



9830 Liberty Grove Drive  
Falcon, Colorado 80831

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**NOTICE OF REGULAR MEETING AND AGENDA**

**Board of Directors:**

Kim Griffin  
Calvin Pollard  
Doug Burrer  
Floyd Roberts  
John Bruszenski

**Office:**

President  
Vice President  
Treasurer  
Secretary  
Assistant Secretary

**Term/Expires:**

2018/May 2018  
2016/May 2016  
2016/May 2016  
2018/May 2018  
2016/May 2016

**DATE:** January 21, 2016  
**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.
- B. Approve Agenda.
- 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).
- 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 (1.01).
- Acknowledge Staff Report (1.02).
  - Acknowledge Operations Report (enclosure 1.03).
  - Approve Minutes of the November 19, 2015 Regular Meeting (enclosure 1.04).
  - Adopt Resolution No. 2016-01-01: Amended and Restated Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (1.05).
  - Approve Special District Association of Colorado 2016 membership renewal.
  - Ratify Termination of Independent Contractor Agreement between DMC Sewer and Water Repair and the District (1.06).
  - Ratify Independent Contractor Agreement for Excavation Services between B & L Plumbing, Inc. and the District (1.07).
  - Ratify Second Addendum to Independent Contractor Agreement between Special District Management Services, Inc. and the District (1.08).
  - Ratify Fifth Addendum to Independent Contractor Agreement between RG & Associates, Inc. and the District for Rate Study (1.09).
  - Adopt Resolution 2016-01-02: Resolution Designating the District’s 24 Hour Posting Locations (1.10).
  - Ratify the payment of claims for the period ending December 31, 2015 as follows (1.11):
- |                    |                            |
|--------------------|----------------------------|
| General Fund:      | \$48,945.86                |
| Debt Service Fund: |                            |
| Enterprise Fund:   | \$62,356.69                |
| <b>Total:</b>      | <b><u>\$111,302.55</u></b> |
- E. Discuss Notice of Wastewater Treatment Rate Increase pursuant to Intergovernmental Agreement between Woodmen Hills MD and the District dated June 3, 2011 and report

- on meeting with representatives of Woodmen Hills MD regarding request for rate analysis. (Executive Session pursuant to § 24-6-402(4)(b) and (e), C.R.S., if necessary)
- F. Adopt Resolution 2016-01-03: Regarding Reimbursement of Mobile Phone District Usage (1.12).

II. FINANCIAL MATTERS

- A. Review and approve the payment of claim for the period ending January 21, 2016 as follows (2.01):

General Fund:	\$ TBD
Debt Service Fund:	\$
Enterprise Fund:	\$ TBD
<b>Total:</b>	<b>\$ TBD</b>
- B. Review and accept unaudited financial statements for the period ending December 31, 2015 (2.02).
- C. Discuss and consider approval of Internal Billing System Project Committee Utility Billing software purchase recommendation and revised project plan (2.03).
- D. Discuss and consider Ratification of Application for Micro Grant from the Colorado Statewide Internet Portal Authority in the amount of \$4,000 (2.04).
- E. Discuss and consider authorizing the submission of an Energy/Mineral Impact Assistance Fund Grant Application for installation of Electronic Read Transmitters.
- F. Discuss and consider ballot question for 5.5% Revenue Limit Exemption and TABOR limitations.
- G. Discuss and consider authorizing District Manager to request and access view only account information regarding Farmers State Bank accounts.
- H. Discuss Utility Billing Outside Collection Fee.
- I. Discuss and consider revisions to the 2016 Budget Priorities (2.05).

III. LEGAL MATTERS

IV. ENGINEER MATTERS

- A. Discuss Engineer's Report (enclosure 4.01).
  1. Office building/Workshop.
  2. Status of Storage Tank Inspections.
  3. Status of Water Treatment Pilot System.
  4. Status of Dawson Well/Cherokee Pipeline/ Master Plan.
  5. Status of Emergency Overflow Storage Capacity.
  6. Status of Filing 6/7 Drainage Issues.
  7. Status of District Rules and Regulations modifications.
- B. Discuss and consider acceptance of Water Master Plan (previously distributed)

V. OPERATIONS AND MAINTENANCE

VI. PERSONNEL MATTERS

- A. Discuss and consider report and recommendations from the Employee Benefits and Compensation Committee regarding employee retirement plan, employee compensation schedules, and employee paid time off (previously distributed) (Executive Session, if necessary, §24-6-402(4)(f), C.R.S.).

VII. OTHER BUSINESS

VIII. EXECUTIVE SESSION (§§24-6-402(4)(b) and (e), C.R.S.)

- A. Discuss Underdrain Issue.

IX. ADJOURNMENT

**THE NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 18, 2016.**