHONE                                     | 114.72             | 1,870.09          | 1,800.00            | ( 70.09)            | 103.9        |
| 1-696 ACCOUNTING                                    | 2,437.50           | 29,493.25         | .00                 | ( 29,493.25)        | .0           |
| 1-700 TREASURER'S FEES                              | .00                | 4,952.51          | 4,952.00            | ( .51)              | 100.0        |
| 1-722 PARKS & PROP-GROUND MTCE                      | 1,593.04           | 24,665.48         | 25,000.00           | 334.52              | 98.7         |
| 1-723 PARKS MTCE AND REPAIRS                        | 293.94             | 1,285.69          | 1,000.00            | ( 285.69)           | 128.6        |
| 1-724 PARKS & PROP LANDSCAPING                      | 42.16              | 267.66            | 6,000.00            | 5,732.34            | 4.5          |
| 1-725 PARK AND REC FAC IMPROVEMENTS                 | .00                | 493.76            | 21,250.00           | 20,756.24           | 2.3          |
| 1-750 STORM WATER FACILITIES MTCE                   | .00                | 375.82            | 15,000.00           | 14,624.18           | 2.5          |
| 1-890 TRANSFER TO ENTERPRISE FUND                   | .00                | 47,010.24         | 69,202.00           | 22,191.76           | 67.9         |
| 1-895 EMERGENCY RESERVE                             | .00                | .00               | 9,555.00            | 9,555.00            | .0           |
| <b>TOTAL EXPENSES</b>                               | <b>12,982.74</b>   | <b>359,470.01</b> | <b>397,255.00</b>   | <b>37,784.99</b>    | <b>90.5</b>  |
| <b>EXCESS REVENUE<br/>OVER (UNDER) EXPENDITURES</b> | <b>( 1,166.44)</b> | <b>15,918.12</b>  | <b>( 38,151.00)</b> | <b>( 54,069.12)</b> | <b>41.7</b>  |
| <b>FUND BALANCE - BEGINNING</b>                     | <b>.00</b>         | <b>100,641.75</b> | <b>286,120.00</b>   | <b>185,478.25</b>   | <b>35.2</b>  |
| <b>FUND BALANCE - ENDING</b>                        | <b>( 1,166.44)</b> | <b>116,559.87</b> | <b>247,969.00</b>   | <b>131,409.13</b>   | <b>47.0</b>  |

PAINT BRUSH HILLS METROPOLITAN DISTRICT  
ENTERPRISE FUND  
STATEMENT OF REVENUE AND EXPENDITURES COMPARED TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2014

|                                   | PERIOD ACTUAL | YTD ACTUAL | BUDGET       | VARIANCE     | PCNT  |
|-----------------------------------|---------------|------------|--------------|--------------|-------|
| <u>REVENUE</u>                    |               |            |              |              |       |
| 4-520 BASE FEES                   | .00           | 264,517.66 | 259,560.00   | ( 4,957.66)  | 101.9 |
| 4-521 BUILDER FEES                | .00           | 514.73     | 6,120.00     | 5,605.27     | 8.4   |
| 4-525 WASTEWATER-CHURCH           | .00           | 372.35     | 480.00       | 107.65       | 77.6  |
| 4-526 WASTERWATER-RESIDENTIAL     | .00           | 148,487.23 | 148,920.00   | 432.77       | 99.7  |
| 4-527 WASTEWATER-SCHOOL           | .00           | 5,850.00   | 6,000.00     | 150.00       | 97.5  |
| 4-532 WATER-CHURCH                | .00           | 1,042.34   | 300.00       | ( 742.34)    | 347.5 |
| 4-534 WATER-RESIDENTIAL           | ( 27,838.00)  | 291,703.29 | 599,062.00   | 307,358.71   | 48.7  |
| 4-536 WATER-SCHOOL                | .00           | 51,075.80  | 61,000.00    | 9,924.20     | 83.7  |
| 4-540 AVAILABILTY OF SERVICE FEES | .00           | .00        | 1,600.00     | 1,600.00     | .0    |
| 4-542 METERS                      | .00           | 4,335.68   | 3,200.00     | ( 1,135.68)  | 135.5 |
| 4-550 INSPECTION FEES             | .00           | .00        | 300.00       | 300.00       | .0    |
| 4-551 TAP FEES                    | .00           | 68,088.85  | 54,529.00    | ( 13,559.85) | 124.9 |
| 4-552 TRANSFER FEES               | .00           | 8,367.19   | .00          | ( 8,367.19)  | .0    |
| 4-555 RESIDENTIAL REPAIRS         | .00           | .00        | 3,205.00     | 3,205.00     | .0    |
| 4-560 INTEREST                    | .00           | 592.30     | 300.00       | ( 292.30)    | 197.4 |
| 4-562 TANK RENTAL-ANTENNAS        | .00           | 4,177.28   | 4,800.00     | 622.72       | 87.0  |
| 4-565 BULK WATER SALES            | 2,402.70      | 2,402.70   | 1,500.00     | ( 902.70)    | 160.2 |
| 4-575 OTHER OPERATING REVENUE     | .00           | 2,238.01   | .00          | ( 2,238.01)  | .0    |
| 4-590 TRANSFER FROM GEN FUND      | .00           | 47,010.24  | 69,202.00    | 22,191.76    | 67.9  |
| <br>                              |               |            |              |              |       |
| TOTAL REVENUE                     | ( 25,435.30)  | 900,775.65 | 1,220,078.00 | 319,302.35   | 73.8  |

PAINT BRUSH HILLS METROPOLITAN DISTRICT  
ENTERPRISE FUND  
STATEMENT OF REVENUE AND EXPENDITURES COMPARED TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2014

|                                       | PERIOD ACTUAL        | YTD ACTUAL          | BUDGET              | VARIANCE               | PCNT          |
|---------------------------------------|----------------------|---------------------|---------------------|------------------------|---------------|
| <u>EXPENSES</u>                       |                      |                     |                     |                        |               |
| 4-625 EMPLOYEE WAGES                  | .00                  | 157,114.58          | 95,000.00           | ( 62,114.58)           | 165.4         |
| 4-626 PAYROLL TAXES                   | .00                  | 12,070.60           | 7,268.00            | ( 4,802.60)            | 166.1         |
| 4-629 HEALTH INSURANCE                | .00                  | 10,372.78           | 9,879.00            | ( 493.78)              | 105.0         |
| 4-630 OPERATOR PHONE ALLOWANCE        | 80.00                | 2,960.00            | 2,640.00            | ( 320.00)              | 112.1         |
| 4-675 LEGAL                           | .00                  | 12,949.50           | .00                 | ( 12,949.50)           | .0            |
| 4-716 ENGINEER-OTHER                  | .00                  | 19,521.35           | 30,000.00           | 10,478.65              | 65.1          |
| 4-730 ANALYTICAL TESTING              | 2,680.00             | 8,832.21            | 7,000.00            | ( 1,832.21)            | 126.2         |
| 4-731 CHEMICAL/EQUIPMENT              | .00                  | 2,499.47            | 10,000.00           | 7,500.53               | 25.0          |
| 4-732 MISC SUPPLIES, TOOLS            | 325.42               | 9,135.33            | 10,000.00           | 864.67                 | 91.4          |
| 4-734 OPS CERTIFICAION AND TRAINING   | 35.00                | 360.00              | 3,000.00            | 2,640.00               | 12.0          |
| 4-740 BILLING EXPENSE                 | 1,403.62             | 19,560.36           | 8,500.00            | ( 11,060.36)           | 230.1         |
| 4-741 METER READING                   | .00                  | 840.00              | .00                 | ( 840.00)              | .0            |
| 4-743 METERS-RESIDENTIAL REPAIRS      | .00                  | 4,215.24            | 2,981.00            | ( 1,234.24)            | 141.4         |
| 4-750 BULK WATER PURCHASES            | 2,983.76             | 30,563.72           | 36,000.00           | 5,436.28               | 84.9          |
| 4-753 TAP FEES                        | .00                  | 24,000.00           | 16,000.00           | ( 8,000.00)            | 150.0         |
| 4-755 COLLECTION SYSTEM REPAIRS, MTCE | 465.36               | 2,151.89            | 30,000.00           | 27,848.11              | 7.2           |
| 4-756 STORAGE & PORT-O-LET FEES       | .00                  | 321.00              | 500.00              | 179.00                 | 64.2          |
| 4-757 PUMPHOUSE MTCE                  | .00                  | 1,165.70            | 5,000.00            | 3,834.30               | 23.3          |
| 4-758 WELL REPAIRS-MTCE               | 10,450.00            | 28,675.09           | 20,000.00           | ( 8,675.09)            | 143.4         |
| 4-759 STORAGE TANK REPAIRS-MTCE       | .00                  | 3,780.72            | 1,000.00            | ( 2,780.72)            | 378.1         |
| 4-760 ROADWAY AND WATERLINE REPAIRS   | .00                  | 21,070.17           | 6,000.00            | ( 15,070.17)           | 351.2         |
| 4-769 UTILITIES                       | 6,010.87             | 125,407.25          | 160,000.00          | 34,592.75              | 78.4          |
| 4-790 VEHICLE MTC & REPAIR            | 464.73               | 14,645.22           | 18,000.00           | 3,354.78               | 81.4          |
| 4-796 WASTEWATER-OTHER                | .00                  | ( 2.52)             | .00                 | 2.52                   | .0            |
| 4-850 EASEMENTS AND PROPERTIES        | .00                  | .00                 | 4,000.00            | 4,000.00               | .0            |
| 4-852 CAPITAL-HEAVY EQUIP.VECHICLES   | .00                  | .00                 | 11,000.00           | 11,000.00              | .0            |
| 4-855 PUMPHOUSES                      | .00                  | 4,735.37            | 6,000.00            | 1,264.63               | 78.9          |
| 4-857 STORAGE TANKS, SCADA & BOOSTER  | .00                  | 2,533.70            | 10,000.00           | 7,466.30               | 25.3          |
| 4-862 WELL CONSTRUCTION               | .00                  | 2,113.02            | 200,000.00          | 197,886.98             | 1.1           |
| 4-875 PRINCIPAL WELLS FARGO LEASE     | .00                  | 168,526.91          | 161,408.00          | ( 7,118.91)            | 104.4         |
| 4-876 INTEREST WELLS FARGO LEASE      | .00                  | 95,822.52           | 104,538.00          | 8,715.48               | 91.7          |
| 4-879 FSB LEASE PURCHASE-INTEREST     | 193.12               | 193.12              | .00                 | ( 193.12)              | .0            |
| 4-910 RESERVE FOR CONTINGENCY         | .00                  | .00                 | 65,000.00           | 65,000.00              | .0            |
| 4-915 CAPTIAL OUTLAY RESERVE          | .00                  | .00                 | 300,000.00          | 300,000.00             | .0            |
| 4-950 DEPRECIATION                    | 245,768.93           | 245,768.93          | .00                 | ( 245,768.93)          | .0            |
| <b>TOTAL EXPENSES</b>                 | <b>270,860.81</b>    | <b>1,031,903.23</b> | <b>1,340,714.00</b> | <b>308,810.77</b>      | <b>77.0</b>   |
| <b>EXCESS REVENUE</b>                 |                      |                     |                     |                        |               |
| OVER (UNDER) EXPENDITURES             | ( 296,296.11)        | ( 131,127.58)       | ( 120,636.00)       | 10,491.58              | (108.7)       |
| <b>FUND BALANCE - BEGINNING</b>       | <b>.00</b>           | <b>2,850,701.14</b> | <b>370,756.00</b>   | <b>( 2,479,945.14)</b> | <b>768.9</b>  |
| <b>FUND BALANCE - ENDING</b>          | <b>( 296,296.11)</b> | <b>2,719,573.56</b> | <b>250,120.00</b>   | <b>( 2,469,453.56)</b> | <b>1087.3</b> |

PAINT BRUSH HILLS METROPOLITAN DISTRICT  
 CONSERVATION TRUST FUND  
 STATEMENT OF REVENUE AND EXPENDITURES COMPARED TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2014

|   | PERIOD ACTUAL | YTD ACTUAL | BUDGET    | VARIANCE     | PCNT  |
|---|---------------|------------|-----------|--------------|-------|
| <u>REVENUE</u>                              |               |            |           |              |       |
| 5-516 CONSERVATION TRUST REVENUE            | .00           | 10,323.51  | 10,000.00 | ( 323.51)    | 103.2 |
| TOTAL REVENUE                               | .00           | 10,323.51  | 10,000.00 | ( 323.51)    | 103.2 |
| <u>EXPENSES</u>                             |               |            |           |              |       |
| 5-790 SOUTH MANCHESTER PARK SHELTER         | .00           | .00        | 10,000.00 | 10,000.00    | .0    |
| TOTAL EXPENSES                              | .00           | .00        | 10,000.00 | 10,000.00    | .0    |
| EXCESS REVENUE<br>OVER (UNDER) EXPENDITURES | .00           | 10,323.51  | .00       | ( 10,323.51) | .0    |
| FUND BALANCE - BEGINNING                    | .00           | 11,591.56  | 8,833.00  | ( 2,758.56)  | 131.2 |
| FUND BALANCE - ENDING                       | .00           | 21,915.07  | 8,833.00  | ( 13,082.07) | 248.1 |



Gypsum • Loveland • Monte Vista • Wheat Ridge

February 2, 2015

Mr. Leon Gomes  
Paint Brush Hills Metropolitan District  
29830 Liberty Grove Drive  
Falcon, Colorado 80831

RE: Paint Brush Hills Metropolitan District  
RGA Job No.: 1070.0001

Dear Leon:

RG and Associates, LLC (RGA) is pleased to present this proposal for the preliminary layout design and cost estimate for a new district office and workshop area. This proposal lists our Scope of Work, and Fee.

SCOPE OF WORK

1. Analyze and produce a functional space utilization layout of a district office and workshop, based on the basic layout provided and developed originally by JDS-Hydro. Develop basic dimensions and develop a ballpark cost estimate for the facility.
2. Analyze suggested site location of the facility on district owned site near the storage tanks.

DELIVERABLES

1. Building space utilization plan
2. Detailed cost estimate
3. Site plan showing building, access and parking

FEE

The fee for the above-described work shall be for actual time and materials expended in the performance of the work at our hourly rates, not to exceed \$4,500.

Sincerely,

RG AND ASSOCIATES, LLC

Ricardo J.F. Gonçalves, P.E.  
President

APPROVED and ACCEPTED this \_\_\_\_\_  
day of \_\_\_\_\_, 2015

By: \_\_\_\_\_

For: \_\_\_\_\_

Attachments

FIRST ADDENDUM  
TO  
INDEPENDENT CONTRACTOR AGREEMENT  
(District Engineering Services)

---

This FIRST ADDENDUM TO THE INDEPENDENT CONTRACTOR AGREEMENT (the "First Addendum") is entered into and shall become effective as of the 19<sup>th</sup> day of February 2015 by and between the PAINT BRUSH HILLS METROPOLITAN DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the "District"), and RG AND ASSOCIATES, LLC, a Colorado limited liability company (the "Consultant"), collectively referred to herein as the "Parties".

RECITALS:

WHEREAS, the Parties entered into an *Independent Contractor Agreement* on January 1, 2015 (the "Agreement"); and

WHEREAS, the Agreement sets forth the Services to be completed under the Agreement; and

WHEREAS, the Parties desire the Consultant to perform additional services than those originally contemplated under the Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties covenant and agree as follows:

TERMS AND CONDITIONS:

1. ADDITIONS TO SCOPE OF WORK. The Parties hereby agree to add to the Agreement the services set forth in **Exhibit A**, attached hereto and incorporated herein by this reference. Such additional services shall be performed in accordance with the fees set forth in Exhibit A of this First Addendum.

2. PRIOR PROVISIONS EFFECTIVE. Except as specifically amended hereby, all the terms and provisions of the Agreement shall remain in full force and effect.

3. COUNTERPART EXECUTION. This First Addendum may be executed in several counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

*[Remainder of Page Intentionally Left Blank].*

IN WITNESS WHEREOF, the Parties have caused this First Addendum to be duly executed and delivered by their respective officers thereunto duly authorized as of the date first above written.

PAINT BRUSH HILLS METROPOLITAN  
DISTRICT

---

Officer of the District

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

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General Counsel to the District

CONSULTANT:  
RG AND ASSOCIATES, LLC, a Colorado limited  
liability company

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Name: \_\_\_\_\_

Title: \_\_\_\_\_

## EXHIBIT A

**EL PASO COUNTY SPECIAL DISTRICTS  
ANNUAL REPORT and DISCLOSURE FORM**

|   |  |
|---|--|
| 1. Name of District(s):   | Paint Brush Hills Metropolitan District  |
| 2. Report for Calendar Year:                                    | 2014   |
| 3. Contact Information  | <p>Leon Gomes<br/>District Manager<br/>Paint Brush Hills Metropolitan District<br/>Administrative Offices<br/>Special District Management Services,<br/>Inc.<br/>141 Union Boulevard, Suite 150<br/>Lakewood, CO 80228-1898<br/>303-987-0835<br/><a href="mailto:lgomes@sdmsi.com">lgomes@sdmsi.com</a></p> <p>District Office located within the District<br/>Paint Brush Hills Metropolitan District<br/>9830 Liberty Grove Drive<br/>Falcon, CO 80831<br/>719-495-8188<br/><a href="mailto:pbhmd@pbhmd.com">pbhmd@pbhmd.com</a></p> |
| 4. Meeting Information  | <p>Regular Board meetings are held on the third Thursday of each month at 7:00 PM at the District Office. Up-to-date meeting times, locations, and agendas may be obtained from the District's web site at <a href="http://www.pbhmd.com">www.pbhmd.com</a> and are posted at the three designated posting locations, including the District Office.</p>   |
| 5. Type of District(s)/ Unique Representational Issues (if any) | <p>The Paint Brush Hills Metropolitan District is a single Title 32 Special District.</p>  |
| 6. Authorized Purposes of the District(s)                       | <p>The Service Plan authorizes the District to provide water, sanitary sewer, storm water drainage, streets, street lights, traffic signals, bridges, mosquito control, safety protection, and park &amp; recreation.</p>  |
| 7. Active Purposes of the District(s)                           | <p>The primary active purpose of the District is to construct, operate and maintain water, sewer collection, storm water infrastructure, and neighborhood parks and entry features and associated</p>  |

|  |   |
|--|---|
|  | services to customers.  |
| 8. Current Certified Mill Levies<br>a. Debt Service<br>b. Operational<br>c. Other<br>d. Total  | a. 0<br>b. 22.107 mills<br>c. 0<br>d. 22.107 mills  |
| 9. Sample Calculation of Current Mill Levy for a Residential and Commercial Property (as applicable).  | <p>Assumptions:</p> <p>\$200,000.00 is the total actual value of a typical single family home as determined by El Paso County.</p> <p>\$500,000 is the total actual value of the sample commercially- assessed property</p> <p>Aggregate total mill levy is projected to remain at 22.107 mills but could be increased by the Board of Directors in the future.</p> <p>Sample Metropolitan District Mill Levy Calculation for a <u>Residential Property</u>:</p> <p><math>\\$200,000 \times .0796 = \\$15,920</math> (Assessed Value) <math>\\$15,920 \times .022107</math> mills = <b>\$351.94 per year</b> in sample taxes owed solely to the District at the District's current mill levy.</p> <p>Sample Metropolitan District Mill Levy Calculation for a <u>Commercial Property</u>:</p> <p><math>\\$500,000 \times .029 = \\$145,000</math> (Assessed Value) <math>\\$145,000 \times .022107</math> mills = <b>\$3,205.52 per year</b> in sample taxes owed solely to the District at the District's current mill levy.</p> |
| 10. Maximum Authorized Mill Levy Caps<br><br>(Note: these are maximum allowable mill levies which could be certified in the future unless there was a change in state statutes or Board of County Commissioners approvals) | <p>The District's Service Plan does not place a cap on the District's mill levies.</p> <p>a. None<br/>b. None<br/>c. None<br/>d. None</p>   |

|     |  |   |
|-----|--|---|
|     | a. Debt Service<br>b. Operational<br>c. Other<br>d. Total                                      |   |
| 11. | Sample Calculation of Mill Levy Cap for a Residential and Commercial Property (as applicable). | The District's Service Plan does not place a cap on the District's mill levies. |
| 12. | Current Outstanding Debt of the Districts (as of the end of year of this report)               | No multiple fiscal year debt.<br>\$2,153,045.71 Lease Purchase Agreement        |
| 13. | Total voter-authorized debt of the Districts (including current debt)                          | None  |
| 14. | Debt proposed to be issued, reissued or otherwise obligated in the coming year.                | None  |
| 15. | Major facilities/ infrastructure improvements initiated or completed in the prior year         | Completed restoration of and placing into service Well #6.                      |
| 16. | Summary of major property exclusion or inclusion activities in the past year.                  | None  |

Reminder:

- A. As per Colorado Revised Statutes, Section 32-1-306, the special district shall maintain a current, accurate map of its boundaries and shall provide for such map to be on file with the County Assessor.
- B. Colorado Revised Statutes, Section 32-1-306, states a certificate of election results shall be filed with the County Clerk and Recorder.

Leon Gomes, District Manager

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Name and Title of Respondent




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Signature of Respondent

February 5, 2015

---

Date

RETURN COMPLETED FORM TO: [specialdistrictnotices@elpasoco.com](mailto:specialdistrictnotices@elpasoco.com)

Or mail to:

El Paso County  
Clerk and Recorder

Attention: Clerk to the Board Department  
P.O. Box 2007  
Colorado Springs, Colorado 80901-2007

**\*\*NOTE:** As per CRS Section 32-1-104(2), a copy of this report should also be submitted to:

County Assessor – 1675 W. Garden of the Gods Road, Colorado Springs, CO 80907

County Treasurer - 1675 W. Garden of the Gods Road, Colorado Springs, CO 80907