

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Tuesday, September 3, 2024

TIME: 6:00 p.m.

PLACE: Lowell Ranch and MS Teams
2330 S. I-25, East Frontage Road
Castle Rock, CO 80104

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Russell Grant	President	May, 2025
Steve Vrabel	Vice President	May, 2025
Jay Smith	Secretary	May, 2027
Jeanne Dassel	Treasurer	May, 2025
John Booth	Assistant Secretary/Treasurer	May, 2025

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notice.
- D. Community Comments.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

II. APM MONTHLY REPORT – John McKillip, Jr.

III. MANAGER’S REPORT

- A. Review and Consider Approval of the Minutes of August 6, 2024 Regular Meeting (enclosure).
- B. Ratify Approval of Website Accessibility Statement and CliftonLarsonAllen LLP as Compliance Coordinator (enclosure).

IV. FINANCIAL MATTERS

- A. Review and Consider acceptance of the Bill.com claims report for August 2024 Totaling \$179,466.96 including water fund costs (enclosure).
- B. Review and Accept Cash Position Schedule as of August 27, 2024 (enclosure).

V. DIRECTOR DISCUSSION – ACTION

- A. Update on Storm Drainage Issues Regarding Stevens Ranch – Director Smith
- B. Update on Ongoing Fire Mitigation Strategy and Plans – Director Booth
- C. Update on Castle Rock Water Projects – Director Grant
- D. Update on BMR-TCR Water Main Connector - Director Grant
- E. Update on Easement for Loop Road Encroachment on Private Property – Director Grant
- F. Update on Agreement with BMR Equestrian Center – Director Dassel
- G. Update on Equestrian Trail Repair/Maintenance Issues – Mr. Bills
- H. Update on Pavement Repair Issues – Director Grant
- I. Other Director Matters

VI. ATTORNEY MATTERS

- A. Review and Consider Approval of Ireland Stapleton Pryor & Pascoe, PC engagement letter for legal services (enclosure).
- B. Executive Session Pursuant to Section 24-6-402(4)(b) and (e) C.R.S.. to obtain legal advice and develop negotiating strategies with respect to the BMR Equestrian Center proposed agreement, if necessary.

VII. OTHER BUSINESS

- A. Confirm Quorum for October 1, 2024 Regular Board Meeting.

VIII. ADJOURNMENT

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN DISTRICT
(THE “DISTRICT”)
HELD
AUGUST 6, 2024

A Regular Meeting of the Board of Directors (“Board”) of the Consolidated Bell Mountain Ranch Metropolitan District (referred to hereafter as “the District”) was convened on Tuesday, August 6, 2024, at 6:00 p.m., at Lowell Ranch, 2330 S. I-25, East Frontage Road, Castle Rock, Colorado 80104 and via MS Teams. The meeting was open to the public.

ATTENDANCE

Directors in attendance were:

- Russell Grant, President
- Jay Smith, Secretary
- John Booth, Assistant Secretary/Treasurer

Steve Vrabel, Vice President and Jeanne Dassel, Treasurer were absent and excused.

Also, In Attendance Were:

- Nic Carlson and Korben Heim; CliftonLarsonAllen LLP (“CLA”)
- Timothy Flynn; Ireland Stapleton Pryor & Pascoe, Pc
- M/M Decker; 529 Summer Mist
- Jack & Bev Shiker; 4424 Mariposa Road
- Molly Rowells; 1253 Rosewind Circle
- Ann Molner; 4219 Serenade Road
- Fred Rath; 3530 Winterhawk Road
- Larry Lomison; 501 Chandelle Road
- Al Quist; 908 Glade Gulch Road
- Calvin Bills; 180 Starburst Circle

I. ADMINISTRATIVE MATTERS

Call to Order and Agenda:

The meeting was called to order at 6:06 p.m. by Director Grant. The Board reviewed the Agenda for the meeting. Following discussion, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the Agenda, as presented.

Disclosures of Potential Conflicts of Interest:

The Board acknowledged the requirements of Colorado law to disclose any potential conflicts of interest to the Board of Directors and to the Secretary of State. No conflict disclosures are necessary.

Quorum, Location of Meeting Posting of Meeting Notice:

Director Grant confirmed the presence of a quorum.

It was noted that notice of the meeting time, date and location were duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

Upon a motion duly made by Director Grant, seconded by Director Booth and, upon vote, unanimously carried, the Board excused the absences of Directors Vrabel and Dassel.

Public Comment:

The Board heard public comment from Fred Rath, who raised concerns about the drainage ditch repairs, fireworks being set off at the Community Park, response time from Sheriff's office, and the APM materials being staged at the loop road adjacent to the Community Park. He asked how it is decided to fix hillsides and asked why there is no engineer for larger drainage projects and long-term solution. Director Grant commented that the current goal is to restore the drainage ditches to their originally designed configuration. Some of the first repairs done on Winterhawk Circle were washed out by a subsequent downpour before vegetation could take hold. The repairs that followed provided additional riprap, which has so far has proved to be working well. He noted at this time no engineer is involved in most repairs; however, that it could be considered for long-term planning. Director Smith later reported that a civil engineer that specializes in storm drainage has already been asked to provide a proposal to analyze drainage issues on the Stevens Ranch parcel and to provide recommendations for improving the storm drainage system there to prevent excessive soil erosion washing onto Riva Rose Circle. The engineer hired could also be used to review and comment on the drainage ditch repairs already done on Winterhawk Circle.

II. APM MONTHLY REPORT – Director Grant

John McKillip was on vacation and not available to attend the meeting. Director Grant commented that APM has been working continuously over the past month repairing drainage ditches and that there is a substantial amount of repair work yet to be done.

III. MANAGER'S REPORT

Minutes of July 11, 2024 Special Meeting:

Upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the Minutes of the July 11, 2024 Special Meeting, as presented.

IV. FINANCIAL MATTERS

July 2024 Claims totaling \$89,882.40 including Water Fund and Capital Fund costs:

Following review, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the July 2024 Claims/Annual Check Register Report totaling \$89,882.40 including Water Fund and Capital Fund costs, as presented.

June 30, 2024 Unaudited Financial Statements:

Director Grant reviewed the June 30, 2024 Unaudited Financial Statements with the Board. Following review, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board accepted the June 30, 2024 Unaudited Financial Statements, as presented.

Cash Position Schedule as of August 6, 2024:

Director Grant reviewed the Cash Position Schedule with the Board. Following review, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board accepted the Cash Position Schedule as of August 6, 2024, as presented.

V. DIRECTOR DISCUSSION - ACTION

Update on Storm Drainage Issues Regarding Stevens Ranch – Director Smith:

Director Smith informed the Board that M&S Civil Consultants has been contacted and invited to make a site visit to BMR. The scope of work provided to the consultant will include inspecting the storm drainage systems for Tract S (County owned), for Tracts B and C (Metro District owned) and the Riva Rose drainage system. The consultant is to evaluate the adequacy of the existing storm drainage systems and make recommendations for improvements. As-built drawings will be provided to the consultant, who will provide a cost proposal to the Metro District following the on-site inspection at BMR. Director Smith noted that the scope of work could be expanded to include the entire Stevens Ranch parcel and not just the drainage affecting Riva Rose Circle.

Director Smith stated that Douglas County Public Works has rejected the Metro District's

claim for damages to the BMR drainage system; however, the Metro District can still appeal the County's ruling to the Board of County Commissioners. Director Dassel has asked that Director Smith take the lead in preparing the appeal due to her availability for working on Metro District matters.

Director Smith reported that ditch repairs and gutter installations are ongoing at multiple locations on BMR. Most ditch repairs have held up well; however, the initial repairs made on Winterhawk Circle were washed out by a subsequent downpour and needed to be redone using more substantial riprap.

Update on Continuing Maintenance of Fire Mitigation Project Area – Director Booth:

Director Booth provided an update to the Board. Mr. Bills stated he recently has been in the area and provided an update on the strong grass growth since reseeding. The Board discussed concerns regarding how to treat the regrowth of the gamble oak.

Update Mihok Fire Mitigation Initiative – Director Booth:

Director Booth reported that he has not had time to review or speak with Mr. Mihok because the plans submitted were only received a couple hours prior to the Metro District meeting. The Board agreed that each homeowner would have to submit a separate plan rather than Mr. Mihok submitting one collective plan so that we have properly recorded approvals by address / property. The Board also agreed that a site visit to better understand the neighbors' intentions would be in order prior to our next meeting. Director Booth will coordinate this with Mr. Mihok.

Update on BMR-TCR Water Main Connector – Director Grant:

Director Grant stated the only remaining item is replacement of the private driveway that connects the Cactus Rose cul-de-sac to the water storage tank access road. There has been no progress in the past month.

Status of Easement for Loop Road Encroachment on Private Property – Director Grant:

Director Grant reported that the Easement Deed has been executed, but still needs to be recorded with the Douglas County Clerk. The next step is to install a split rail to mark the easement boundary.

Update on Agreement with BMR Equestrian Center – Director Dassel:

Director Dassel was not available to provide a report, but Attorney Flynn noted he has received a draft revised agreement and is in the process of reviewing it.

Trail Maintenance Issues – Mr. Bills:

Mr. Bills reported that new trail blade signs have been installed on 5 trails. He also noted that some “private property” signs still need to be installed along the Ed Young trail, which should be installed by APM, not by private homeowners. Mr. Bills further stated that he and John McKillip had inspected most trails, noting the locations that require repair and maintenance. As an aside, Mr. Rath mentioned that occasionally, there are horse trailers parked on the loop road at the Community Park and that people access the BMR horse trails from that location.

Road Repair/Maintenance Work – Director Grant:

Director Grant reported on upcoming road repair and maintenance items scheduled for accomplishment in August, namely:

1. Ferguson & Sons.
 - a. Remove and replace a 30’ long section of pavement at 1527 Glade Gulch Rd
 - b. Cut/patch failed pavement on Winterhawk Circle
 - c. Cut/patch failed pavement on Bell Mtn Dr (valve cover, 3806 & 3941)
 - d. Infills at intersections (Tallyrand Cir, Mariposa Rd, Young Cir)
 - e. Cut/patch failed pavement on Young Cir (3 locations near 322)
 - f. Crack seal pavements (Community Park pkg lot, Glade Gulch Rd, Rusty Dawn Cir, Riva Rose Cir, Mariposa Rd, Wintergate Cir)
2. A-1 Chipseal Co.

Chip seal pavements

 - a. Glade Gulch Rd (Nightwind Cir to Medallion Rd, base contract \$93,208.25)
 - b. Young Circle (Starburst Circle to end of cul-de-sac, change order #1, \$13,293)

Following discussion, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board ratified the A-1 Chipseal Co contract totaling \$106,501.25.

Other Director Matters:

Director Booth reviewed requests for 4605 High Spring and 1308 Glade Gulch regarding fire mitigation plans. Following discussion, upon a motion duly made by Director Booth, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the requests for 4605 High Spring and 1308 Glade Gulch.

VI. ATTORNEY MATTERS

Executive Session Pursuant to Section 24-6-402(4)(b) and (e) C.R.S. to obtain legal advice and develop negotiating strategies with respect to the BMR Equestrian Center proposed agreement:

An Executive Session was not convened.

VII. OTHER BUSINESS

Confirm Quorum for September 3, 2024 Regular Board Meeting:

The Board indicated a quorum is anticipated for the September 3, 2024 Regular Board Meeting.

VIII. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting 7:34 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting

CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN DISTRICT TECHNOLOGY STATEMENT

Consolidated Bell Mountain Metropolitan District (the “District”) is committed to providing equitable to our services, programs, and activities to all members of the public. The District’s ongoing accessibility efforts work toward being compliant with the Web Content Accessibility Guidelines (WCAG) version 2.1, level AA criteria. The District welcomes comments on how to improve its technology’s accessibility for users with disabilities as well as requests for reasonable modifications and/or accommodation to any District services, programs, and/or activities.

Please let us know if you encounter inaccessible information and communication technology. The District is committed to responding to requests for reasonable modifications and/or accommodation as well as reports of accessibility issues in a timely manner.

For reports of inaccessible information and communication technology or to request reasonable modifications or accommodations to District information and communication technology, please contact the District at:

Phone: 303-779-5710

E-mail: sdaccessibility@clacconnect.com

FOOTNOTES TO BE REMOVED PRIOR TO POSTING

¹ The point of contact must be "personnel knowledgeable about the accessibility of the ICT."

² The phone number must have TTY. TTY is teletypewriter, which is used by individuals who are deaf, hard of hearing, or have speech impediments. If the number is connected to a cellphone, this feature can be activated in the cellphone's system settings.

General \$159,473.96

Account	PO/Cont	Check #	Invoice	Date	Date Paid	Description	Amount
10-000-06300	0	5896	L241526339	08/09/2024	08/27/2024	07 District Mgmt	3,499.65
**** TOTAL **** Clifton Larson Allen, LLP							3,499.65
10-000-07900	0	5897	2018-0068A	08/14/2024	08/27/2024	07 Engineering	600.00
**** TOTAL **** David E. Archer & Associates							600.00
10-000-06570	0	5898	41199	08/19/2024	08/27/2024	08 Landscape Maint	5,982.86
10-000-06570	0	5898	41200	08/20/2024	08/27/2024	08 Bathrooms	390.00
10-000-06551	0	5898	41201	08/19/2024	08/27/2024	07-08 Monthly inspect	977.50
10-000-06555	0	5898	41202	08/19/2024	08/27/2024	08 Ditch Repair (620 Summ	5,260.00
10-000-06555	0	5898	41203	08/19/2024	08/27/2024	08 Ditch Repair (4222 Ser	5,120.00
10-000-06596	0	5898	41204	08/19/2024	08/27/2024	07 & 08 Trail Maintenance	13,610.00
10-000-06570	0	5898	41205	08/19/2024	08/27/2024	08/14 Irrigation repairs	254.00
10-000-06550	0	5898	41206	08/19/2024	08/27/2024	07-08 Monthly inspect	55,361.54
**** TOTAL **** Advanced Property Maintenance							86,955.90
10-000-06550	0	5899	091616	08/15/2024	08/27/2024	07 Asphalt Patching	27,092.00
10-000-06550	0	5899	09162	07/30/2024	08/27/2024	07 Asphalt Patching	23,590.00
**** TOTAL **** Ferguson & Sons Paving							50,682.00
10-000-06100	0	5900	38701	07/31/2024	08/27/2024	07 Accounting	1,902.00
10-000-06110	0	5900	38701	07/31/2024	08/27/2024	2023 Audit	178.00
**** TOTAL **** Simmons & Wheeler							2,080.00
10-000-06573	0	5901	13242	08/19/2024	08/27/2024	07 Weed Control	7,560.00
**** TOTAL **** Weed Wranglers, Inc.							7,560.00
20-000-08065	0	5902	2104	08/02/2024	08/27/2024	07 Trench repairs/Concret	18,832.00
**** TOTAL **** J&D Concrete, Inc							18,832.00
10-000-06596	0	5903	507282	07/01/2024	08/27/2024	100 ea. Fence posts/trail	599.00
**** TOTAL **** Russell Grant							599.00
40-000-06450	0	5904	6611	08/09/2024	08/27/2024	07 Legal (Water)	1,161.00
10-000-06450	0	5904	6611	08/09/2024	08/27/2024	07 Legal	3,801.00
**** TOTAL **** Collins Cole Flynn Winn & Ulmer, PL							4,962.00
10-000-06576	0	5905	08 06 24 C	08/06/2024	08/27/2024	07 Water (Common Area)	521.47
10-000-06576	0	5905	08 06 24 P	08/06/2024	08/27/2024	07 Water (Park)	1,686.70
**** TOTAL **** Castle Rock Water							2,208.17
10-000-06596	0	5906	SMT-713646	05/03/2024	08/27/2024	Equestrian signs	1,488.24
**** TOTAL **** Smart Sign							1,488.24
*** GRAND TOTAL ***							179,466.96

Consolidated Bell Mountain Ranch Metro District
Cash Position Schedule
As of August 27, 2024

		Per 8/27/2024	Per 6/30/2024 Financials
Cash in Checking- First Bank	6/30/2024 Balance - 06/30 Financial Statements	24,007.09	24,007.09
	7/5/2024 Core Electric paid	(62.39)	
	7/12/2024 CTF Q2 received	1,284.58	
	7/24/2024 Checks 5889-5895 released	(89,882.40)	
	7/24/2024 Transfer from Water Fund	214.50	
	7/24/2024 Transfer from Capital Fund	7,240.00	
	7/24/2024 Transfer from General Fund	75,000.00	
	7/31/2024 Bank Fee	(32.00)	
	8/26/2024 Transfer from Water Fund	1,161.00	
	8/26/2024 Transfer from Capital Fund	18,832.00	
	8/26/2024 Transfer from General Fund	160,000.00	
	8/26/2024 Checks 5896-5906 released	(179,466.96)	
	Balance	18,295.42	18,295.42
Cash- Petty Cash Drawer	8/27/2024 Balance	1,000.00	1,000.00
Cash - Colotrust	6/30/2024 Balance - 06/30 Financial Statements	248,138.67	248,138.67
	7/10/2024 Douglas County Taxes	427,130.84	
	7/11/2024 Transfer June taxes to PNC	(205,000.00)	
	7/24/2024 Transfer to Checking	(75,000.00)	
	7/31/2024 Interest	1,839.04	
	8/10/2024 Douglas County Taxes	25,779.22	
	8/23/2024 Transfer July taxes to PNC	(8,200.00)	
	8/26/2024 Transfer to Checking	(160,000.00)	
	8/27/2024 Balance	254,687.77	254,687.77
Cash - Colotrust - Capital Reserve	6/30/2024 Balance - 06/30 Financial Statements	326,839.79	326,839.79
	7/24/2024 Transfer to checking	(7,240.00)	
	7/31/2024 Interest	1,495.59	
	8/26/2024 Transfer to checking	(18,832.00)	
	8/27/2024 Balance	302,263.38	302,263.38
Cash - Colotrust CBMR - Water Fund	6/30/2024 Balance - 06/30 Financial Statements	731,837.12	737,188.57
	7/24/2024 Transfer to checking	(214.50)	
	7/31/2024 Interest	3,392.43	
	8/26/2024 Transfer to checking	(1,161.00)	
	8/27/2024 Balance	733,854.05	733,854.05
Cash - PNC	6/30/2024 Balance - 06/30 Financial Statements	742,090.93	742,090.93
	7/11/2024 Transfer from Colotrust	205,000.00	
	7/31/2024 Interest	2,073.59	
	8/23/2024 Transfer from Colotrust	8,200.00	
	8/27/2024 Balance	957,364.52	957,364.52
TOTAL Cash		2,267,465.14	2,079,265.05
Restricted for debt	Loan fund - PNC	957,364.52	
	Reserve Fund	-	957,364.52
	Bond funds with MM cash above		0.00
Total restricted for debt		957,364.52	
Total restricted for Water Fund		733,854.05	
Available for operations and capital as of August 27, 2024		576,246.57	



TIMOTHY J. FLYNN
ATTORNEY AT LAW

303.628.3664 (direct)
tflynn@irelandstapleton.com

August 7, 2024

Via Email: sandy.brandenburger@claconnect.com

Board of Directors
Consolidated Bell Mountain Ranch Metropolitan District
Sandy Brandenburger, District Administrator
c/o Simmons & Wheeler PC
304 Inverness Way South, Suite 490
Englewood, CO 80112

Re: ***General Counsel Representation by Ireland Stapleton Pryor & Pascoe, PC***

Dear Board members:

Thank you for retaining Ireland Stapleton Pryor & Pascoe, PC ("***Firm***") as general counsel for the Consolidated Bell Mountain Ranch Metropolitan District ("***District***"). This letter sets forth the terms of our Firm's engagement.

- 1. Effective Date.*** This engagement letter takes effect August 1, 2024.
- 2. Scope of Representation.*** As general counsel, we will provide legal services to the District with respect to any matter within our experience, training, and capabilities. Our legal services will be provided only on an as-requested basis. Because our legal services will only be provided on an as-requested basis, we cannot and do not assume any obligation to ensure that all of the District's legal matters are addressed, as we will only have knowledge of, and provide legal services with respect to, those specific matters for which our services are requested. Similarly, we cannot and do not assume any ongoing obligation to ensure the District's administration and operations are in compliance with current or future federal, state, or local laws, except to the extent requested by the District.
- 3. Fees and Billing.*** Our fees will be based upon time charges using hourly billing rates charged by each attorney or paralegal working on legal matters for the District. My billing rate is \$430.00 per hour. Crystal Schott, my paralegal, has a billing rate of \$250.00. Many of the other attorneys and paralegals who may assist with the District's legal matters also have discounted rates for the special districts we represent. In general, rates for other paralegals and attorneys who may assist on the District's legal matters range from \$225 (paralegals) to \$270 (associates) to \$430

(partners). We may adjust our hourly rates at any time with prior notice to you, without a formal amendment to this engagement letter.

Generally, invoices for fees and expenses will be submitted to the District monthly and are due thirty (30) calendar days after receipt. We are happy to review any questions about our bills. If an invoice remains unpaid after forty-five (45) calendar days from the date you receive it, we may declare the District in default and terminate the relationship and collect outstanding balances and costs of collection (including reasonable attorneys' fees).

4. *Out-of-Pocket Expenses.* The District will be billed for significant computer research projects, large copying projects, delivery and courier fees, and other out-of-pocket expenses. We will charge mileage at the then-current mileage rate established by the Internal Revenue Service.

5. *Record Retention/Destruction.* We may convert any paper documents we receive to an electronic format and dispose of the paper copy, unless the nature of the document requires a paper copy or original to be maintained. After ten (10) years from the termination of our relationship, we have the right but not the obligation to destroy any files created and maintained by us during the term of our engagement.

6. *No Guarantees.* Nothing in this engagement letter and nothing in our statements to you will be construed as a guarantee or promise about the outcome of any matter, or any phase thereof, that we may be asked to handle. We make no such guarantees or promises. Our comments about the outcome of any matter, or any phase thereof, are expressions of opinion only. Unless we have specifically agreed in writing, we have set no limits with regard to the legal fees and costs of a matter or any phase thereof.

7. *Your Business Responsibilities.* You understand that agreements or other documents entered into by you with third parties may impose obligations (such as giving notices, exercising rights, making payments, making decisions, or taking actions at certain times). You understand and agree that we will not be responsible for monitoring the performance of such agreements or calendaring or notifying you of any such obligations or deadlines.

8. *Dispute Resolution.* The attorney-client relationship is one of mutual trust and confidence. Therefore, we encourage the Board to feel free at any time to raise questions about any aspect of our representation. If a dispute arises and we are unable to reach a satisfactory resolution of it, the District may have the right to request arbitration under applicable Colorado Bar Association procedures. In the event of any dispute that relates to our entitlement to any payment from the District, all undisputed amounts shall be paid immediately by the District and this payment shall not constitute any admission by the District concerning disputed amounts.

9. *Termination.* Our Firm and the District each have the right to terminate the relationship at any time by written notice. In such event, the District will immediately pay all legal

Board of Directors
Consolidated Bell Mountain Ranch Metropolitan District
August 7, 2024
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fees and expenses incurred prior to the termination, and we will provide reasonable assistance in effecting a transfer of files and responsibilities to new counsel.

Please review this engagement letter carefully and do not hesitate to call if you have any questions concerning the terms of this letter. If these arrangements are acceptable to you, please acknowledge your acceptance by signing a copy of this letter below and returning the signed copy to me. By signing and returning this engagement letter you agree that this document may be signed in counterparts and by facsimile or electronic pdf. Each of which will constitute an original and shall together constitute one valid and binding instrument.

Sincerely,

IRELAND STAPLETON PRYOR & PASCOE, PC



Timothy J. Flynn

As the President of the Board of Directors of the Consolidated Bell Mountain Ranch Metropolitan District, I hereby certify that I am authorized to sign this engagement letter on behalf of the Consolidated Bell Mountain Ranch Metropolitan District.

CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN DISTRICT

By: _____
Board President

Date

**PRIVACY POLICY NOTICE TO CLIENTS OF
IRELAND STAPLETON PRYOR & PASCOE, PC**

Attorneys, like other professionals who advise on personal and financial matters, are required by a federal law to inform their clients of their policies regarding privacy of client information. Attorneys have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by federal law. Therefore, we have always protected your right to privacy.

In the course of providing our clients with income tax, estate tax, and gift tax advice, we may receive significant personal and financial information from our clients. If you are a client of Ireland Stapleton Pryor & Pascoe, PC, you should know all information that we receive from you is held in confidence, and is not released to people outside the firm, except as agreed to by you, or as required under an applicable law.

We retain records relating to professional services we provide so we are better able to assist you with your professional needs and, in some cases, to comply with professional guidelines. In order to guard your nonpublic personal information, we maintain physical, electronic, and procedural safeguards that comply with our professional standards.