

**MERIDIAN RANCH METROPOLITAN DISTRICT (MRMD)  
MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT (MRMD 2018 Subdistrict)  
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Robert Guevara	President	May 2025
Michael Paul	Vice President	May 2027
Ryan Flood	Treasurer	May 2027
Richard Wenzel	Secretary	May 2027
Wayne Reorda	Asst. Secretary	May 2025

**DATE:** Wednesday, August 2, 2023  
**TIME:** 5:30 p.m.  
**PLACE:** Meridian Ranch Recreation Center  
10301 Angeles Road  
Peyton, CO 80831

**The Public may participate in person or by following this link [Click here to join the meeting](#) or by telephone by calling +1 872-242-8662 and using Phone Conference ID: 743080892#**

**I. ADMINISTRATIVE ITEMS:**

- A. Call to Order
- B. Pledge of Allegiance
- C. Conflicts of Interest
- D. Approve Agenda
- E. Consider and approve agreement with Lyons Gaddis for General Counsel services ***Pages 3-27***
- F. Review and Approve July 5, 2023, Regular Board Meeting Minutes (enclosure) ***Pages 28-30***
- G. Visitor Comments (Limited to 3 minutes per resident or household)

**II. FINANCIAL ITEMS:**

- A. Receive from CRS Quarterly MRMD Cash Position Summary and Unaudited Financial Statements (enclosure and/or distributed under separate cover) ***Pages 31-38***
- B. Review, Ratify and Approve Monthly Payment of Claims (enclosure and/or distributed under separate cover) ***Page 39***

**III. ACTION ITEMS:**

**IV. DEVELOPER ITEMS:**

- A. Verbal Report from Construction Manager

**V. DIRECTOR ITEMS:**

- A. Explanation of the functions provided by each of the Meridian Metro Districts ***Pages 40-41***

**VI. LEGAL ITEMS:**

**VII. ADJOURNMENT:**

Meridian Ranch Metropolitan District (MRMD)

Meridian Ranch Metropolitan District 2018 Subdistrict (MRMD 2018 Subdistrict)

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**The next regular meeting of the Board is scheduled for Wednesday, September 6, 2023, at 5:30 p.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.**

**John Chmil**  
[jchmil@lyonsgaddis.com](mailto:jchmil@lyonsgaddis.com)  
303-776-9900

July 19, 2023

Meridian Ranch Metropolitan District  
Attn: Robert Guevara, Board President  
11886 Stapleton Drive  
Peyton, CO 80831

*VIA Email to*  
[Robert@pbhmd.com](mailto:Robert@pbhmd.com)

Re: Proposal for General Counsel Legal Services

Dear Mr. Guevara and Board of Directors:

The law firm of Lyons Gaddis, P.C. (the "Firm") is pleased to offer its services as general legal counsel to the Meridian Ranch Metropolitan District (the "District").

### **QUALIFICATIONS AND EXPERIENCE**

#### **FIRM BACKGROUND**

The Firm traces its origins to the formation of a law firm partnership in 1972. Because of our long experience in representing special districts, school districts, and other governmental entities, we take pride in the fact that we are often able to answer a client's question with a simple phone call rather than "reinventing the wheel," thus keeping a client's legal costs to a minimum.

We are very experienced in working with policy-making boards of directors, district managers and other independent consultants, and pride ourselves on effectively communicating and working collaboratively with all who serve the District's needs. We represent many institutional clients including special districts, school districts, private corporations, non-profit corporations, and other entities governed by boards. A current listing of representative governmental clients is attached.

The Firm consists of 26 attorneys, all of whom are properly licensed to practice law in the state of Colorado, 12 paralegals, and two legal assistants, who work within specific practice areas, in addition to six administrative staff members. Attorneys throughout the Firm work collegially across practice areas to provide comprehensive and excellent service to our clients. The Government Practice Group ("GPG"), which represents special districts, library districts, school districts, and metropolitan districts, currently consists of six attorneys, one paralegal, and a legal assistant. Our GPG group members are highlighted in bold in our Firm's makeup that is attached.

Located in Longmont, our Firm has a state-wide practice with clients ranging from the Bethune School District on the eastern plains to the Crested Butte Fire Protection District to the west; and from the Red Feather Lakes Fire Protection District in the northern Front Range to Manzanola School District to the south. Using e-mail, conference calls, and video technology, we find that we are able to effectively represent our clients throughout the state.

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#### **LYONS GADDIS, P.C.**

515 Kimbark Street 2nd Floor PO Box 978 Longmont, CO 80502-0978  
950 Spruce Street, Unit 1B Louisville, CO 80027

Longmont Office 303 776 9900 | Fax Number 303 776 9100 | Louisville Office 720 726 3670 | [www.lyonsgaddis.com](http://www.lyonsgaddis.com)

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Through strong community engagement, high-quality service, and dedication to our clients, the Firm has remained a financially stable partnership throughout its long-standing history. In addition, the Firm's wide range of practice areas provides insulation from a downturn in any particular sector and impacts from a changing economy. The Firm has thoughtfully and strategically grown along with the expansion of the Front Range; however, we continue to serve our clients under the same essential principles and values.

We strictly adhere to Rule 1.13 of the Colorado Rules of Professional Conduct, which clarifies that our ethical obligation would be to the District itself and not to its individual directors or its manager/chief.

In conjunction with the representation of our many governmental clients, we have assisted in all aspects of their operations. This includes district service plan and formation issues, boundary adjustments (inclusions, exclusions and consolidations), elections and election challenges, ballot language, Bruce/TABOR and Gallagher Amendment issues, directors' meetings, bond issuances and other forms of financing such as certificates of participation and lease purchase agreements, contract drafting, negotiation and administration, budget preparation, construction projects, real estate acquisitions (including easements and condemnations) and related land use issues, intergovernmental agreements, lobbying efforts at the state and local levels, drafting of bylaws and regulations, personnel, fiscal and other policies, Open Records and Open Meetings Act issues, the Colorado Governmental Immunity Act ("CGIA"), and civil litigation involving various and diverse issues ranging from constitutional rights to employment law matters, and from personal injury and administrative law claims to contractual disputes.

## REFERENCES

St. Vrain Sanitation District  
Rob Fleck, District Manager  
11307 Business Park Circle  
Firestone, CO 80504  
(303) 682-4689  
[rob@stsan.com](mailto:rob@stsan.com)

West Metro Fire Protection District  
Don Lombardi, Fire Chief  
433 South Allison Parkway  
Lakewood, CO 80226-3128  
(303) 989-4307 (x 511)  
[dlombardi@westmetrofire.org](mailto:dlombardi@westmetrofire.org)

The Government Practice Group provides a full-range of comprehensive general legal services to our clients, as detailed above and further described below.

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## **FIRM EXPERIENCE**

We believe that our Firm is uniquely positioned to provide the District with exceptional legal representation at an affordable rate. The Firm and its attorneys have extensive experience counseling all types of local governments, specifically including authorities. From this experience, we have become adept at managing and prioritizing a client's legal needs so that the client can be served in the most cost-effective manner possible. We also understand the budgetary constraints local governments face and make every possible effort to provide legal counsel within those confines.

I would be responsible for overseeing the District's day-to-day legal issues and am available to attend District meetings in person or via phone. We may also utilize the services of other attorneys as necessary and rely on the support of our paralegal, Carolyn Smoot, and our legal assistant, Amber Zeidner, to reduce the District's legal costs. The GPG can effectively and efficiently utilize the talents and time of all of its team members to support its clients. This may be accomplished by routine matters being assigned to paralegals and associates, particular matters being assigned to an attorney with greater knowledge or additional experience in such areas, and/or the utilization of forms and boilerplate documents from our extensive library.

Our GPG attorneys have spoken on a variety of issues before various groups and organizations, including the Division of Local Government's workshops, the Special District Association's annual conventions and spring workshops, and the Colorado Association of School Board's attorneys' council section. Topics have included, among others, such issues as TABOR, consolidation of districts, the Colorado Open Records Act, due process for employers, location and extent review of governmental capital construction projects, employment matters, and executive searches under the Open Meetings Law.

Additional background information regarding each of the attorneys on our team is below (Resumes are attached):

- **Adele Reester:** A 1994 graduate of the State University of New York-Binghamton, Ms. Reester received her Juris Doctorate *Magna Cum Laude* from the Washington College at Law of The American University in 1997. After clerking for Chief Judge Roxanne Bailin of the 20th Judicial District in Boulder, Ms. Reester served as Assistant City Attorney for the City of Loveland. Admitted to the Colorado Bar in 1997, Ms. Reester's practice has focused almost exclusively on local government law after joining the Firm in 2001. She is a frequent speaker at various conferences and has authored several published articles.
- **Catherine Tallerico:** Ms. Tallerico graduated from the University of Colorado with a Bachelor of Science Degree in Journalism and received her law degree from its School of Law in 1990. Admitted to practice in 1990, Ms. Tallerico's 30-year career has emphasized special district and school district issues and litigation since 1992. She has worked as insurance defense counsel for numerous school districts, local governments, and private entities throughout the state. Having litigated hundreds of cases, Ms. Tallerico brings to the Firm a unique perspective

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of litigation avoidance by providing client counseling in employment matters, construction law, and tort immunity cases, as well as serving as defense counsel for our clients through the Colorado Special Districts Property and Liability Pool. Ms. Tallerico regularly attends board meetings and advises boards regarding various matters.

- **Chad Kupper:** Mr. Kupper graduated from the University of Colorado with an undergraduate degree in Business Administration majoring in business information systems. Prior to obtaining his Juris Doctorate *Cum Laude* from the Thomas M. Cooley Law School in 2007, Mr. Kupper worked as a computer support technician and a technology instructional assistant. He assists in real estate, financing, and contract matters. He is the primary attorney responsible for all intellectual property matters including trademark, copyright, and licensing issues.
- **John Chmil:** Mr. Chmil graduated from the University of Colorado, Boulder with a Bachelor of Arts Degree, *Magna Cum Laude*, in Sociology in 2010, and subsequently received his Juris Doctorate from the University of Colorado Law School in 2015. In the year between his undergraduate and law studies, Mr. Chmil served as an Americorps volunteer for a Boulder Valley non-profit serving public school-aged children. During law school, Mr. Chmil worked with the City Attorney offices of both the City of Arvada and City of Boulder, gaining valuable experience in operating as general counsel for government entities. After graduating, he was a judicial clerk for the Honorable Patrick Butler of the 20th Judicial District where he handled a wide array of both civil and criminal matters including jury trials, court hearings, and motions practice. Since joining the Firm in 2016, Mr. Chmil's practice has focused on supporting all facets of the Firm's governmental clients such as board governance, open meetings, public records, elections, authorities, urban renewal, and financial matters, as well as litigation and contracting.
- **Dillon Sena:** Mr. Sena is a 2022 graduate of Creighton University School of Law who joined the firm this spring. His work will focus on supporting our local governmental clients.
- **Richard Lyons:** Admitted to practice law in 1977 in Missouri, Mr. Lyons clerked for a U.S. District Court judge in Kansas City and researched and wrote the initial drafts of several rulings regarding the Kansas City de-segregation litigation as well as other cases involving educational law. Upon returning to Colorado, he was admitted to the Colorado Bar in 1979, and he has devoted his practice to the representation of local governmental entities, with an emphasis on policy development and administration, board relations, constitutional matters, and election issues. With over 35 years of experience in handling all facets of special district law, Mr. Lyons' wealth of knowledge is a valuable asset to the Government Practice Group. He holds an undergraduate degree from the University of Colorado, a Juris Doctorate from the University of Missouri-Kansas City, and certificates of completion from St. Edmunds Hall (Oxford University) in a comparative law program, and from Harvard Law School for a summer course of advanced legal studies. While retired from the daily practice of law, Mr. Lyons remains available to share his expertise and knowledge with the attorneys in the GPG.

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## **GPG EXPERTISE**

The following examples are some of the common legal issues our clients face and illustrate the type of counsel we routinely provide. Additional areas, such as real estate, non-profit, water, and oil and gas are supported both from within the GPG, as well as across practice groups in our Firm.

*Board Governance.* The crux of any local government attorney is advising the Board on matters of policy and governance. The GPG understands the issues Boards face and can assist in all matters coming before the Board. This includes, but is not limited to, review and advice on bylaws, policies, resolutions, audits, budgets, and meeting procedures. Our long history representing local governments, and special districts in particular, also provides a bank of forms and samples that allow us to provide the Board with accurate and efficient documents without the need to start from scratch.

*Elections.* Our GPG team has extensive experience both conducting elections and defending election results against legal challenges. In 2014, our Firm successfully defended one of our fire district clients against an election challenge. After a three-day trial, the judge ruled in favor of our client and the plaintiffs eventually dropped their appeal efforts. In addition to defending against election challenges, our Firm has many years of experience conducting all types of elections, including those that involve taxing and debt issues, term limit waiver questions, inclusion and consolidation questions, and many other topics. We also offer training for designated election officials (DEOs) and election judges.

*Contracts.* Attorneys in our office regularly review, draft, and negotiate various contracts, including employment contracts, real estate contracts, intergovernmental agreements, and construction contracts. With respect to construction contracts, our GPG attorneys are experienced with AIA contracts, as well as other forms of design-build, general contractor/owner and consultant/owner agreements. We are knowledgeable about insurance requirements, indemnity provisions, and compliance with Colorado statutes such as bonding, retainage and final payment procedures.

*TABOR.* Within weeks of its enactment by the electorate in 1992, the Firm conducted a seminar for its clients on the implications of TABOR. Subsequently, the Firm drafted de-Brucing ballot issues for its clients to refer to their respective electorate to avoid TABOR-mandated refunding of revenues received in excess of TABOR's limitations. The Firm has also provided clients with periodic guidance memoranda on judicial rulings and Attorney General interpretations with respect to TABOR, as well as practical advice with which to avoid multi-year obligations through the utilization of "subject to annual appropriations" clauses. The Firm successfully defended a TABOR challenge before the Colorado Supreme Court in its decision, *Cacioppo v. Eagle Co. School District RE-50J*, 92 P.3d 453 (Colo. 2004) in which Mr. Douglas Bruce appeared as a witness for the plaintiffs. The case involved primarily TABOR-related issues that focused on the sufficiency of TABOR notices and the wording of the ballot issue.

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**CORA.** We recognize that the implications of the Colorado Open Records Act play an increasing role in the administrative demands of special districts. Our attorneys and paralegals are well versed in CORA procedure and are prepared to counsel the District on creation or revision of a CORA policy, responding to CORA requests, and defending citizen challenges under CORA.

**Labor and Employment.** Attorneys in our office regularly work with our clients on administrative or personnel matters with the goal of reducing risk and managing issues prior to litigation. They are experienced in all aspects of personnel issues including employment policies, workplace investigations, and dispute resolution. They are also experienced with defending Equal Employment Opportunity Commission (“EEOC”) and Colorado Civil Rights Commission (“CCRD”) claims, as well as claims made to the Department of Labor.

**Litigation and Legal Claims.** Our Firm attorneys handle matters assigned by the Colorado Special District’s Self-insurance Pool and well as other insurance company assigned matters in defense of our clients. We have litigated Americans with Disabilities Act (“ADA”) claims, CGIA claims, Title VII and constitutional claims, breach of contracts and real estate related matters.

**Corporate and Tax-Exempt Organization Legal Issues.** Our Firm attorneys handle federal and state tax issues including business, real estate, and tax law with many different clients, from large companies to small businesses, individuals, non-profits, and government entities. They also specialize in formation of nonprofit entities including assisting such entities with acquiring and maintaining their tax-exempt status.

## **FEES**

The Firm bills on an hourly rate and there are no monthly recurring costs or fees. We are committed to providing our clients with the highest quality of professional services at reasonable rates. Our attorney hourly rates through December 31, 2023, will be set not to exceed \$297, with the exception of water law matters which will not exceed \$325. Our paralegal rate will not exceed the hourly rate of \$170 and our legal assistant rate will not exceed \$75 per hour. Hourly rates are typically adjusted based upon CPI on a fiscal year basis upon written notice.

In addition to the hourly rates set forth above, we would bill the District for out-of-pocket expenses incurred in connection with our representation of the District on an actual cost basis. Mileage fees will be charged at the then current IRS standard rate. Travel time is billed at a full hourly rate in accordance with the hourly rates and mileage charges presented above.

We believe that our rates are extremely competitive, given our experience and expertise. We are often able to answer a question over the phone without lengthy research due to our specialization. Additionally, we continue to efficiently handle legal matters with a cost-effective approach on our team of shareholders, associates, and paralegals.



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## **CLIENT SERVICES**

*Meeting Client Needs.* Our Firm, and the GPG in particular, represent a diverse group of local government clients. Our clients range in size from very small rural districts that require sporadic legal counsel to multi-county districts that request our assistance on an almost daily basis. Specifically, the GPG represents a number of special districts that similarly vary in size and need for legal counsel. No matter the size and amount of activity, we always cater our services to the needs and wishes of the client. For several of our clients, we attend or host an annual retreat which provides an opportunity for board members and staff to receive training and advice on legal and policy issues encountered by the District. Each year, at no charge, our Firm provides a periodic memorandum to its special district clients updating them on recent legislative changes. In cases where a piece of legislation is particularly complex or will have a significant impact on the District, at the client's request, we will provide a training session to explain the legislation and its implications.

*Our Philosophy.* The GPG was built and operates under a philosophy of teamwork to optimize experience and allow our attorneys to provide timely, efficient, and reliable legal services. We understand that questions often arise at times when the Board or a committee is attempting to work through a particular issue. Based on the collective experience and specialized knowledge of the GPG, the District will be able to reach an attorney or other staff member who can discuss the issue and either provide an answer over the phone or supply a timeline for delivering a response based on the needs of the District.

*Firm Values.* At Lyons Gaddis and within the GPG, our mission is to provide the highest quality legal service and counsel to our clients from an enduring, supportive, and engaging environment. In pursuit of this mission we honor the following core values:

- **TRUST** – We maintain trust through thoughtful communication, action with integrity, and constant dedication to each other and our clients.
- **RESPECT** – We embrace each individual's unique talents, honor diverse life and work styles, and unflinchingly treat everyone with dignity.
- **COMMUNITY** – We contribute positively to the lives of co-workers, clients and the community at large, creating an atmosphere of service that extends to the world around us.
- **EXCELLENCE** – We provide superior legal services by meeting or exceeding expectations in all aspects of legal representation and through our unrelenting commitment to be the best at what we do.

*Client Trainings.* If the District desires, we can provide trainings on Board mechanics, applicable transparency laws (i.e., Open Meetings and Open Records), and conflicts of interest, as well as sexual harassment or other employment or policy-based trainings. We are also happy to research issues and provide individualized trainings based on requests from the Board or Chief.

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*Management of Legal Services.* Although a retainer arrangement can be discussed, it is our experience that for an institutional client, it should only pay for legal services which it requests. In the long run, an hourly fee arrangement may be more beneficial to the client. Our fee arrangement is set forth in our enclosed engagement letter which also details our billing practices and charges. If we are selected as general legal counsel, we request that the District's Board of Directors authorize the Board President to sign the engagement letter and simply return a copy to us.

*Conflicts.* Should we be retained by the District, we would not undertake representation of any new client whose interests conflicted with those of the District. In the event any conflict of interest arose between the District and a present client of the Firm, such conflict would be promptly disclosed in writing to all parties and resolved in accordance with our professional code of ethics.


#### **TIMELINES AND CURRENT WORKLOAD**

The GPG operates on a regular basis with a considerable workload. However, through execution of the teamwork philosophy, the GPG efficiently and effectively handles the existing workload and has room to grow. If selected as the District's general counsel, the GPG will commit to working with the Board to ensure the most efficient and supportive legal services for the District's particular needs and is available for immediate representation.

Thank you for the opportunity to submit this proposal and for considering us as your legal counsel. Please do not hesitate to contact me if you have any questions or desire additional information.

Sincerely,

**LYONS GADDIS, PC**

  
\_\_\_\_\_  
John Chmil

Enclosures:  
Engagement Letter

**GOVERNMENTAL CLIENTS FOR WHICH WE SERVE AS GENERAL COUNSEL**

Allenspark Fire Protection District  
Allenspark Water & Sanitation District  
Arapahoe County School District No. 1  
Arvada Fire Protection District  
Baseline Water District  
Berthoud Fire Protection District  
Bethune School District R-5  
Briggsdale Fire Protection District  
Byers Fire Protection District  
Chatfield South Water District  
Clear Creek Metropolitan Recreation District  
Crested Butte Fire Protection District  
Crystal Lakes Fire Protection District  
Dancing Willows Metropolitan District  
Eagle County School District RE-50J  
East Boulder County Water District  
Eaton Fire Protection District  
Eaton Public Library  
Elk Creek Fire Protection District  
Estes Park Local Marketing District  
Estes Valley Recreation and Park District  
Fort Lupton Public and School Library  
Four Mile Fire Protection District  
Front Range Fire Rescue Fire Protection Dist  
Galeton Fire Protection District  
Gold Hill Fire Protection District  
Grand County Library District  
Hi-Plains School District  
Hygiene Fire Protection District  
Idalia School District  
Indian Hills Fire Protection District  
Indian Hills Water District  
Karval Fire Protection District  
Kiowa County Fire Protection District  
Kiowa County School District RE-2  
Larkspur Fire Protection District  
LaSalle Fire Protection District  
Left Hand Water District  
Lefthand Fire Protection District  
Livermore Fire Protection District  
Longmont Downtown Development Authority  
Longs Peak Water District  
Lyons Regional Library District  
Manzanola School District 3J  
Mile High Water Company  
Morgan County Quality Water District  
Mountain View Fire Rescue District  
Nederland Community Library District  
Nederland Fire Protection District  
Niwot Sanitation District  
North Carter Lake Water District  
Nunn Fire Protection District  
Paint Brush Hills Metropolitan District  
Park County School District RE-2  
Park Hospital District  
Pawnee Fire Protection District  
Pinewood Springs Fire Protection District  
Platte Canyon Fire Protection District  
Platte Valley Fire Protection District  
Platteville-Gilcrest Fire Protection District  
Poudre Canyon Fire Protection District  
Red Feather Lakes Fire Protection District  
Sheridan School District No. 2  
Southeast Weld Fire Protection District  
St. Vrain & Left Hand Water Conservancy Dist  
St. Vrain Sanitation District  
St. Vrain Valley School District RE-1J  
Sterling Rural Fire Protection District  
Stratton Fire Protection District  
Sugar Loaf Fire Protection District  
Summit School District RE-1  
Upper South Platte Water Conservancy Dist  
Valley School District Re-1  
Weld RE-5J School District  
Wellington Fire Protection District  
West Metro Fire Protection District  
Western Hills Fire Protection District  
Windsor-Severance Fire Protection District

**GOVERNMENTAL CLIENTS FOR WHICH WE SERVE AS  
SPECIAL COUNSEL AND WATER COUNSEL**

Adams 12 Five Star Schools  
City of Arvada  
City of Longmont  
City of Trinidad  
Crystal Valley Metropolitan District Nos. 1-2  
Denver Public Schools  
\*Eagle Rock School & Prof. Dev. Ctr.  
East Larimer County Water District  
Fort Collins-Loveland Water District  
Headwater Authority of the South Platte  
Highlands Ranch Metropolitan District  
Lake County  
Littleton Public Schools  
\*Longmont Christian School  
Longmont Housing Authority  
Monte Vista School District  
\*The New America School  
North Weld County Water District  
Parker Jordan Metropolitan District  
Penrose Water District  
Poudre School District  
Poudre Tech Metropolitan District  
Raindance Metropolitan District  
Rocky Mountain Academy of Evergreen  
Roxborough Water and Sanitation District  
Saddlehorn Metropolitan District  
South Conejos School District  
Stonegate Village Metropolitan District  
Town of Castle Rock  
Town of Dillon  
Town of Lochbuie  
Town of Milliken  
Town of Severance  
Tri-Lakes Monument Fire Protection District

## CURRENT PRINCIPALS AND STAFF

**Shareholders:** Jeffrey J. Kahn, John W. Gaddis, Steven P. Jeffers, **Adele L. Reester**, **Catherine A. Tallerico**, Scott E. Holwick, Cameron A. Grant, Matthew D. Machado, Madoline E. Wallace-Gross, Thomas L. Beckmann, Jennifer M. Spitz, **Chad A. Kupper**, Jeffrey S. Rose, **John I. Chmil**, and Sean M. Stewart.

**Senior Counsel:** **Richard N. Lyons, II** and Bradley A Hall.

**Special Counsel:** Suzan D. Fritchel, Kimberly A. Barr, and Allison I. Gorsevski.

**Associate Attorneys:** Brian L. Allard, Anthony J. Basile, Erin C. Pierce, Casey J. Weaver, Megan B. Henderson, and **Dillon M. Sena**.

**Paralegals/Legal Assistants:** Maureen C. Simpson, Jennifer C. Kaufman, Kimberly A. Machmuller, Denise R. Poepping, Autumn J. Jaster, K. Scott Sinclair, Patricia (Trish) J. Vallejo, Chelsea A. Deeder, Michelle R. Soule, Janet T. Cummings, Katie S. Pendleton, **Carolyn Smoot**, Emma G. Tomso, **Amber D. Zeidner**, and Kendall L. Waddle (File Clerk).

**Administrative Team:** Trish A. Nelson (Administrator), Tessa D. Kuiken (Administrative Assistant), Peggy S. Brenton (Accounting Coordinator), Kayleigh T. Bloodgood (Office Services Clerk), and Lisa J. Mohn (Receptionist).

## PRACTICE AREAS

**Government Practice Group.** (*Adele Reester, Catherine Tallerico, Chad Kupper, John Chmil, Dillon Sena, and Richard Lyons. Support Staff: Amber Zeidner and Carolyn Smoot*). This practice group specializes in the representation of local governmental entities throughout Colorado, including school districts and Title 32 special districts (hospital district, fire districts, water and sanitation districts, an ambulance district, park/recreation districts), a marketing district, authorities, and serving as special counsel to a county for personnel matters. This group also serves as insurance defense counsel to nearly all of its governmental clients.

**Business/Real Estate/Taxation Group.** (*Cameron Grant, Thomas Beckmann, Jennifer Spitz, Suzan Fritchel, Chad Kupper, Sean Stewart, Brian Allard, Kimberly Barr, and Megan Henderson. Support Staff: Maureen Simpson, Kim Machmuller, and Patricia (Trish) Vallejo*). This business-oriented practice group specializes in all aspects of real estate law and development, all forms of taxation, including formation of non-profit organizations, as well as general business work related to leases, contracts, bylaws, and corporate organizational documents.

**General Practice Group.** (*John Gaddis, Jeff Rose, and Erin Pierce. Support Staff: Chelsea Deeder, Katie Pendleton, and Emma Tomso*). The General Practice Group is involved in assisting individuals and small businesses, ranging from all aspects of family law to formation of small businesses, assisting in real estate and land use matters, and wide-ranging commercial and civil litigation.

**Water Law Group.** (*Jeffrey Kahn, Steven Jeffers, Matthew Machado, Scott Holwick, Madoline Wallace-Gross, Anthony Basile, Casey Weaver, and Allison Gorsevski. Support Staff: Jennifer Kaufman, K. Scott Sinclair, and Michelle Soule*). Emphasizing water and natural resources law, this practice group enjoys a state-wide practice representing water users from farmers and ranchers to large municipalities and water authorities/conservancy districts. In addition, it specializes in land use matters throughout the Front Range.

**Personal Injury/Workers Compensation Group.** (*Bradley Hall. Support Staff: Autumn Jaster*). Mr. Hall's practice group emphasizes personal injury litigation, as well as workers' compensation claims. In addition, Mr. Hall has extensive experience in complex commercial litigation and copyright infringement.

**Estate Planning.** (*John Gaddis, Thomas Beckmann, Jennifer Spitz, Suzanne Fritchel, Chad Kupper, Sean Stewart, Brian Allard, Kimberly Barr, and Megan Henderson. Support Staff: Maureen Simpson, Kim Machmuller, Autumn Jaster, Denise Poepping, Janet Cummings, and Kendall Waddle*). This practice group works with individuals on their estate plans, including preparation of wills, trusts, powers of attorney and living wills. The group also assists with estate and trust administration, including probate.



**ADELE L. REESTER**

**Areas of Practice**

Special District Law: Representation of large and small fire, parks and recreation, sanitation, library and water districts throughout the State of Colorado.

Education Law: General representation of large and small school districts throughout the State of Colorado including board governance; special education; employment and personnel matters; contracts; charter schools; student matters; and compulsory attendance.

Negotiations: Interest-based and traditional bargaining; Facilitation; Interest-Based Bargaining training; Master contract negotiations for school districts; and Superintendent contract negotiations.

Employment Law: Trainings; Investigations; Defense of claims before the EEOC and CCRD; and Draft policies and contracts.

Litigation: District, County, and Municipal Courts, including teacher employment and dismissals, special education due process, collections, traffic infractions, and personal injury.

**Employment**

Lyons Gaddis, P.C., Longmont, CO  
Shareholder: 2008 – present  
Associate Attorney: 2001 – 2007

City of Loveland, Loveland, CO  
Assistant City Attorney: 1998 – 2001

Twentieth Judicial District of Colorado, Boulder, CO  
Law Clerk to the Honorable Roxanne Bailin, Chief Judge: 1997 - 1998

**Education**

Washington College of Law at The American University, J.D. 1997  
*magna cum laude*, Class Rank: Top 13%  
Solicitor General, Student Bar Association Executive Board  
Interschool Competitions Director, Moot Court Executive Board

State University of New York at Binghamton, B.A. 1994  
*magna cum laude*, Phi Beta Kappa, Dean's List  
High Honors Thesis: "Minority Voting Rights: Electing or Influencing a Candidate of Choice"  
Honors: Golden Key National Honor Society; Political Science National Honor Society; SUNYAC Commissioner's List; SUNYAC All-Academic Team; Varsity Letters



## **Bar Admission**

Supreme Court of Colorado  
United States District Court, District of Colorado

## **Professional Development**

Colorado and Boulder Bar Associations, Member  
Colorado Association of School Boards, Member  
Colorado Association of School Boards Legislative Council, Member  
Young Lawyers Division, Doctor/Lawyer Program, Past Volunteer  
Girl Scouts, Mountain Prairie Council, Past Nominating Committee, Member  
Girls Scouts of Colorado, Past Board Governance Committee  
Colorado Women's Golf Association, Member  
City of Longmont, Human Relations Commission, Past Member  
Denver Center Childcare Association, Past Board Member

## **Publications/Presentations**

*Constitutional and Statutory Requirements for Special District Websites*, September 2018  
Annual Conference, Special District Association  
Keystone, Colorado

*Consolidation of Fire Services: A Study in Collaboration (panel)*, September 2017  
Annual Conference, Special District Association  
Keystone, Colorado

*Disciplining the Special Education Student*, October 2016  
Special Education Law From A to Z Seminar, National Business Institute  
Denver, Colorado

*S.M.A.R.T. Goals*, September 2016  
Annual Conference, Special District Association  
Keystone, Colorado

*Top 10 Policies Your Board Should Have!* September 2015  
Annual Conference, Special District Association  
Keystone, Colorado

*"Interest-Based Bargaining Methodology"*  
Special District Association of Colorado News August 2012 and  
Boulder County Bar Newsletter, February 2012

Miscellaneous presentations relating to school law and employment law, including  
CASB, CASE, and CASPA conferences, 2001 – present

Miscellaneous presentations regarding special districts and related local government  
requirements, Special District Association Annual Conference, 2005 – present

*"Obtaining a Liquor License"*  
2009 Boulder County Attorneys Profiles & Reference Book, May 2009





**LYONS GADDIS**  
ATTORNEYS & COUNSELORS

“Changing Your Facility? Don’t Forget the Liquor License!”  
*Restaurateur of Colorado*, December 2001/January 2002

“Judges as Case Managers: What Happened to Trials?”  
On reserve in Washington College of Law Library

**Selected Appellate Cases**

*Cacioppo v. Eagle County School District RE-50J*, 92 P.3d 453 (Colo. 2004)

*Cox v. Ackerman*, Case No. 01 CA 1915

*Donovan v. Lefever*, Case No. 01 CA 2085

*Mortech Custom Homes v. Salazar*, Case No. 02 CA 1016

*Goddard v. West Metro Fire Protection District*, Case No. 04 CA 989



**CATHERINE A. TALLERICO**

**Areas of Practice**

**Complex Litigation:** involved with every aspect of litigation for a wide variety any types of cases filed in state and federal court including: governmental immunity, election matters, personal injury and other tort liabilities, discrimination, civil rights, breach of employment contract, wrongful discharge, construction defects, real estate and easement litigation and breach of commercial contracts. Well versed in all aspects of public entity defense including the Colorado Governmental Immunity Act.

**Special District/Local Government Law:** assist special districts and local governments with Board issues, meetings and hearings, executive sessions, open meeting laws, risk management, policy development, elections, personnel matters, contracts and agreements, and exclusions and inclusions.

**School/Education Law:** provide counsel on personnel matters, special education and 504 issues, federal and state education laws, Board issues, contracts and agreements, and policy development. Defend OCR charges, due process hearings and litigation.

**Employment Law:** provide creative problem solving and guidance, draft policies, negotiate contracts, conduct investigations, defend claims before the EEOC and CCRD, and Department of Labor.

**Construction Law:** draft and negotiate construction contracts. Provide guidance relating to insurance requirements, indemnity provisions, and compliance with State and Federal laws.

**Risk Management:** negotiate and mediate a wide variety of claims, develop strategic solutions for litigation avoidance, provide guidance and analysis of insurance coverage issues.

**Employment**

Lyons Gaddis Kahn Hall Jeffers Dworak & Grant, PC, Longmont, Colorado  
Shareholder

Fowler, Schimberg & Flanagan, P.C., Denver, Colorado  
Shareholder 1999 – 2006  
Associate Attorney 1992 - 1998

Feiger, Collison & Kilmer, P.C., Denver, Colorado  
Associate Attorney 1990 - 1992

**Education**

University of Colorado School of Law, Juris Doctor, 1990  
Board of Editors, University of Colorado Law Review

University of Colorado, School of Journalism, Bachelor of Science, 1986



## **Bar Admission**

Supreme Court of Colorado  
United States District Court, District of Colorado  
United States Court of Appeals, Tenth Circuit

## **Professional Activities**

Colorado and Boulder Bar Associations, Employment Law Committees  
Attorney's Council for Colorado Association of School Boards  
Colorado Women's Bar Association  
National Association of School Boards  
AV Preeminent Peer Review Rated

## **Selection of Publications/Lectures**

*Constitutional and Statutory Requirements for Special District Websites*, September 2018  
Annual Conference, Special District Association  
Keystone, Colorado

*Employment Law Challenges, Developments & Trends*, September 2017  
Annual Conference, Special District Association  
Keystone, Colorado

*Workplace Investigations*, September 2016  
Annual Conference, Special District Association  
Keystone, Colorado

*Top 10 Policies Your Board Should Have!* September 2015  
Annual Conference, Special District Association  
Keystone, Colorado

*Top Ten Legal Issues With Social Media*, September 2014  
Annual Conference, Special District Association  
Keystone, Colorado

*"EEOC's New Enforcement Guidance on the Use of Criminal Background Checks"*  
The Colorado Lawyer, Vol. 41, p. 45, December 2012

*"The Framework of Special Education Law"*, October 2012  
National Business Institute, Colorado Special Education Law Seminar  
Denver, Colorado

*Employment Law Update*, September 2012  
Annual Conference, Special District Association  
Keystone, Colorado



*Legal Issues Associated with Bullying*, June 2011  
Colorado Association of School Boards  
Thornton, Colorado

*The ABC's of Employment Law*, October 2010 and September 2009  
Colorado Association of School Boards, Loveland, Colorado  
Annual Conference, Special District Association, Keystone, Colorado

*What Every Tom, Dick and Mary Jane Should Know About Medical Marijuana in the Workplace*, September 2010  
Annual Conference, Special District Association  
Keystone, Colorado

*Challenges Posed by Teacher Discipline, Reporting and Settlement*, June 2008  
Colorado Association of School Boards  
Golden, Colorado

*The New Immigration Laws*, December 2006  
Colorado Association of School Boards  
Colorado Springs, Colorado

### **Selection of Appellate Cases**

*Colorado Union of Taxpayers, et al. v. West Metro Fire Protection District, et al.*, 2014CV31089  
(Jefferson County Combined Court)

*Trujillo v. Board of Education of Adams 12 Five Star Schools*, 12CA0599 (Colo. Ct. App. 2013)

*Tyler V. v. St. Vrain Valley School District*, 2011 WL 1045434 (D. Colo. 2011)

*Leprino Foods Co. v. Feldmeier Equipment, Inc.*, 04CA0686 (Colo. Ct. App. 2005)

*Glaeser v. Academy School District 20*, 2005 WL 2592477 (D. Colo. 2005)

*Marino v. Mayger*, 118 Fed. Appx. 393, 2004 U.S. App. LEXIS 25079 (10<sup>th</sup> Cir. 2004)

*National Chiropractic Mutual Insurance Co. v. Kancilia*, 77 Fed. Appx. 445, 2003 U.S. App. LEXIS 20265 (10<sup>th</sup> Cir. 2003)

*Bartell v. Aurora Public Schools*, 263 F.3d 1143 (10<sup>th</sup> Cir. 2001)

*Shaw v. Sargent School District No. RE-33-J*, 21 P.3d 446 (Colo. Ct. App. 2001)

*Rocky Mt. Hospital & Medical Service v. Mariani*, 916 P.2d 519 (Colo. 1996)

*Mariani v. Rocky Mt. Hospital & Medical Service*, 902 P.2d 429 (Colo. Ct. App. 1994)

*N.E., Inc. v. Iliff & Monaco Assocs., LP*, 890 P.2d 146 (Colo. Ct. App. 1994)



**CHAD A. KUPPER**

**Areas of Practice**

Education Law: Representation of large and small school districts throughout the State of Colorado, including advise Boards of Education regarding powers and duties, board policy and development, human resources and administration, and TABOR; participate in student compulsory attendance and expulsion proceedings; draft, review, and negotiate contracts, including employment contracts, leases, real estate contracts, and vendor contracts; BEST Financing; register and protect district copyrights and trademarks.

Special District Law: Representation of large and small fire, parks and recreation, sanitation and water, library, and other special districts, throughout the State of Colorado.

General Civil Law: Business Transactions, act as general counsel for corporate entities, including corporate structure, purchase and sale, litigation matters, and contract negotiations; Real Estate, draft and advise regarding acquisition and sale, leasing, and financing; Estate Planning and Probate.

**Employment**

Lyons Gaddis Kahn Hall Jeffers Dworak & Grant, P.C., Longmont, CO  
Shareholder: 2021 - present  
Associate Attorney: 2008 – 2020

Gubbels Law Office, P.C., Castle Rock, CO  
Associate Attorney: 2007-2008

Sixty Plus., Inc. Elder Law Clinic, Lansing, MI  
Legal Intern: 2006-2007

**Education**

Thomas M. Cooley Law School  
Juris Doctor *Cum Laude*, 2007  
Dean's List, Honors Scholarship

University of Colorado, College of Business Administration  
Bachelor of Science, 2002, Business Information Systems

**Bar Admission**

Supreme Court of Colorado  
United States District Court, District of Colorado

**Affiliations and Community Involvement**

Boulder County Bar Association, Real Estate Section Chair



**LYONS GADDIS**  
ATTORNEYS & COUNSELORS

Friends of the Longmont Museum, Board Member  
Twin Peaks Rotary, Member  
Colorado Bar Association, Member  
Longmont Area Chamber of Commerce, Member



**JOHN CHMIL**

**Areas of Practice**

Local Government Law: General representation of large and small school districts, special districts, library districts, and marketing districts throughout the State of Colorado on all matters that arise for public entity clients including, but not limited to governance; contracts, construction; employment and personnel matters; and elections.

**Employment**

Lyons Gaddis Kahn Hall Jeffers Dworak & Grant, P.C., Longmont, CO  
Associate: 2016 – present

Judge Patrick Butler, 20th Judicial District Trial Court, Boulder, CO  
Judicial Clerk: 2015 – 2016

Boulder City Attorney's Office, Boulder, CO  
Law Clerk: 2014 – 2015

American Indian Law Clinic, Boulder, CO  
Student Attorney: 2014 – 2015

Justice Gregory Hobbs, Colorado Supreme Court, Denver, CO  
Judicial Intern: 2014

Arvada City Attorney's Office, Arvada, CO  
Law Clerk: 2013

Mark Squillace, University of Colorado, Boulder, CO  
Research Assistant: 2013

**Education**

University of Colorado Law School, J.D. 2015  
Production Editor- Colorado Natural Resources, Energy & Environmental Law Review, 2014-2015  
National Native American Law Student Association Moot Court Competition, 2015  
Colorado Appellate Advocacy Competition, 2013 & 2014  
Native American Law Student Association, Board Member 2013-2014  
1L Mock Trial Competition, 2012

University of Colorado – Boulder, B.A. 2010  
*magna cum laude*



**LYONS GADDIS**  
ATTORNEYS & COUNSELORS

Mock Trial Team, Competitor 2009-2010

**Bar Admission**

Colorado, November 2015

**Professional Development**

Colorado and Boulder County Bar Associations, Member

Special District Association Legislative Committee, Member

Colorado Association of School Board Attorneys, Member





## **DILLON SENA**

### **Areas of Practice**

**Education Law:** Representation of large and small school districts throughout the State of Colorado, including advising Boards of Education regarding powers and duties, board policy and development, human resources and administration, and TABOR; participate in student compulsory attendance and expulsion proceedings; draft, review, and negotiate contracts, including employment contracts, leases, real estate contracts, and vendor contracts; BEST Financing; register and protect district copyrights and trademarks.

**Special District Law:** Representation of large and small fire, parks and recreation, sanitation and water, library, and other special districts, throughout the State of Colorado.

### **Employment**

Lyons Gaddis Kahn Hall Jeffers Dworak & Grant, P.C., Longmont, CO  
Associate Attorney: 2023 – present

Blazek Law Group, L.L.C., Omaha, NE  
Associate Attorney: 2022-2023

McChesney & Farrell Law, Omaha, NE  
Law Clerk: 2020-2021

### **Education**

Creighton University School of Law  
Juris Doctor, 2022  
Dean's Academic Scholarship, Callie Award for Client Interviewing and Legal Counseling

University of Colorado, Boulder  
Bachelor of Arts and Sciences, 2015, Political Science

### **Bar Admission**

Colorado, February 2023  
Nebraska, September 2022

### **Professional Development**

Colorado Bar Association, Member  
Nebraska State Bar Association, Member

**John Chmil**  
[jchmil@lyonsgaddis.com](mailto:jchmil@lyonsgaddis.com)  
303-776-9900

July 19, 2023

VIA Email to  
Robert@pbhmd.com

Meridian Ranch Metropolitan District  
Attn: Robert Guevara, Board President  
11886 Stapleton Drive  
Peyton, CO 80831

Re: Engagement Letter

Dear Mr. Guevara and Board of Directors:

Thank you for the opportunity to serve as general legal counsel to the Meridian Ranch Metropolitan District (the "District"). We propose the following arrangements:

- 1. TERM.** This Agreement would become effective upon the District's approval and would remain in effect unless terminated by either party, with or without cause, upon 30 days' written notice to the other party.
- 2. SERVICES.** During the term of this Agreement, we would serve as general legal counsel to the District and advise it on all legal matters referred to us by its Board of Directors, its General Manager or other designated individuals regarding District affairs. We would not undertake representation of any new client whose interests conflicted with those of the District. In the event any conflict of interest arose between the District and a present client of the firm, such conflict would be promptly disclosed in writing to all parties and resolved in accordance with our professional code of ethics.
- 3. RESPONSIBLE ATTORNEY.** I would serve as the attorney primarily responsible for your legal needs, provided, however, that the services of any attorney of the firm may be utilized depending upon the nature of the specific legal services required or requested by the District. Additionally, we may discuss the District's primary areas of need and will assign primary attorney contacts for each one identified.
- 4. FEES.** Our attorney hourly rates will be at an hourly rate not to exceed \$297, with the exception of water law matters that will not exceed \$325, and our paralegal rate will not exceed the hourly rate of \$170 and our legal assistant rate will not exceed \$75. Hourly rates are adjusted based upon CPI on a calendar year basis upon written notice. In an effort to reduce cost of legal services to the District, we often assign routine document preparation to paralegals or legal assistants employed by the firm under my supervision. We are also often able to answer a question over the phone without any lengthy research due to our specialization and knowledge.

---

**LYONS GADDIS, PC**

515 Kimbark Street 2nd Floor PO Box 978 Longmont, CO 80502-0978

950 Spruce Street, Unit 1B Louisville, CO 80027

Longmont 303 776 9900 | Louisville 720 726 3670 | [www.lyonsgaddis.com](http://www.lyonsgaddis.com)

Meridian Ranch Metropolitan District  
Attn: Board of Directors  
July 19, 2023  
Page 2

**5. MISCELLANEOUS CHARGES.** In addition to the hourly rates set forth above, we would bill the District for out-of-pocket expenses incurred in connection with our representation of the District on an actual cost basis. Mileage fees will be charged at the then current IRS standard rate. Travel time is billed a full hourly rate in accordance with the hourly rates and mileage charges presented above.

**6. BILLING PROCEDURES.** We will present itemized, detailed statements to the District on or about the fifth day of each month reflecting services rendered and costs and expenses incurred on behalf of the District through the end of the immediately preceding month. The statements will show the person who performed the service, a description of the services performed, the amount of time devoted to those services (expressed in one-tenth of an hour increments) and the dollar amount or value of the services utilizing that person's hourly rate.

**7. DOCUMENT RETENTION.** When our work on a specific discrete matter ends (e.g., a construction project) we will provide to you, at your written request, any documents and data that you provided to us, or we otherwise obtained from you or others during the course of representation on that specific matter. It is your responsibility to secure the return of such documentation/data. We will make an effort to notify you at your billing address on file with the firm before we destroy any such documents/data obtained or provided to us during our representation of you. You agree that we have the right to retain copies of such documents/data.

We look forward to working with you and the District.

Sincerely,

  
\_\_\_\_\_  
John Chmil

The above terms and conditions of engagement are accepted.

**Meridian Ranch Metropolitan District**

By: \_\_\_\_\_  
Board President

Dated: \_\_\_\_\_

# RECORD OF PROCEEDINGS

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**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
MERIDIAN RANCH METROPOLITAN DISTRICT (MRMD)  
MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT (MRMD 2018 Subdistrict)**

**Held:** July 5, 2023, 5:30 p.m., at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831

**Attendance:** The following Directors were in attendance:

Robert Guevara, President  
Michael Paul, Vice President  
Ryan Flood, Treasurer  
Richard Wenzel, Secretary  
Wayne Reorda, Asst. Secretary

Also present were:

Jim Nikkel; Meridian Service Metro District  
Eileen Krauth; Meridian Service Metro District  
Ron Fano; Spencer Fane (via teleconference)  
Tom Kerby; Tech Builders  
Raul Guzman; Tech Builders  
Calley Wenzel; Resident  
Bill Gessner; Resident  
My-Chau Kierce; Resident  
Paul Simons; Resident  
Jay Adams; Resident  
Judlissa Adams; Resident  
Susan Sharpton; Resident

**Call to Order** A quorum of the Board was present, and the Directors confirmed their qualification to serve. The meeting was called to order at 5:30 p.m.

**Disclosure Matter** Mr. Fano noted that written disclosures of the interests of all Directors have been filed with the Secretary of State.

**Approve Agenda** The Board reviewed the Agenda. A motion was made to approve the agenda as presented. The motion was seconded and approved by unanimous vote of Directors present.

**Approve Minutes** The Board reviewed the June 7, 2023, Board Minutes. Director Wenzel requested a correction to the spelling of resident Calley Wenzel's name. A motion was made and seconded to approve the minutes as noted. The motion was approved by unanimous vote of Directors present.

# RECORD OF PROCEEDINGS

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- Visitor Comments** Resident Paul Simons expressed his appreciation for the evening meeting.
- Financial Items**
- Approval of Payment of Claims: Mr. Nikkel briefly reviewed the claims presented for approval at this meeting represented by check numbers:  
MRMD: 02441-02447 totaling \$20,371.58  
A motion was made and seconded to approve the MRMD payment of claims. The motion was approved by unanimous vote of Directors present.
- Consider MRMD Resolution 23-01 Extending Filing of 2022 Audit: Mr. Nikkel introduced the item and explained the auditor’s reasons for desiring to extend the filing deadline for the 2022 audit until September 30, 2023. A motion was made to approve the resolution as presented. The motion was seconded and approved by unanimous vote of Directors present.
- Conduct Public Hearing on Proposed MRMD 2018 Subdistrict 2022 Budget Amendment: Mr. Nikkel discussed the need for a budget amendment and answered several questions relating to the item. A motion was made to open a public hearing on the matter, and the motion was seconded and approved by unanimous vote of Directors present. Several residents provided feedback on the process relating to the proposed budget amendment. After public input was heard, a motion was made to close the public hearing, and the motion was seconded and approved by unanimous vote of Directors present.
- Consider MRMD Resolution 23-02 Proposed MRMD 2018 Subdistrict 2022 Budget Amendment: A motion was made to approve the resolution as presented. The motion was seconded and approved by unanimous vote of Directors present.
- Developer Items**
- Mr. Guzman provided a verbal report to the Board on the status of Meridian Ranch development activities.
- Continued record-setting rainy weather has slowed progress on Rolling Hills Ranch III, The Estates, Rolling Hills Ranch II, and The Sanctuary. Construction crews are moving forward as they are able.
  - Director Paul asked a question relating to the process of filing and resolving a DRC-related complaint. Mr. Guzman and Mr. Gessner provided some feedback.
- Director Items**
- Discussion relating to starting meetings with the Pledge of Allegiance. After discussion, a motion was made and seconded to begin MRMD meetings with the Pledge of Allegiance. The motion was approved by unanimous vote of Directors present. MSMD staff will procure a flag for the Board’s use.

## RECORD OF PROCEEDINGS

---

Discussion relating to ending meetings with a motion to adjourn. After discussion, a motion was made and seconded to end meetings with a motion to adjourn. The motion was approved by unanimous vote of Directors present.

Discussion relating to including a public discussion relating to the roles of the different metro districts and the DRCs. The discussion will be placed on the August meeting agenda.

Discussion relating to moving the 2023 budget workshop from November to a meeting earlier in the year. Mr. Nikkel explained the existing budget schedule, which is based on statutory deadlines and the interaction between the MSMD and MRMD budgets. No action was taken.

### Legal Items

A motion was made, seconded and approved by unanimous vote of directors present to open an executive session pursuant to C.R.S. 24-6-402(4)(b) to confer with attorney for the district for the purpose of receiving legal advice regarding conflicts of interest.

A motion was made, seconded and approved by unanimous vote of directors present to close the executive session.

Out of executive session, a motion was made, seconded and approved to seek new legal council for MRMD.

### Adjournment

There being no further business to come before the Board, the President adjourned the meeting at 6:40 p.m.

The next regular meeting of the Board is scheduled for August 2, 2023 at 5:30 p.m. at the Meridian Ranch Recreation Center, 10301 Angeles Road, Peyton, Colorado 80831.

Respectfully submitted,

---

Secretary for the Meeting

**MERIDIAN RANCH METROPOLITAN DISTRICT  
CASH POSITION  
Year to Date (YTD) as of June 30, 2023  
ADJUSTED AS OF JULY 27, 2023**

Account Activity Item Description	CHECKING Wells Fargo	INVESTMENTS					TOTAL ALL ACCOUNTS
		ColoTrust		BOK Financial Revenue Fund	PNC Reserve	Key Bank IntraFi	
		Plus+	Edge				
<b>Beginning balance per bank</b>	\$ 38,947	\$ 191,399	\$ 856,214	\$ 39,599	\$ 962	\$ 4,616,592	\$ 5,743,713
YTD credits - deposits, wires and transfers	892,430	2,161,668	21,383	2,376,739	(962)	29,322	5,480,580
YTD debits - vouchers, wires and transfers	(655,029)	(2,060,383)	(1,739)	(1,327,307)	-	(4,645,914)	(8,690,372)
<b>Bank balance at end of period</b>	<b>276,348</b>	<b>292,684</b>	<b>875,858</b>	<b>1,089,031</b>	<b>-</b>	<b>-</b>	<b>2,533,921</b>
Less: outstanding checks	-	-	-	-	-	-	-
Plus: due from Subdistrict	-	-	-	-	-	-	-
<b>Adjusted balance at end of period</b>	<b>276,348</b>	<b>292,684</b>	<b>875,858</b>	<b>1,089,031</b>	<b>-</b>	<b>-</b>	<b>2,533,921</b>
Less amount restricted for debt	-	(263,303)	-	(1,089,031)	-	-	(1,352,334)
<b>Unrestricted balance at end of period</b>	<b>276,348</b>	<b>29,381</b>	<b>875,858</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,181,587</b>
<b>Current activity:</b>							
Current payables	(42,634)	-	-	-	-	-	(42,634)
Due from Subdistrict	-	-	-	-	-	-	-
Due to MSMD - IGA	-	-	-	-	-	-	-
Deposit - taxes	209,908	992,220	-	-	-	-	1,202,128
Payments	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Taxes transferred	-	-	-	-	-	-	-
Less amount restricted for debt	-	(992,220)	-	-	-	-	(992,220)
<b>Adjusted current unrestricted balance</b>	<b>\$ 443,622</b>	<b>\$ 29,381</b>	<b>\$ 875,858</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,348,861</b>

**MERIDIAN RANCH METROPOLITAN DISTRICT**  
**Balance Sheet - Governmental Funds**  
**As of June 30, 2023**  
**Unaudited**

	<u>General Fund</u>	<u>Debt Fund</u>	<u>Conservation Trust Fund</u>	<u>Total</u>
<b><u>Assets</u></b>				
Cash - Wells Fargo	\$ 276,348	\$ -	\$ -	\$ 276,348
Cash - ColoTrust	29,381	263,303	-	292,684
Cash - ColoTrust - Edge	875,858	-	-	875,858
Cash - BOK Financial	-	1,089,031	-	1,089,031
Property taxes receivable	209,908	992,220	-	1,202,128
Due from Subdistrict	23,167	-	-	23,167
<b>Total assets</b>	<b><u>\$ 1,414,662</u></b>	<b><u>\$ 2,344,554</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 3,759,216</u></b>
<b><u>Liabilities</u></b>				
Accounts payable	\$ 42,634	\$ -	\$ -	\$ 42,634
Total liabilities	<u>42,634</u>	<u>-</u>	<u>-</u>	<u>42,634</u>
<b><u>Fund balance</u></b>				
Fund balance	1,018,171	4,743,908	-	5,762,079
Current year net change	353,857	(2,399,354)	-	(2,045,497)
Total fund balance	<u>1,372,028</u>	<u>2,344,554</u>	<u>-</u>	<u>3,716,582</u>
<b>Total liabilities and fund balance</b>	<b><u>\$ 1,414,662</u></b>	<b><u>\$ 2,344,554</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 3,759,216</u></b>



**MERIDIAN RANCH METROPOLITAN DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET VS ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
For the Current Quarter and Six Months Ended June 30, 2023  
Unaudited**

	<b>Current Quarter Activity</b>	<b>YTD Actual</b>	<b>2023 Adopted Budget</b>	<b>Variance Over (Under)</b>	<b>Percent of Budget (YTD 50%)</b>
<b>REVENUES</b>					
Property taxes	\$ 296,647	\$ 560,772	\$ 567,772	\$ 7,000	99%
Specific ownership taxes	14,845	28,676	48,854	20,178	59%
Investment Income	15,466	32,711	5,000	(27,711)	654%
<b>Total revenues</b>	<b>326,958</b>	<b>622,159</b>	<b>621,626</b>	<b>(533)</b>	<b>812%</b>
<b>EXPENDITURES</b>					
Audit	20,095	20,135	13,000	(7,135)	155%
County treasurer fees	4,451	8,413	8,517	104	99%
Director fees	1,247	2,400	12,000	9,600	20%
District management and accounting	3,693	13,392	30,000	16,608	45%
Dues and membership	-	639	1,500	861	43%
Election	41,596	42,277	45,000	2,723	94%
Insurance	900	5,575	5,000	(575)	112%
Legal	(64)	-	5,000	5,000	0%
Miscellaneous	116	287	1,000	713	29%
Payroll taxes	46	184	918	734	20%
Transfer to Meridian Service	-	175,000	350,000	175,000	50%
3% TABOR reserve	-	-	14,200	14,200	0%
<b>Total expenditures</b>	<b>72,080</b>	<b>268,302</b>	<b>486,135</b>	<b>217,833</b>	<b>55%</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 254,878</b>	<b>353,857</b>	<b>\$ 135,491</b>	<b>\$ (218,366)</b>	
<b>BEGINNING FUND BALANCE</b>		<b>1,018,171</b>			
<b>ENDING FUND BALANCE</b>		<b>\$ 1,372,028</b>			

**MERIDIAN RANCH METROPOLITAN DISTRICT  
DEBT SERVICE FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET VS ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS  
For the Current Quarter and Six Months Ended June 30, 2023  
Unaudited**

	<b>Current Quarter Activity</b>	<b>YTD Actual</b>	<b>2023 Adopted Budget</b>	<b>Variance Over (Under)</b>	<b>Percent of Budget (YTD 50%)</b>
<b>REVENUES</b>					
Property taxes	\$ 1,402,222	\$ 2,650,720	\$ 2,683,809	\$ 33,089	99%
Specific ownership taxes	73,500	135,547	230,926	95,379	59%
Facilities fees transferred from MSMD	641,000	784,500	1,000,000	215,500	78%
Interest Income	14,040	43,032	15,000	(28,032)	287%
<b>Total revenues</b>	<b><u>2,130,762</u></b>	<b><u>3,613,799</u></b>	<b><u>3,929,735</u></b>	<b><u>315,936</u></b>	<b><u>92%</u></b>
<b>EXPENDITURES</b>					
County treasurer fees	21,038	39,765	40,257	492	99%
Gen obligation refunding 2022 - Interest	1,326,606	1,326,606	2,756,481	1,429,875	48%
Gen obligation refunding 2022 - Principal	-	-	235,000	235,000	0%
Paying agent and bank fees	167	167	1,000	833	17%
Transfer to Meridian Service	145,603	4,645,603	4,500,000	(145,603)	103%
Miscellaneous	673	1,012	1,000	(12)	101%
<b>Total expenditures</b>	<b><u>1,494,087</u></b>	<b><u>6,013,153</u></b>	<b><u>7,533,738</u></b>	<b><u>1,520,585</u></b>	<b><u>80%</u></b>
<b>NET CHANGE IN FUND BALANCE</b>	<b><u>\$ 636,675</u></b>	<b>(2,399,354)</b>	<b><u>\$ (3,604,003)</u></b>		
<b>BEGINNING FUND BALANCE</b>		<b><u>4,743,908</u></b>			
<b>ENDING FUND BALANCE</b>		<b><u>\$ 2,344,554</u></b>			

**MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT**  
**A Component Unit of Meridian Ranch Metropolitan District**  
**CASH POSITION RECONCILED TO GENERAL LEDGER**  
Year to Date (YTD) as of June 30, 2023  
Adjusted as of July 28, 2023

Account Activity Item Description	INVESTMENTS					TOTAL ALL ACCOUNTS
	ColoTrust Plus	BOK Financial			Projects	
		Bond	COI	Reserve		
<b>Beginning balance per bank</b>	\$ 225,533	\$ 2,772,925	\$ 46,752	\$ 2,087,500	\$ 15,077,198	\$ 20,209,908
YTD credits - Total deposits, wires and transfers	333,737	356,047	319	45,339	327,464	1,062,906
YTD debits - Total vouchers, wires and transfers	(294,927)	(619,066)	(41,752)	(2,121)	(15,317)	(973,183)
<b>Bank balance at end of period</b>	<b>264,343</b>	<b>2,509,906</b>	<b>5,319</b>	<b>2,130,718</b>	<b>15,389,345</b>	<b>20,299,631</b>
<b>Adjusted balance at end of period</b>	<b>264,343</b>	<b>2,509,906</b>	<b>5,319</b>	<b>2,130,718</b>	<b>15,389,345</b>	<b>20,299,631</b>
<b>Current period activity</b>						
Net taxes received	-	136,825	-	-	-	136,825
Less amount allocated for capital projects	-	-	-	-	(15,389,345)	(15,389,345)
Less amount restricted for debt	-	(2,646,731)	(5,319)	(2,130,718)	-	(4,782,768)
Less amount due to Meridian Ranch	(33,167)	-	-	-	-	(33,167)
<b>Unrestricted balance at end of period</b>	<b>\$ 231,176</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 231,176</b>

**MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT**  
**A Component Unit of Meridian Ranch Metropolitan District**  
**Balance Sheet - Governmental Funds**  
**As of June 30, 2023**  
**Unaudited**

	<b>General Fund</b>	<b>Debt Service and Improvements Fund</b>	<b>Total</b>
<b><u>Assets</u></b>			
Cash - ColoTrust Plus	\$ 264,343	\$ -	\$ 264,343
Cash - BOK Bond	-	2,509,906	2,509,906
Cash - BOK Project	-	15,389,345	15,389,345
Cash - BOK Reserves	-	2,130,718	2,130,718
Cash - BOK Costs of issuance	-	5,319	5,319
Property taxes receivable	-	136,825	136,825
Prepaid - Meridian Ranch	-	10,000	10,000
<b>Total assets</b>	<b><u>\$ 264,343</u></b>	<b><u>\$ 20,182,113</u></b>	<b><u>\$ 20,446,456</u></b>
<b><u>Liabilities</u></b>			
Due to Meridian Ranch MD	\$ 33,167	\$ -	\$ 33,167
Total liabilities	<u>33,167</u>	<u>-</u>	<u>33,167</u>
<b><u>Fund balance</u></b>			
Fund balance	223,196	19,952,623	20,175,819
Current year net change	7,980	229,490	237,470
Total fund balance	<u>231,176</u>	<u>20,182,113</u>	<u>20,413,289</u>
<b>Total liabilities and fund balance</b>	<b><u>\$ 264,343</u></b>	<b><u>\$ 20,182,113</u></b>	<b><u>\$ 20,446,456</u></b>

**MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT**  
**A Component Unit of Meridian Ranch Metropolitan District**  
**GENERAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET VS ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**For the Current Quarter and Six Months Ended June 30, 2023**  
**Unaudited**

	<b>Current Quarter Activity</b>	<b>YTD Actual</b>	<b>2023 Adopted Budget</b>	<b>Variance Over (Under)</b>	<b>Percent of Budget (YTD 50%)</b>
<b>REVENUES</b>					
Meridian Ranch MD - IGA	\$ -	\$ 30,000	\$ 30,000	\$ -	100%
Interest	4,303	7,569	500	7,069	1514%
<b>Total revenues</b>	<b>4,303</b>	<b>37,569</b>	<b>30,500</b>	<b>7,069</b>	<b>123%</b>
<b>EXPENDITURES</b>					
Accounting and management	5,932	8,263	5,000	3,263	165%
Audit	19,321	19,361	10,000	9,361	194%
Election	1,715	1,815	12,000	(10,185)	15%
Insurance	-	150	-	150	-
Legal	-	-	1,000	(1,000)	0%
Miscellaneous	-	-	500	(500)	0%
3% TABOR reserve	-	-	860	(860)	0%
<b>Total general expenditures</b>	<b>26,968</b>	<b>29,589</b>	<b>29,360</b>	<b>229</b>	<b>101%</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ (22,665)</b>	<b>7,980</b>	<b>\$ 1,140</b>	<b>\$ 6,840</b>	
<b>BEGINNING FUND BALANCE</b>		<b>223,196</b>			
<b>ENDING FUND BALANCE</b>		<b>\$ 231,176</b>			

**MERIDIAN RANCH METROPOLITAN DISTRICT 2018 SUBDISTRICT**  
**A Component Unit of Meridian Ranch Metropolitan District**  
**DEBT SERVICE AND IMPROVEMENTS FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**BUDGET VS ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS**  
**For the Current Quarter and Six Months Ended June 30, 2023**  
**Unaudited**

	<u>Current Quarter Activity</u>	<u>YTD Actual</u>	<u>2023 Adopted Budget</u>	<u>Variance Over (Under)</u>	<u>Percent of Budget (YTD 50%)</u>
<b>REVENUES</b>					
Property taxes	\$ 233,756	\$ 416,621	\$ 422,040	\$ 5,419	99%
Specific ownership taxes	14,437	21,315	14,868	(6,447)	143%
Interest	391,428	434,308	-	(434,308)	-
<b>Total revenues</b>	<b><u>639,621</u></b>	<b><u>872,244</u></b>	<b><u>436,908</u></b>	<b><u>(435,336)</u></b>	<b><u>200%</u></b>
<b>EXPENDITURES</b>					
GO Bonds Series 2022 - interest	616,206	616,206	1,309,437	693,231	47%
County treasurer fees	3,507	6,250	6,331	81	99%
Paying agent fees	18,863	20,298	-	(20,298)	-
Transfer to MSMD	-	-	1,900,000	1,900,000	0%
<b>Total expenditures</b>	<b><u>638,576</u></b>	<b><u>642,754</u></b>	<b><u>3,215,768</u></b>	<b><u>2,573,014</u></b>	<b><u>20%</u></b>
<b>NET CHANGE IN FUND BALANCE</b>	<b><u>\$ 1,045</u></b>	<b>229,490</b>	<b><u>\$ (2,778,860)</u></b>		
<b>BEGINNING FUND BALANCE</b>		<b><u>19,952,623</u></b>			
<b>ENDING FUND BALANCE</b>		<b><u>\$ 20,182,113</u></b>			

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	8/2/2023
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Date

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
02448	CRS	CRS of Colorado	8/2/2023	WF CHECKING	PMCHK00000303	\$11,051.50
02449	HAYNIE	Haynie & Company	8/2/2023	WF CHECKING	PMCHK00000303	\$10,500.00
02450	MICHAEL PAUL	Michael Paul	8/2/2023	WF CHECKING	PMCHK00000303	\$92.35
02451	RICHARD WENZEL	Richard Wenzel	8/2/2023	WF CHECKING	PMCHK00000303	\$92.35
02452	GUEVARA ROBERT	Robert Guevara	8/2/2023	WF CHECKING	PMCHK00000303	\$92.35
02453	RYAN FLOOD	Ryan Flood	8/2/2023	WF CHECKING	PMCHK00000303	\$92.35
02454	REORDA	Wayne Reorda	8/2/2023	WF CHECKING	PMCHK00000303	\$92.35
Total Checks: 7						Total Amount of Checks: \$22,013.25

## **What is a Metropolitan District?**

It is a local unit of government located within the boundaries of a City or County created to fund and sometimes operate public infrastructure for new development with debt repaid by taxes and/or fees levied only within the new district's boundaries without burdening the existing taxpayers of that City or County. Public infrastructure can include streets, water, sewer, storm drainage, parks, recreation facilities and other similar improvements.

Metropolitan districts can lower home prices by providing access to low-cost, tax-exempt capital early in the development cycle for the construction and installation of public infrastructure. Without this, the cost of the public infrastructure would have to be built into the sale price of homes. This allows for the creation of more housing, which ultimately creates lower costs in the housing market.

Metropolitan districts ensure that growth pays its own way. They allow new growth to pay for public infrastructure rather than imposing those costs on all residents of a municipality or county.

Metropolitan districts are heavily regulated by State statute and by the municipalities and counties that authorize them. These measures ensure that protections for homeowners are in place upon formation of a new district. Following the bankruptcy of several metropolitan districts in the 1980s, the State Legislature enacted numerous measures to provide additional protections for homeowners and investors.

Residential property taxes in Colorado are well below the national average at 0.53% on average ([taxfoundation.org](http://taxfoundation.org)). Properties within metropolitan districts generally pay the same property taxes as the average American.

Here at Meridian Service Metropolitan District, we are charged with providing clean, safe drinking water, treatment and disposal of wastewater (sewage), maintenance of our parks, open space, and recreation center, as well as conveyance of storm water through the open spaces. Such services are provided to the Meridian Community through and intergovernmental agreement between Meridian Service and Meridian Ranch Metropolitan District.

As a Metropolitan District, we are not responsible for law enforcement or the roadways (El Paso County), trash pickup (private), phone, electricity, or natural gas.



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Meridian Ranch Metropolitan District is what is commonly called a financing District. The Ranch District does not provide any services but was established to issue the debt to finance the improvements that serve the community. The debt is then paid off over time by the sale of water and sewer taps, and property taxes. Meridian Ranch Metropolitan District has arranged for the provision of all necessary services through an intergovernmental agreement with Meridian Service Metropolitan District.

As a Metropolitan District, we are not responsible for law enforcement or the roadways (El Paso County), trash pickup (private), phone, electricity, or natural gas.