



450 S. Parish Avenue
Johnstown, CO 80534
970-587-4664
JohnstownCO.gov

Town Council Work Session
201 Centennial Drive Johnstown, CO 80534
Monday, August 24, 2025 at 5:00 PM

Mission Statement: Enhancing the quality of life of our residents, businesses, and visitors through community focused leadership.

Agenda

Call to Order

Agenda Items

1. Town Attorney Interviews

Hoffmann Parker Wilson & Carberry - 5:00 - 6:15 pm

Wilson Williams Fellman Dittman - 6:45 - 8:00 pm

Adjourn

Americans with Disabilities Act Notice

In accordance with the Americans with Disabilities Act and other applicable laws, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at 970-587-4664 no later than 48 hours before the meeting in order to request such assistance. De conformidad con la Ley de Discapacitados Estadounidenses y otras leyes vigentes, los individuos que necesitan adaptaciones funcionales para asistir o participar en esta reunión deberán comunicarse con la Municipalidad marcando el 970 587- 4664 a lo más tardar 48 horas antes de dicha reunión para solicitarla.

THE COMMUNITY THAT CARES



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Town Council Work Session Communication

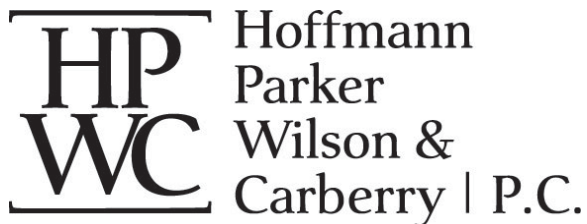
Agenda Date: August 24, 2026
Subject: Town Attorney Interviews
Attachments: 1. Hoffmann Parker Wilson & Carberry
2. Wilson Williams Fellman Dittman
Presented by: Matt LeCerf, Town Manager

Work Session Item Description:

The Town Council will conduct interviews for the appointed position of Town Attorney.

Reviewed and Approved for Presentation,

Town Manager



Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
Kathryn M. Sellars

Of Counsel
J. Matthew Mire
Daniel P. Harvey
Austin P. Flanagan

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Katharine J. Vera
Elizabeth G. LeBuhn
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Bria I. May
Nicholas A. Hartman
Nathan T. Cash
Tatiana A. Follett
Amanda L. Bruning
Zachary A. Zalesne

July 30, 2026

Town of Johnstown
Matt LeCerf, Town Manager
450 South Parish Avenue
Johnstown, CO 80534

Via email to: mlecerf@johnstownco.gov

Re: Response to Request for Proposal for Town Attorney, Town of Johnstown

Dear Mr. LeCerf:

Please accept this letter and the accompanying materials as our proposal to provide legal services for the Town of Johnstown, Colorado. As set forth below, we believe that you will find our qualifications and experience consistent with the needs of the Town.

1. Firm's Interest & Overall Approach

Hoffmann, Parker, Wilson & Carberry, P.C. was formed in 1985 with the specific goal of providing legal services to Colorado local governments. We currently work with over 40 different local governments in Colorado in various capacities, from general counsel to special counsel to hearing officer. Our firm has for many years been listed in the Martindale-Hubbell Bar Register of Preeminent Lawyers in Municipal and Zoning Law, and the firm has maintained Martindale-Hubbell's highest rating, AV Preeminent, since 1985. No member of this firm has ever been involved in any disciplinary proceeding. We have worked very hard to develop a reputation for quality, full-service representation at reasonable rates, and we believe we have succeeded in this regard. Our firm represents a wide variety of municipalities, both home rule and statutory, small and large, and rural and urban. Overall, the firm has over 60 municipal clients. Each client is unique, but some issues recur.

While the entirety of the firm's resources would be available to assist, we believe it is important for clients to have consistent personnel. Thus, we propose that director Hilary Graham and associates Nicholas Hartman and Zachary Zalesne would serve as the primary contacts for the

Town. We have found that clients benefit from and appreciate the arrangement of having at least two attorneys as points of contact. With this structure, we can provide seamless availability for clients.

2. Firm Qualifications & Experience

Hoffmann, Parker, Wilson & Carberry, P.C. includes six directors, three "of counsel" attorneys, two senior associates, seven associate attorneys, and four paralegals/legal assistants. As a firm, we have nearly 200 years of combined legal experience. We are a full-service local government law firm, meaning that we provide representation in all areas of law and litigation related to local governments, other than water law and public finance. Our services include general counsel services such as attending meetings of local governing bodies, planning commissions and boards of adjustment; advising elected officials and staff on legal issues; drafting and reviewing contracts, intergovernmental agreements, ordinances, resolutions, deeds, and other legal documents; representing clients in litigation before state courts and administrative bodies; coordinating representation with the Colorado Intergovernmental Risk Sharing Agency (CIRSA); advising planning commissions and staff on land use and planning matters; advising municipalities on real estate matters, including acquisition of property and property interests, including easements, rights-of-way, licenses and encroachments; review of title matters; advising municipalities on the operation of utilities and enterprises recognized under TABOR; advising municipal staff concerning nuisance abatement matters; advising on personnel and employment matters; and advising on elections, open records and open meetings matters.

We are passionate about delivering exceptional legal services tailored to the needs of the individual client. The size of our firm allows us to provide expertise in various practice areas while still delivering highly personalized services.

Our firm has extensive experience providing general counsel services to home rule and statutory municipalities. From the day-to-day questions of how to interpret a municipal code or how to amend a charter, to complex constitutional issues, over the course of the firm's history we have worked on nearly every conceivable municipal legal issue. But we do not rely on the past for our reputation. We strive to be at the forefront of current legal issues facing municipalities and to continuously earn the respect of our clients and our colleagues. Simply put, there is no other firm in the State with the same level of experience and knowledge concerning representation of local governments.

More specifically, Hilary became a director at the firm in 2024 and has over 20 years of experience in all aspects of municipal law, specializing in land use and zoning, constitutional law, liquor and marijuana licensing, and open meeting and open records compliance. For the last several years, she has served as City Attorney for the City of Leadville and as Town Attorney for the towns of Winter Park, Hudson and Pitkin. Hudson operates its own water and wastewater utilities and Winter Park operates its own transit service. Hilary is also general counsel for Arvada Urban Renewal Authority, Brighton Urban Renewal Authority, a few downtown development authorities, Foothills Animal Shelter, and some Title 32, C.R.S., special districts. Additionally,

Hilary is serving as special counsel for Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority and has served as special counsel drafting home rule charters for the Town of Erie, the City of Edgewater, and others.

Nicholas Hartman is an associate attorney who has been practicing law for nearly seven years and has experience representing municipalities on general counsel work, as well as serving as prosecutor for municipal court clients. He is actively serving as the Town Attorney for the Town of Superior and assistant Town Attorney for the Town of Hudson. Zachary Zalesne is an associate attorney new to the practice of law and very capable. He is gaining experience in representing municipalities on both general counsel and litigation matters. He has experience in constitutional law, land use, municipal prosecution, drafting ordinances, resolutions, and agreements, and has assisted condemnation, open records and open meetings proceedings.

Because our firm represents a number of municipalities, we can offer substantial savings to each of them. For example, when new legislation is passed, we draft a memorandum applicable to all of our municipal clients, with tweaks specific to each client. This drastically reduces the cost to each client. Likewise, we are happy to provide our clients with forms and templates for common transactions, contracts and land use agreements. What is new to one client may be commonplace for another.

3. Approach to Service Delivery

We believe it is important for clients to have consistent personnel. Thus, we propose Hilary Graham as Town Attorney with backup and support by Nicholas Hartman and Zachary Zalesne. Hilary would be the point of contact, and all three named attorneys would collaborate to deliver timely legal work to the Town. Hilary would attend regular Town Council meetings in-person on 1st and 3rd Mondays of each month and could also attend Town Council work sessions as requested. Résumés for Hilary, Nicholas, and Zachary, along with the firm's résumé, are included with this response. The firm's résumé includes a list of clients that the firm currently represents or has recently represented.

Along with the three named attorneys, the strength of this firm's expertise as a whole and our depth of resources are part of our representation. We have several attorneys with notable expertise in various areas of municipal law, such as election law, police legal advising, land use, and open records compliance. We would call on these attorneys as needed. The three named attorneys would be available for meetings, training, and consultations, in-person or remotely, at the request of the Town Council or Town staff. We can be present at Town Hall in less than an hour, if needed, and continue to believe there are benefits to interacting in-person.

Most commonly our clients seek ongoing consultation through email. We have a practice of responding to inquiries from elected officials and staff within 24 hours and typically within the same business day. The initial response may not include a fully researched answer, but it will provide an opportunity to discuss an issue, learn about the Town's needs, and create a plan for a full and timely response. We encourage our clients to involve us early and often, as preventing

legal issues is often more efficient than resolving them later. Something that presents itself as a new challenge to Johnstown may be a topic where the firm's long history and collective wisdom can add helpful perspective. One approach we take to risk management, among others, is to provide comprehensive human resources and employment law support tailored to the unique needs of local governments. We work proactively to reduce risk by reviewing and drafting personnel policies, conducting workplace investigations, and providing training for elected officials and staff.

Because of the firm's long history in local government representation, we employ a robust conflict-of-interest screening process. Before taking on new clients, we confirm whether we have existing relationships with neighboring municipalities or nearby special districts or other governmental or quasi-governmental entities. We fully explore whether those relationships present possible conflicts and abide by our professional obligation not to accept clients whose interests are adverse. If a conflict arises after representation begins, we will identify it early and handle it appropriately.

4. Fee Structure

The attorneys and staff providing legal services to the Town would work as independent contractors. Our firm has worked very hard to develop and maintain expertise while also maintaining reasonable hourly rates. Our clients often find that we can do work much more efficiently than other firms lacking our experience with local government issues. For the Town of Johnstown, we would propose a rate of \$275.00 per hour for attorneys for legal work, including meeting attendance, and \$150.00 per hour for paralegals for legal work. Litigation matters, if any, would be billed at a rate of \$325.00 per hour for attorneys and \$175.00 per hour for paralegal work. In matters for which fees are passed through to developers, the applicable attorney rate would also be \$325.00 per hour for attorneys and per hour and \$175.00 per hour for paralegal work. We do not charge for legal assistant time but do charge for actual costs incurred, such as filing fees, copies, postage, and computerized legal research. Travel time is billed at half the applicable rate. We can commit to these rates through 2027.

We typically send invoices on or before the tenth (10th) day of each month and payment is due on or before the last day of the month, within which the invoice is sent. Our invoices detail the date upon which the work was accomplished, the name of the attorney, a description of the work, the time (in tenths of an hour) spent on the work, and the total amount due for the particular work performed. At the Town's request, we will provide separate accounting for specific activities, such as meetings, litigation, development work, or work for particular Town departments.

5. Professional Liability & Insurance

Our firm carries \$2,000,000.00 in professional liability insurance, workers' compensation insurance in compliance with Colorado law, and commercial general liability coverage of \$1,000,000.00 and \$2,000,000.00 aggregate. Specific information about these policies is enclosed with this response.

6. Client References

We would encourage you to contact any of our current clients for an honest assessment of our responsiveness and professionalism. For ease of reference, we have compiled the following information:

Bryce Lange, Town Manager, Town of Hudson
(720) 961-2028 / blange@hudsonco.gov;

Jon Peacock, Town Manager, Town of Winter Park
(970) 531-8919 / jpeacock@wpgov.com; or

Aaron Herrera, Executive Director, Brighton Urban Renewal Authority
(303) 655-2150 / aherrera@brightonco.gov.

Conclusion

We are excited about the possibility of working with the Town of Johnstown. We believe our qualifications and experience will provide the Town with all of the legal services needed for the Town to continue to thrive. We look forward to discussing this response with Town representatives. In the meantime, please let us know if we can answer any questions or be of further assistance.

Very truly yours,



Hilary M. Graham
hmg@hpwclaw.com

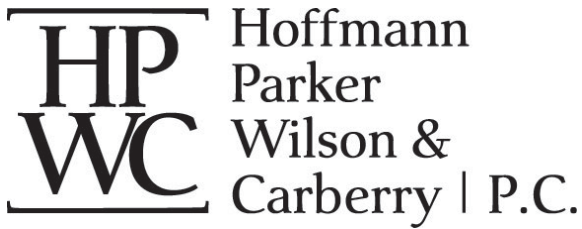


Nicholas Hartman
nah@hpwclaw.com



Zachary Zalesne
zaz@hpwclaw.com

Encl.



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Of Counsel
J. Matthew Mire
Daniel P. Harvey
Austin P. Flanagan

RÉSUMÉ OF HILARY M. GRAHAM

POSITIONS:

Director, Hoffmann, Parker, Wilson & Carberry, P.C. (2024 – Current)

Responsible for representing client municipalities, special districts, urban renewal authorities, and downtown development authorities and advising them on various general counsel matters, including without limitation, formation, compliance, sales and use tax, eminent domain, contracts, land use and zoning, constitutional law, licensing, open meeting and open records, litigation, and drafting ordinances, resolutions and contracts.

Currently serving as:

- City Attorney, City of Leadville
- Town Attorney, Town of Winter Park
- Town Attorney, Town of Hudson
- Town Attorney, Town of Pitkin
- General Counsel, Alameda Water and Sanitation District
- General Counsel, Arvada Urban Renewal Authority
- General Counsel, Brighton Urban Renewal Authority
- General Counsel, Castle Rock Downtown Development Authority
- General Counsel, Church Ditch Water Authority
- General Counsel, Englewood Downtown Development Authority
- General Counsel, Foothills Animal Shelter
- General Counsel, Berkley Water and Sanitation District
- Special Counsel for Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority

Of Counsel, Hoffmann, Parker, Wilson & Carberry, P.C. (2016 – 2023)

Deputy City Attorney, City of Westminster, Colorado (2012 – 2016)

Responsible for advising city staff on contracts, code enforcement, and

constitutional law; advised the City's licensing authority; served as back-up to City Attorney in advising City Council and department heads; appointed acting City Attorney during vacancy in that position from November 2015-January 2016; supervised lead prosecuting attorney and paralegal; drafted contracts and ordinances.

Assistant City Attorney II, City of Westminster, Colorado (2010 – 2012)

Responsible for advising city staff on contracts, code enforcement, and constitutional law; advised the City's licensing authority; drafted contracts and ordinances.

Associate Attorney, Hayes, Phillips, Hoffmann & Carberry, P.C. (2003 – 2010)

Responsible for representing client municipalities in litigation and advising client municipalities on various matters, including but not limited to, drafting home rule charters, sales and use tax, eminent domain, contracts, land use and zoning, constitutional law, licensing, open meeting and open records, and drafting ordinances, resolutions and contracts.

Law Clerk, Honorable Raymond D. Jones, Colorado Court of Appeals (2002 – 2003)

EDUCATION:

University of Colorado School of Law (J.D. 2002)

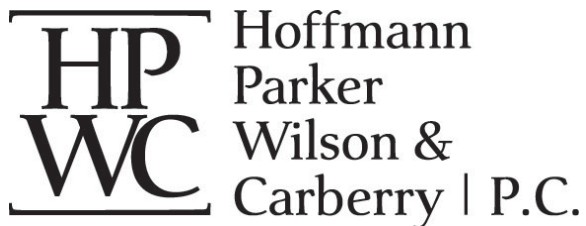
University of Kansas, Lawrence Kansas (B.S. Journalism; B.A. French 1997)

PROFESSIONAL ASSOCIATIONS AND POSITIONS:

Admitted to practice: Colorado (all state courts)

United States District Court for the District of Colorado

United States Court of Appeals – 10th Circuit



Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
Kathryn M. Sellars

Of Counsel
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RÉSUMÉ OF NICHOLAS A. HARTMAN

POSITIONS:

Hoffmann, Parker, Wilson & Carberry, Associate Attorney (Jan. 2024 – Current)
Serve as full-service general counsel for municipalities across Colorado, with responsibilities including drafting, negotiating and reviewing agreements; delivering timely legal advice and strategy to all municipal departments; advising on and implementing new state and federal legislation and regulation; advising the municipality's governing body; drafting municipal resolutions, ordinances, and internal policies; reviewing open records requests; and litigating when needed, including management of outside counsel on specialized issues. Serve as municipal prosecutor for arraignments, trials, and appeals in municipal court.

University of Colorado Office of University Counsel, Research Counsel (Aug. 2020 – Jan. 2024)
Led legal review of all legislative activities affecting the University, including drafting, amending, and strategizing for and against state and federal legislation. Worked closely with procurement services on transactional issues, including revising the University's form terms & conditions and construction procurement code. Advised labor relations on the state partnership agreement. Counseled employee services on employment and compliance issues. Supported litigation for various matters, including a prominent role in discrimination hearings.

Denver City Attorney's Office, Legal Fellow (Sep. 2019 – Aug. 2020)
Regularly filed and argued motions in County and District Court on Subpoenas duces tecum, wrote and researched litigation for a variety of City departments – including memos, motions, complaints, responses – for Article III courts as well as administrative law courts, and researched and wrote City ordinances, ballot initiatives, Charter amendments, and regulation for the largest City Attorney's Office in the mountain region.

Boulder City Attorney's Office, Law Clerk (May 2018 – April 2019)
Focused on legal research and policy advisement for nearly all departments of Boulder city government including litigation work, ordinance passage, contracting issues, negotiations with Xcel regarding recreating Boulder's energy grid as a public utility, climate action plan taxation, assault weapons ban litigation, land use and water issues, zoning, and a variety of other municipal-level projects.

Colorado Governor's Office of Legal Counsel, Law Clerk (Jan. 2018 – May 2018)

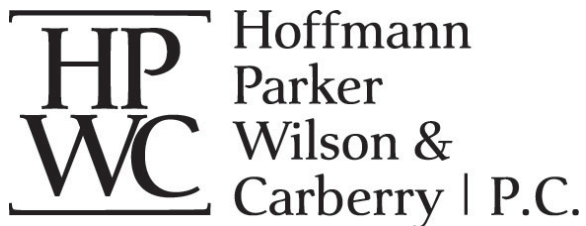
Worked under Governor Hickenlooper, Jacki Cooper Melmed, and Jenna Goldstein on legal issues concerning the Governor's Office including policy and legal research on newly introduced bills, regular advisement on judicial appointments, and clemency requests.

PROFESSIONAL ASSOCIATIONS AND POSITIONS:

Colorado Bar Association
Boulder County Bar Association
Colorado Municipal League
Metro City Attorneys Association

EDUCATION:

University of Colorado Law School (J.D. 2019)
Indiana University, B.A. Biology (2016)



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RÉSUMÉ OF ZACHARY A. ZALESNE

POSITIONS:

Associate, Hoffman, Parker, Wilson & Carberry, P.C., Denver, CO May 2026-Present

- Advise clients on various matters, including drafting ordinances, resolutions, and contracts, and preparing memoranda on federal and state constitutional and statutory compliance.
- Represent municipal clients in litigation.
- Provide municipal prosecution services.

Law Clerk, Hoffman, Parker, Wilson & Carberry, P.C., Denver, CO May 2025-August 2025

- Conduct legal research to assist attorneys in drafting legal memoranda and municipal ordinances.
- Assist attorneys in drafting documents for litigation proceedings, including research and motions practice.

Judicial Extern, Denver District Court, Denver, CO

May 2024-August 2024

- Conducted legal research and drafted judicial opinions for the Honorable Judge Goldberg in civil cases.
- Observed criminal and civil trials to gain practical insight into courtroom procedure, evidentiary issues, and trial advocacy.

Server, Cook, Busser, and Host, Various restaurants, Boulder, CO

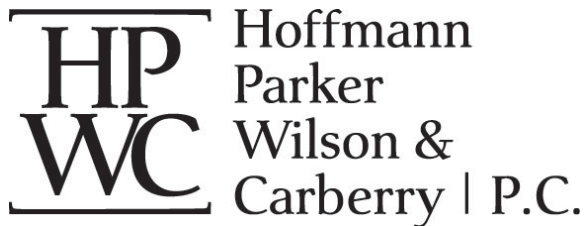
Nov 2017-July 2023

- Provided excellent customer service in a Forbes four-star rated restaurant; worked cohesively with management and other employees; excelled through promotions to various positions

EDUCATION:

Lewis & Clark Law School, *cum laude*, Juris Doctorate, 2025

University of Colorado-Boulder, Bachelor of Arts, 2021



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HOFFMANN, PARKER, WILSON & CARBERRY, P.C.

Hoffmann, Parker, Wilson & Carberry, P.C. is a law firm specializing in local government law. The firm has a combined total of nearly 200 years of experience among its attorneys, including particular expertise in the following areas:

- Acting as general counsel to the following local governments: the Cities of Northglenn, Black Hawk, Victor, Manitou Springs, Cañon City, Leadville, Rocky Ford, and Yuma; the Towns of Superior, Mountain View, Platteville, Vail, Winter Park, Erie, Montezuma, Hudson, Foxfield, Elizabeth, Arriba, Genoa, Deer Trail, Buena Vista, Calhan, Green Mountain Falls, Ramah, Limon, Flagler, Simla, Hugo, Stratton, Morrison, Pitkin and Berthoud; and the Counties of Morgan, Washington, and Crowley.
- Acting as general counsel to the following special districts: Alameda Water and Sanitation District; Superior Metropolitan District No. 1; Superior Metropolitan Interchange District; Health District of Northern Larimer County; Church Ditch Water Authority; Berkley Water and Sanitation District; Parker Water and Sanitation District; Fremont Sanitation District; Wiggins Fire Protection District; Round Mountain Water and Sanitation District; and Strasburg Fire Protection District No. 8.
- Acting as general counsel to the following other public entities: Brighton Urban Renewal Authority; Superior Urban Renewal Authority; Vail Reinvestment Authority; Town of Erie Urban Renewal Authority; Northeast Colorado Health Department; Foothills Animal Clinic; North Front Range Metropolitan Planning Organization; Wheat Ridge Urban Renewal Authority d/b/a Renewal Wheat Ridge; Parker Authority for Investment; Castle Rock Downtown Development Authority; Arvada Urban Renewal Authority; Evans Redevelopment Agency; Town of Erie Urban Renewal Authority; Englewood Downtown Development Authority; City of Northglenn Liquor Licensing Authority; Northglenn Urban Renewal Authority; Economic Development of Dacono; Vail Local Housing Authority; and Leadville-Lake County Regional Housing Authority; and Cañon City Area for Reinvestment Expansion.

- Acting as special counsel to the following public entities: the Towns of Parker, Crested Butte, Avon and Castle Rock; the Cities of Brighton, Colorado Springs, Centennial, Commerce City, Castle Pines, Fort Collins, Lakewood, Longmont, Golden, Grand Junction, Englewood, Thornton, Westminster, Wheat Ridge, Trinidad and Aurora; the Counties of Eagle and Pueblo; the City & County of Denver; the Metro Water Recovery; the Vail Recreation District; the Stoneridge Metropolitan District Nos. 1 and 2; the Fire and Police Pension Association; the Denver Public Schools ProComp Trust; the Aurora Urban Renewal Authority; the Greeley Urban Renewal Authority; the Jefferson County Housing Authority; the Colorado Springs Ethics Commission; the Lakewood Reinvestment Authority and the Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority.
- Acting as hearing officer for the following public entities: the City & County of Denver (tax, public works, land use); the City of Golden (licensing); the City of Aurora (tax, licensing); City of Sheridan (licensing); City of Steamboat Springs (licensing); Denver International Airport (concessions); the City of Lakewood (campaign finance); the City of Fort Collins (land use, employment); the Town of Dillon (licensing); the City of Dacono (code enforcement); the City of Englewood (tax); the City of Thornton (employment) and the City of Commerce City (council policy magistrate).
- Litigation including condemnation, real estate, land use, contract, annexation, tax, administrative, government and general civil litigation matters.
- Employment law, including defense of wrongful discharge cases, collective bargaining, the Fair Labor Standards Act and other federal regulation, and development of policies, procedures, contracts and ordinances to help the public employer avoid liability.
- Election law, including TABOR compliance and initiative, referendum, and recall.
- Real estate due diligence and transactions and the negotiation and drafting of contracts, regulations, and standards.
- Drafting legislation, both state and local, and lobbying and testifying before legislative committees.

Among the publications authored by the firm's lawyers, the following include some of the articles most pertinent to local governments.

K. Carberry, D. Atencio, A. McGihon, Colorado Election Law Update (published by the National Business Institute, July 2001).

K. Carberry, *Redistricting: A Municipal Perspective*, The Colorado Lawyer (Vol. 31, No. 2, February 2002).

P. Wilson, *Eminent Domain Law in Colorado*, The Colorado Lawyer (Vol. 35, Nos. 9 and 11, 2006).

P. Wilson, J. Sperber, *Blazing a Trail: Condemning Ways of Necessity in the New West*, Current Condemnation Law, American Bar Association (2006).

J. Parker, *Colorado Land Use Decisions*, Rocky Mountain Land Use Institute Annual Conference (2010, 2011, 2013, 2014, 2015, 2016).

P. Wilson, C. Price, *Local Government Sales and Use Taxes*, The Colorado Lawyer (Vol. 40, No. 7, 2011).

K. Carberry, *Redistricting: A Municipal Perspective*, Colorado Municipalities (Vol. 88, No. 1, February 2012).

A. Flanagan, *Collaborating for a Greener Future: How Colorado Encourages Better Energy Decisions*, Getches-Wilkinson Center for Natural Resources, Energy, and the Environment (2018).

A. Flanagan, *Banning Plastic: A Local Effort*, Getches-Wilkinson Center for Natural Resources, Energy, and the Environment (2018).

A. Flanagan, *FERC Hydropower Licensing: A Review of Utilization of the ILP, TLP, and ALP*, The National Renewable Energy Laboratory (2019). (with Aaron Levine).

A. Flanagan, E. LeBuhn, *The Long and Short of Short-Term Rentals*, Colorado Lawyer (May 2023).

In the area of continuing legal education, the firm's lawyers participate regularly in every Colorado Municipal League seminar on municipal law. Firm members have also received regional and national recognition for their expertise through several speaking invitations. The many addresses given by the firm's lawyers include the following:

K. Carberry, *Legislative Redistricting at the State and Local Levels: Implications for Municipalities*, Colorado Municipal League Annual Seminar on Municipal Law (October 2001).

K. Carberry, *Special District 2002 Election Workshop*, Colorado Department of Local Affairs (October and November 2001).

C. Hoffmann, *A Primer on Local Government Regulation of Land Use and Development*, Rocky Mountain Land Use Institute (April 2005).

C. Hoffmann, *A Primer on Local Government Regulation of Land Use and Development*, Rocky Mountain Land Use Institute (March 2006).

C. Hoffmann, *Eminent Domain, Legislative Authority and Abandonment, or How to Contract Regarding the Power of Eminent Domain While Retaining the Necessary Legislative Discretion*, CLE International (August 2007).

K. Carberry, J. Parker, *Residential Door-to-Door Solicitation*, Colorado Municipal League Annual Seminar on Municipal Law (October 2007).

K. Carberry, S. Light, K. Aviles, *Revenue Sharing Perks and Pitfalls – Yes it Can Work!*, Colorado Municipal League Annual Conference (June 2009).

C. Hoffmann, *Medical Marijuana: Issues to Consider Regarding Local Control*, Colorado Municipal League Annual Conference (June 2010).

K. Carberry, R. Gregory, B. Ortiz, V. Matheson, *Wild Urbanism – Coyotes, Prairie Dogs and Chicken Coops*, Colorado Municipal League Annual Conference (June 2010).

K. Carberry, *Rules of the Game – When a Municipal Clerk Acts in a Quasi-Judicial Capacity*, Colorado Municipal Clerks' Association Annual Conference (November 2010).

J. Parker, *Colorado Land Use Decisions*, Rocky Mountain Land Use Institute Annual Conference (2010, 2011, 2013, 2014, 2015, 2016).

C. Hoffmann, *Special Issues in Eminent Domain*, Colorado Municipal League Seminar on Municipal Law (October 2011).

C. Hoffmann, *Survey of Municipal Law*, Colorado Municipal League Annual Seminar on Municipal Law (October 2012).

K. Carberry, G. Wilson, S. Roy, *Open Meetings & Open Records – 10 Tough Questions*, Colorado Municipal League Annual Conference (June 2013).

K. Carberry, C. Hoffmann, T. Haas-Davidson, *Counties: Love the One(s) You're With*, Colorado Municipal League Annual Conference (June 2013).

K. Carberry, K. Kelly, G. Wilson, *Privileges Under the Colorado Open Records Act*, Colorado Municipal League Annual Seminar on Municipal Law (October 2015).

K. Carberry, W. Weigler, S. Hardy, C. Rutz, *The Short-Term Rental Conundrum*, American Bar Association Spring Symposia (April 2017).

C. Hoffmann, *Municipal Regulation of Marijuana*, Colorado Municipal League Annual Seminar on Municipal Law (October 2017).

K. Carberry, *Colorado Open Meetings Law and Local Public Bodies*, Colorado Freedom of Information Coalition Conference - "Sunshine in Your Pocket" (April 2018).

C. Hoffmann, K. Carberry, *Survey of Municipal Law*, Colorado Municipal League Annual Seminar on Municipal Law (October 2018).

A. Flanagan, T. Curtis, S. Sommer, E. Garvin, *Planning, Law and Science Come Together to Save the World*, American Planning Association Colorado Chapter Conference (October 2020).

C. Hoffmann, K. Hoffmann, *A Case of Cases (the 24 Cases Every Municipal Lawyer Should Know)*, Colorado Municipal League Annual Seminar on Municipal Law (September 2022).

A. Flanagan, C. Rutz, L. Lyda, *The Law of Short-Term Rentals*, Land Use Law: How-To (Advanced) Conference (December 2022).

H. Graham, *Law and Processes Required for Approval – Subdivision Plats*, CLE International 27th Annual Land Use Law: How-To (November and December 2023).

July 31, 2026

Matt LeCerf

Town Manager

Town of Johnstown

mlecerf@johnstownco.gov

Re: Response to Request for Proposals for Town Attorney Services

Dear Mr. LeCerf and Members of the Town Council,

On behalf of Wilson Williams LLP d/b/a Wilson Williams Fellman Dittman (“Firm”), I am pleased to submit this proposal in response to the Town of Johnstown’s Request for Proposals for Town Attorney Services. We are a Colorado municipal law firm dedicated to representing local governments, and we would welcome the opportunity to serve as Town Attorney to the Town of Johnstown.

Our office is located within a 45-minute drive of Johnstown Town Hall, as are the family residences of the proposed designated Town Attorney and Deputy Town Attorney. Our office is also located within Avi Rocklin’s current hometown, and we would welcome the opportunity of working with Avi, as long as she is available and interested to do so on a contractual basis with our Firm and the Town.

Our firm brings deep experience advising Colorado home rule municipalities operating under a Council–Manager form of government. We regularly partner with Towns’ elected officials, managers, and staff to provide clear, timely, and practical legal guidance across the full range of municipal operations. We are focused on accessibility, sound judgment, and defensible decision-making, with a strong appreciation for the unique needs and constraints of smaller mountain communities.

For Johnstown, we propose a team-based service model anchored by a single, consistent point of contact. I would serve as the designated Town Attorney and primary contact for the Town Council, Town Manager, and staff, with Michaela Szilagyi serving as Deputy Town Attorney and Prosecutor, with primary assistance from Partners Brandon Dittman and Geoff Wilson. We would all be supported by a deep bench of municipal attorneys within the firm, allowing the Town to benefit from broad subject-matter expertise while maintaining continuity, responsiveness, and cost efficiency. Our structure makes sure that routine matters receive prompt attention while more specialized issues are addressed by attorneys with targeted experience, without needing to hire another firm or outside counsel.

Our Firm currently serves as designated Town Attorney or City Attorney for several Colorado municipalities, and as special counsel to additional cities, towns, counties, and boards and commissions throughout the state. In fact, Ken Fellman and Brandon Dittman have recently worked for Johnstown on various cable and railroad matters. Our practice includes extensive experience in home rule authority, land use and development regulation, public infrastructure and utilities, personnel and employment matters, public safety, risk management, municipal taxation, elections, and open records. We regularly draft ordinances and resolutions, negotiate and review contracts and intergovernmental agreements, advise on licensing and enforcement matters, and support governing bodies through complex public processes and litigation.

We pride ourselves on being highly available and engaged counsel. Our attorneys attend town council, town board, planning commission, and advisory board meetings each week across the state, both in person and remotely. We are accustomed to responding quickly to day-to-day operational questions while also helping clients anticipate and manage longer-term legal and policy issues. Our goal is to function as an extension of Town staff, providing dependable legal support that allows the Town to operate efficiently and with confidence. The operations of our Firm are such that we have standing daily huddles, weekly team meetings, and detailed project management software to adequately handle our clients' workload, most of which is for small and medium towns and cities. Similarly, we set up regular standing calls and virtual meetings with our managers and other directors, so that we can assist town staff, and keep track of all legal assignments.

Firm Practice and Qualifications

Wilson Williams Fellman Dittman is a Colorado local government law firm built to help communities solve day-to-day operational issues while advancing long-range policy goals through adopted, workable law. In total, our team has 8 attorneys with over 160 years of legal experience, mostly in and around local government law. Our practice is focused on municipal representation and the full range of legal issues that arise in city and town operations.

Our Firm's work aligns directly with the Town's stated needs. Our attorneys routinely advise home rule and statutory municipalities on governance, risk management, and liability avoidance while supporting practical, defensible decision-making. We work closely with city councils, managers, department heads, planners, clerks, and commissions, and we are accustomed to supporting communities where staff wear many hats and timelines move quickly.

Our municipal practice includes, without limitation:

- **Land use and entitlements.** Zoning and subdivision administration, quasi-judicial hearings, vested rights, development agreements, enforcement, short-term rental and licensing frameworks, and code amendments and comprehensive code updates.
- **Home rule authority and governance.** Interpretation of charter provisions, council procedures, ethics and conflicts, public meetings compliance, and defensible decision-making frameworks.
- **Contracts and intergovernmental work.** Drafting and negotiating contracts, service agreements, professional services agreements, IGAs, MOUs, and related procurement and risk provisions.
- **Personnel and employment.** Day-to-day HR advising, accommodation and leave issues, disciplinary processes, employee relations, investigations support, and risk reduction in employment decisions.
- **Public safety and risk management.** Police legal advising, municipal court and prosecution support where applicable, enforcement strategy, and litigation risk assessment.

- **Municipal tax and revenue matters.** General advising on municipal revenue issues, including sales and use tax considerations and related compliance questions that arise in operations and agreements.
- **Open records, elections, and compliance.** CORA and CCJRA advising, public records process support, elections law and Municipal Election Code questions, and practical training and guidance for staff and elected officials.

Our service model is intentionally designed for towns like Johnstown. Our Firm provides a team approach with depth and redundancy, while still delivering the consistency and relationship that comes from designating one primary attorney as the Town's point of contact and regular meeting attendee. That structure gives the Town responsive access to the right level of attorney for the task, keeps routine matters efficient, and ensures continuity when urgent issues arise or scheduling conflicts occur.

Designated Town Attorney

Due to her expansive land use experience, we propose Nina P. Williams to serve as the Town's designated Town Attorney and primary point of contact. Ms. Williams is Managing Partner of Wilson Williams Fellman Dittman and has practiced local government and land use law for over 20 years.

Ms. Williams earned her J.D. from St. John's University School of Law ('06) and began her legal career in New York, practicing in private land use and development representation, advising applicants and private developers through all phases of the planning and development process, including proceedings before governing bodies, planning commissions, and zoning boards. Nina also served as a principal law clerk for the New York State Supreme Court, where her work included election law, open records, real estate, and Rule 106-like appeals.

After relocating to Colorado ten years ago, Ms. Williams built a practice focused on municipal representation and land use implementation at Murry Dahl Beery & Renaud LLP, before going on to found and lead the firm that is now Wilson Williams Fellman Dittman in 2021. She currently serves as City Attorney for Salida, Fort Morgan, and Woodland Park; and Town Attorney for Avon, and she also serves as special counsel to planning and zoning boards and commissions. Ms. Williams teaches a graduate-level course at the University of Colorado Denver on planning, zoning, housing and development and is a frequent statewide speaker on municipal and land use issues, and was the recipient of the 2020 MCAA Outstanding Deputy City Attorney Award, and served as President of the CML Municipal Attorneys section.

In her role as designated municipal counsel, Ms. Williams supports governing bodies and staff through the full lifecycle of municipal decision-making and implementation. Her work includes preparing and reviewing ordinances and resolutions; advising on meeting procedure, ethics, and conflict questions; and helping clients structure clear, defensible public processes for both legislative and quasi-judicial matters. She has overseen hundreds of public meetings and hearing on a variety of topics in communities of all kinds.

Ms. Williams also regularly reviews drafts and negotiates intergovernmental agreements and other contracts; advises on real property and development-related matters that affect public projects; and

provides practical guidance on compliance issues such as open records and elections-related questions that arise in municipal operations. In the land use arena, she focuses on translating adopted plans and policy goals into workable code, including land use code diagnosis, analysis, revision, and drafting that staff can administer and the public can understand.

Deputy and Supporting Attorneys

The following Firm team members provide additional capacity and subject-matter support, allowing the Town to work with the Town Attorney best suited to each matter while keeping costs efficient through appropriate delegation to associates and law clerks.

Michaela Szilagyi

Michaela Szilagyi is a Senior Associate at the Firm with a background in municipal prosecution and code enforcement, and has a Masters in Public Administration, in addition to her JD. Michaela serves as our clients' Police Legal Advisor, and as Salida Deputy City Attorney. Our clients enjoy Michaela's practical problem-solving skills, and prompt, intelligent service. Before joining the Firm, she served in the Denver City Attorney's Office, where she built stronger coordination with Denver Police leadership and developed recurring legal training for patrol officers on ordinance enforcement and best practices. She brings a wealth of experience around policing, code enforcement, and experience with complex nuisance matters.

Geoff Wilson

Geoff Wilson is a founder and partner at the Firm and has spent his entire career representing Colorado municipalities. He is widely known across the state for having served for nearly three decades as General Counsel to the Colorado Municipal League, where he represented municipalities at the State Capitol, in state rulemaking, and in Colorado's appellate courts.

Geoff's practice focuses on the areas that most often drive municipal risk and public scrutiny, including elections and campaign finance, ethics and conflicts of interest, the Colorado Open Records Act and Open Meetings Law, TABOR, and municipal taxation (including sales and use and other tax issues). He currently serves as assistant city attorney for Salida, Woodland Park, and Fort Morgan and regularly provides special counsel support to municipalities on high-stakes governance and compliance questions. Additionally, Geoff has many special counsel clients where he handles complex election code rewrites and charter revisions.

Brandon M. Dittman

Brandon M. Dittman is a partner at the Firm. Brandon has assisted the Town with cable and railroad matters, and is a municipal utilities expert. He currently serves as Town Attorney for Lyons and Empire, City Attorney for Las Animas, and General Counsel for the Colorado Association of Municipal Utilities (CAMU). His practice includes municipal, utility, energy, railroad, telecommunications, technology, land use, and aviation matters, including specialized work before the Colorado Public Utilities Commission and negotiating leases for renewable energy siting. He has specific technical expertise that allows clients to avoid special counsel for issues such as energy, ROW, and PUC matters.

Ken Fellman

Ken Fellman is a partner at the Firm and, after 44 years of practice working with local governments nationwide on technology, communications, broadband, and general local government law, is semi-retired from active practice. He remains available to provide institutional knowledge and assistance to the firm's attorneys as needed, and he has held statewide and national leadership roles in telecommunications and local government practice, including past service with FCC advisory bodies.

Bobby ("Bo") Riley

Bobby ("Bo") Riley is Senior Counsel at the Firm and previously practiced at Kissinger & Fellman, P.C. He serves as General Counsel and of the Colorado Motor Carriers Association and has also served in board roles with The Outdoor Lab Foundation and the Applewood Athletic Club. His practice is primarily transactional and he has a deep understanding of agreements, leases, and other IGA and MOU practices unique to the small government world. Bo has been assisting our municipal clients with highly complex real estate and contractual transactions.

Betsy Stewart

Betsy Stewart is a Senior Associate at Wilson Williams Fellman Dittman with over eleven years of experience advising and representing municipalities, state agencies, and their officers and employees in Colorado and West Virginia. Her practice includes municipal law, employment law matters, and civil rights claims. Betsy serves as the Sheridan City Attorney, and Avon Deputy Town Attorney.

Michael Farrington

Michael Farrington was a Law Clerk with the Firm, and effective September 1, 2026, will be a first year associate, supporting municipal clients with legal research and drafting across a range of local government matters, including ordinance and resolution support, land use code updates, governance and open records questions, and contract review support. He is specifically interested and focused on land use, zoning, development, and the practical relationship between local government law and the built environment. His work at the Firm focuses heavily on how municipalities convert policy goals into usable legal tools, including zoning code amendments, development standards, accessory dwelling unit regulations, middle housing implementation, solar and battery energy storage regulations, land use chart updates, planned development and overlay district issues, annexation questions, development conditions, and staff memoranda for council and planning commission processes. He has received his Juris Doctorate at the University of Colorado this past May, and is seeking Colorado Bar admission in Fall 2026.

Before and during law school, Michael developed a strong interest in public service and government institutions. He has experience with local and state government systems and brings a pragmatic, implementation-oriented style to research and drafting. For Johnstown, Michael can be especially useful for first-pass legal research, code audits, drafting support, issue spotting, meeting preparation materials, and translating legal requirements into project-team language that can support planners, consultants, and municipal decision-makers.

Current Clients and Conflicts of Interest

The Firm represents Colorado local governments as general counsel and special counsel, and also represents a limited number of private clients in matters related to municipal law and land use. The Firm is unaware actual or potential conflicts of interest associated with representing the Town of

Johnstown, including any current or former private clients known to have substantial property or business interests in the Town within the last three years, and any public entity clients whose interests could reasonably be anticipated to intersect with matters involving Johnstown. Where a potential conflict is identified, the Firm will address it in accordance with the Colorado Rules of Professional Conduct, including, as appropriate, declining or withdrawing from the conflicting representation, implementing ethical screening, or seeking informed written consent when permissible.

The Firm will coordinate proactively to avoid meeting conflicts. The designated Town Attorney will maintain the Town meeting schedule as a priority calendar item, and the Firm will identify any known conflicts in advance. If a conflict arises, the Firm will ensure continuity through deputy and backup coverage, including advance briefing on agenda items and prompt post-meeting follow-up so the Town receives consistent guidance. This team-based structure allows the Town to maintain a single primary point of contact while ensuring reliable meeting attendance and responsiveness when scheduling conflicts occur.

The designated Town and Deputy Attorneys currently do not have known first and third Monday City or Town Council scheduling conflicts.

Compensation and Reimbursement

Fee basis and hourly rates. The Firm will provide all legal services requested by the Town at the following discounted municipal hourly rates, and commits to not raising rates for the Town for at least 2 years, from the date of appointment.

<u>Attorney Position</u>	<u>Hourly Municipal Rate</u>
Partner	\$260.00
Counsel	\$245.00
Senior Associate	\$220.00
Associate Attorney	\$205.00
Paralegal/Law Clerk	\$100.00
Ken Fellman	\$335.00

The Firm charges Developers the following hourly rates to review pass through matters:

<u>Attorney Position</u>	<u>Developer Reimbursable Rate</u>
Partner	\$290.00
Counsel	\$270.00
Senior Associate	\$240.00
Associate Attorney	\$225.00
Paralegal/Law Clerk	\$115.00
Nina Williams	\$325.00

Billing and invoicing. The Firm provides a computer-generated, detailed billing statement each month for fees and disbursements, reflecting services already performed and costs already incurred. Invoices are due upon receipt.

Expense reimbursement. The Firm bills mileage to and from the Louisville office at the IRS-approved rate and bills one-half travel time at the applicable hourly rate. Copying, collating, binding, and scanning performed outside the office is billed at actual third-party cost.

References from Representative Clients

City of Salida (designated City Attorney, 2017 to Present):

- The Firm serves as City Attorney for the City of Salida, providing general counsel services to the City Council, City Administrator, and City staff. The Firm's work includes day-to-day municipal advising; drafting and reviewing ordinances and resolutions; land use and development code updates and implementation support; contract and intergovernmental agreement drafting and negotiation; open records and governance compliance guidance; and meeting support for the City Council and boards and commissions, as requested. The Firm has also supported the City through complex and sometimes controversial land use matters and public hearings requiring careful procedure, clear record-building, and defensible decision-making. As a community that has lots of complex tourist-related challenges, Salida has allowed our firm to get very familiar with affordable housing related tensions.
- Contacts:
 - PT Wood - Chaffee County Commissioner, former Mayor - 719-239-022
 - Dan Shore – former Mayor - 719-221-6384
 - Christy Doon - City Administrator - 719-530-2624)

City of Fort Morgan (designated City Attorney, 2019 – Present):

- Relevant services include: dozens of complex real estate conveyances and transactions, including those related to vast City-owned property, and regarding development of said property for housing; negotiation and drafting of numerous development and incentive agreements; development incentive agreements and public private partnerships; in-house comprehensive land use code re-write; annexations; contentious employment and law enforcement negotiations, actions and settlements; historic preservation trainings and code amendments; effective nuisance and property maintenance abatement; and city prosecution.
- Contacts:
 - Ron Shaver, former Mayor - 970-467-0567
 - Doug Schossow, Mayor – 970-380-2769
 - Brent Nation, City Manager - 970-542-3972
 - Sarah Crosthwaite, former Economic Development

City of Woodland Park (2019 to Present)

- Relevant services include: complex real estate transactions, including those related to Downtown Development Authority and acquisition of property for water reservoir; various contentious planning commission, board of adjustment and development matters; development agreements; resolution of complicated RLUIPA claims from large religious institution; advise and draft short-term rental regulations and amendments to same; various employment and law enforcement claims and settlements; and land use code re-write.

- **Contacts:**
 - Michael Lawson, former City Manager – 303-915-0083
 - Aaron Vassalotti – City Manager – 719-401-8758
 - Hilary LaBarre, JD, Former Mayor - 303-349-4066
 - Suzanne LeClercq, City Clerk and Deputy City Manager – 719-687-5295

Insurance and Conflicts

There are no public disciplinary proceedings against any lawyer or employee of the Firm. Our professional liability insurance carrier is General Star National Insurance Company and our limits are One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate. As stated above, there are no known potential conflicts of interest between the Firm and the Town of Johnstown. The Firm understands that the Town reserves the right to obtain services from other attorneys when the Town, in its sole discretion, believes the use of another firm is in the Town's best interests. The Firm also affirms that the position of Town Attorney will not be reassigned within the Firm without the approval of the Town Council.

Thank you for your consideration and please let me know if you require any additional information.

Sincerely,



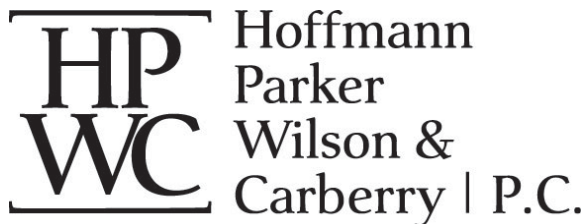
Nina P. Williams
Managing Partner

Attachments:

Firm's Business Values
Relevant Team Resumes

FOR MORE INFORMATION:

- WWFDLaw.com
- [Linkedin.com/company/wilson-williams-fellman-dittman](https://www.linkedin.com/company/wilson-williams-fellman-dittman)
- [Linkedin.com/in/ninapwilliams/](https://www.linkedin.com/in/ninapwilliams/)



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Amanda L. Bruning
Zachary A. Zalesne

July 30, 2026

Town of Johnstown
Matt LeCerf, Town Manager
450 South Parish Avenue
Johnstown, CO 80534

Via email to: mlecerf@johnstownco.gov

Re: Response to Request for Proposal for Town Attorney, Town of Johnstown

Dear Mr. LeCerf:

Please accept this letter and the accompanying materials as our proposal to provide legal services for the Town of Johnstown, Colorado. As set forth below, we believe that you will find our qualifications and experience consistent with the needs of the Town.

1. Firm's Interest & Overall Approach

Hoffmann, Parker, Wilson & Carberry, P.C. was formed in 1985 with the specific goal of providing legal services to Colorado local governments. We currently work with over 40 different local governments in Colorado in various capacities, from general counsel to special counsel to hearing officer. Our firm has for many years been listed in the Martindale-Hubbell Bar Register of Preeminent Lawyers in Municipal and Zoning Law, and the firm has maintained Martindale-Hubbell's highest rating, AV Preeminent, since 1985. No member of this firm has ever been involved in any disciplinary proceeding. We have worked very hard to develop a reputation for quality, full-service representation at reasonable rates, and we believe we have succeeded in this regard. Our firm represents a wide variety of municipalities, both home rule and statutory, small and large, and rural and urban. Overall, the firm has over 60 municipal clients. Each client is unique, but some issues recur.

While the entirety of the firm's resources would be available to assist, we believe it is important for clients to have consistent personnel. Thus, we propose that director Hilary Graham and associates Nicholas Hartman and Zachary Zalesne would serve as the primary contacts for the

Town. We have found that clients benefit from and appreciate the arrangement of having at least two attorneys as points of contact. With this structure, we can provide seamless availability for clients.

2. Firm Qualifications & Experience

Hoffmann, Parker, Wilson & Carberry, P.C. includes six directors, three "of counsel" attorneys, two senior associates, seven associate attorneys, and four paralegals/legal assistants. As a firm, we have nearly 200 years of combined legal experience. We are a full-service local government law firm, meaning that we provide representation in all areas of law and litigation related to local governments, other than water law and public finance. Our services include general counsel services such as attending meetings of local governing bodies, planning commissions and boards of adjustment; advising elected officials and staff on legal issues; drafting and reviewing contracts, intergovernmental agreements, ordinances, resolutions, deeds, and other legal documents; representing clients in litigation before state courts and administrative bodies; coordinating representation with the Colorado Intergovernmental Risk Sharing Agency (CIRSA); advising planning commissions and staff on land use and planning matters; advising municipalities on real estate matters, including acquisition of property and property interests, including easements, rights-of-way, licenses and encroachments; review of title matters; advising municipalities on the operation of utilities and enterprises recognized under TABOR; advising municipal staff concerning nuisance abatement matters; advising on personnel and employment matters; and advising on elections, open records and open meetings matters.

We are passionate about delivering exceptional legal services tailored to the needs of the individual client. The size of our firm allows us to provide expertise in various practice areas while still delivering highly personalized services.

Our firm has extensive experience providing general counsel services to home rule and statutory municipalities. From the day-to-day questions of how to interpret a municipal code or how to amend a charter, to complex constitutional issues, over the course of the firm's history we have worked on nearly every conceivable municipal legal issue. But we do not rely on the past for our reputation. We strive to be at the forefront of current legal issues facing municipalities and to continuously earn the respect of our clients and our colleagues. Simply put, there is no other firm in the State with the same level of experience and knowledge concerning representation of local governments.

More specifically, Hilary became a director at the firm in 2024 and has over 20 years of experience in all aspects of municipal law, specializing in land use and zoning, constitutional law, liquor and marijuana licensing, and open meeting and open records compliance. For the last several years, she has served as City Attorney for the City of Leadville and as Town Attorney for the towns of Winter Park, Hudson and Pitkin. Hudson operates its own water and wastewater utilities and Winter Park operates its own transit service. Hilary is also general counsel for Arvada Urban Renewal Authority, Brighton Urban Renewal Authority, a few downtown development authorities, Foothills Animal Shelter, and some Title 32, C.R.S., special districts. Additionally,

Hilary is serving as special counsel for Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority and has served as special counsel drafting home rule charters for the Town of Erie, the City of Edgewater, and others.

Nicholas Hartman is an associate attorney who has been practicing law for nearly seven years and has experience representing municipalities on general counsel work, as well as serving as prosecutor for municipal court clients. He is actively serving as the Town Attorney for the Town of Superior and assistant Town Attorney for the Town of Hudson. Zachary Zalesne is an associate attorney new to the practice of law and very capable. He is gaining experience in representing municipalities on both general counsel and litigation matters. He has experience in constitutional law, land use, municipal prosecution, drafting ordinances, resolutions, and agreements, and has assisted condemnation, open records and open meetings proceedings.

Because our firm represents a number of municipalities, we can offer substantial savings to each of them. For example, when new legislation is passed, we draft a memorandum applicable to all of our municipal clients, with tweaks specific to each client. This drastically reduces the cost to each client. Likewise, we are happy to provide our clients with forms and templates for common transactions, contracts and land use agreements. What is new to one client may be commonplace for another.

3. Approach to Service Delivery

We believe it is important for clients to have consistent personnel. Thus, we propose Hilary Graham as Town Attorney with backup and support by Nicholas Hartman and Zachary Zalesne. Hilary would be the point of contact, and all three named attorneys would collaborate to deliver timely legal work to the Town. Hilary would attend regular Town Council meetings in-person on 1st and 3rd Mondays of each month and could also attend Town Council work sessions as requested. Résumés for Hilary, Nicholas, and Zachary, along with the firm's résumé, are included with this response. The firm's résumé includes a list of clients that the firm currently represents or has recently represented.

Along with the three named attorneys, the strength of this firm's expertise as a whole and our depth of resources are part of our representation. We have several attorneys with notable expertise in various areas of municipal law, such as election law, police legal advising, land use, and open records compliance. We would call on these attorneys as needed. The three named attorneys would be available for meetings, training, and consultations, in-person or remotely, at the request of the Town Council or Town staff. We can be present at Town Hall in less than an hour, if needed, and continue to believe there are benefits to interacting in-person.

Most commonly our clients seek ongoing consultation through email. We have a practice of responding to inquiries from elected officials and staff within 24 hours and typically within the same business day. The initial response may not include a fully researched answer, but it will provide an opportunity to discuss an issue, learn about the Town's needs, and create a plan for a full and timely response. We encourage our clients to involve us early and often, as preventing

legal issues is often more efficient than resolving them later. Something that presents itself as a new challenge to Johnstown may be a topic where the firm's long history and collective wisdom can add helpful perspective. One approach we take to risk management, among others, is to provide comprehensive human resources and employment law support tailored to the unique needs of local governments. We work proactively to reduce risk by reviewing and drafting personnel policies, conducting workplace investigations, and providing training for elected officials and staff.

Because of the firm's long history in local government representation, we employ a robust conflict-of-interest screening process. Before taking on new clients, we confirm whether we have existing relationships with neighboring municipalities or nearby special districts or other governmental or quasi-governmental entities. We fully explore whether those relationships present possible conflicts and abide by our professional obligation not to accept clients whose interests are adverse. If a conflict arises after representation begins, we will identify it early and handle it appropriately.

4. Fee Structure

The attorneys and staff providing legal services to the Town would work as independent contractors. Our firm has worked very hard to develop and maintain expertise while also maintaining reasonable hourly rates. Our clients often find that we can do work much more efficiently than other firms lacking our experience with local government issues. For the Town of Johnstown, we would propose a rate of \$275.00 per hour for attorneys for legal work, including meeting attendance, and \$150.00 per hour for paralegals for legal work. Litigation matters, if any, would be billed at a rate of \$325.00 per hour for attorneys and \$175.00 per hour for paralegal work. In matters for which fees are passed through to developers, the applicable attorney rate would also be \$325.00 per hour for attorneys and per hour and \$175.00 per hour for paralegal work. We do not charge for legal assistant time but do charge for actual costs incurred, such as filing fees, copies, postage, and computerized legal research. Travel time is billed at half the applicable rate. We can commit to these rates through 2027.

We typically send invoices on or before the tenth (10th) day of each month and payment is due on or before the last day of the month, within which the invoice is sent. Our invoices detail the date upon which the work was accomplished, the name of the attorney, a description of the work, the time (in tenths of an hour) spent on the work, and the total amount due for the particular work performed. At the Town's request, we will provide separate accounting for specific activities, such as meetings, litigation, development work, or work for particular Town departments.

5. Professional Liability & Insurance

Our firm carries \$2,000,000.00 in professional liability insurance, workers' compensation insurance in compliance with Colorado law, and commercial general liability coverage of \$1,000,000.00 and \$2,000,000.00 aggregate. Specific information about these policies is enclosed with this response.

6. Client References

We would encourage you to contact any of our current clients for an honest assessment of our responsiveness and professionalism. For ease of reference, we have compiled the following information:

Bryce Lange, Town Manager, Town of Hudson
(720) 961-2028 / blange@hudsonco.gov;

Jon Peacock, Town Manager, Town of Winter Park
(970) 531-8919 / jpeacock@wpgov.com; or

Aaron Herrera, Executive Director, Brighton Urban Renewal Authority
(303) 655-2150 / aherrera@brightonco.gov.

Conclusion

We are excited about the possibility of working with the Town of Johnstown. We believe our qualifications and experience will provide the Town with all of the legal services needed for the Town to continue to thrive. We look forward to discussing this response with Town representatives. In the meantime, please let us know if we can answer any questions or be of further assistance.

Very truly yours,



Hilary M. Graham
hmg@hpwclaw.com

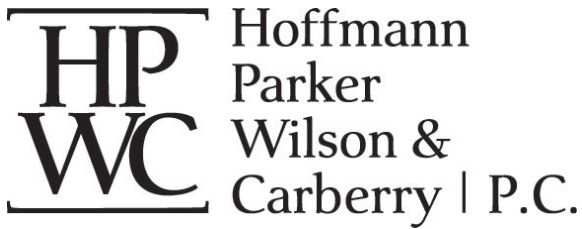


Nicholas Hartman
nah@hpwclaw.com



Zachary Zalesne
zaz@hpwclaw.com

Encl.



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Tatiana A. Follett
Amanda L. Bruning
Zachary A. Zalesne

RÉSUMÉ OF HILARY M. GRAHAM

POSITIONS:

Director, Hoffmann, Parker, Wilson & Carberry, P.C. (2024 – Current)

Responsible for representing client municipalities, special districts, urban renewal authorities, and downtown development authorities and advising them on various general counsel matters, including without limitation, formation, compliance, sales and use tax, eminent domain, contracts, land use and zoning, constitutional law, licensing, open meeting and open records, litigation, and drafting ordinances, resolutions and contracts.

Currently serving as:

- City Attorney, City of Leadville
- Town Attorney, Town of Winter Park
- Town Attorney, Town of Hudson
- Town Attorney, Town of Pitkin
- General Counsel, Alameda Water and Sanitation District
- General Counsel, Arvada Urban Renewal Authority
- General Counsel, Brighton Urban Renewal Authority
- General Counsel, Castle Rock Downtown Development Authority
- General Counsel, Church Ditch Water Authority
- General Counsel, Englewood Downtown Development Authority
- General Counsel, Foothills Animal Shelter
- General Counsel, Berkley Water and Sanitation District
- Special Counsel for Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority

Of Counsel, Hoffmann, Parker, Wilson & Carberry, P.C. (2016 – 2023)

Deputy City Attorney, City of Westminster, Colorado (2012 – 2016)

Responsible for advising city staff on contracts, code enforcement, and

constitutional law; advised the City's licensing authority; served as back-up to City Attorney in advising City Council and department heads; appointed acting City Attorney during vacancy in that position from November 2015-January 2016; supervised lead prosecuting attorney and paralegal; drafted contracts and ordinances.

Assistant City Attorney II, City of Westminster, Colorado (2010 – 2012)

Responsible for advising city staff on contracts, code enforcement, and constitutional law; advised the City's licensing authority; drafted contracts and ordinances.

Associate Attorney, Hayes, Phillips, Hoffmann & Carberry, P.C. (2003 – 2010)

Responsible for representing client municipalities in litigation and advising client municipalities on various matters, including but not limited to, drafting home rule charters, sales and use tax, eminent domain, contracts, land use and zoning, constitutional law, licensing, open meeting and open records, and drafting ordinances, resolutions and contracts.

Law Clerk, Honorable Raymond D. Jones, Colorado Court of Appeals (2002 – 2003)

EDUCATION:

University of Colorado School of Law (J.D. 2002)

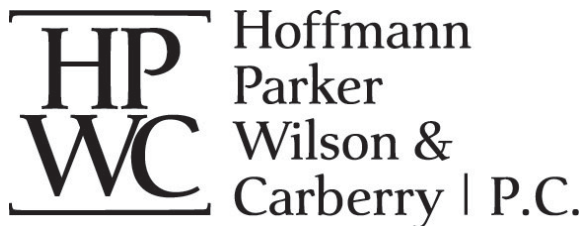
University of Kansas, Lawrence Kansas (B.S. Journalism; B.A. French 1997)

PROFESSIONAL ASSOCIATIONS AND POSITIONS:

Admitted to practice: Colorado (all state courts)

United States District Court for the District of Colorado

United States Court of Appeals – 10th Circuit



Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
Kathryn M. Sellars

511 16th Street, Suite 610
Denver, CO 80202-4260
(303) 825-6444

Katharine J. Vera
Elizabeth G. Lebuhn
Kunal A. Parikh
Bria I. May
Nicholas A. Hartman
Nathan T. Cash
Tatiana A. Follett
Amanda L. Bruning
Zachary A. Zalesne

Of Counsel
J. Matthew Mire
Daniel P. Harvey
Austin P. Flanagan

RÉSUMÉ OF NICHOLAS A. HARTMAN

POSITIONS:

Hoffmann, Parker, Wilson & Carberry, Associate Attorney (Jan. 2024 – Current)
Serve as full-service general counsel for municipalities across Colorado, with responsibilities including drafting, negotiating and reviewing agreements; delivering timely legal advice and strategy to all municipal departments; advising on and implementing new state and federal legislation and regulation; advising the municipality's governing body; drafting municipal resolutions, ordinances, and internal policies; reviewing open records requests; and litigating when needed, including management of outside counsel on specialized issues. Serve as municipal prosecutor for arraignments, trials, and appeals in municipal court.

University of Colorado Office of University Counsel, Research Counsel (Aug. 2020 – Jan. 2024)
Led legal review of all legislative activities affecting the University, including drafting, amending, and strategizing for and against state and federal legislation. Worked closely with procurement services on transactional issues, including revising the University's form terms & conditions and construction procurement code. Advised labor relations on the state partnership agreement. Counseled employee services on employment and compliance issues. Supported litigation for various matters, including a prominent role in discrimination hearings.

Denver City Attorney's Office, Legal Fellow (Sep. 2019 – Aug. 2020)
Regularly filed and argued motions in County and District Court on Subpoenas duces tecum, wrote and researched litigation for a variety of City departments – including memos, motions, complaints, responses – for Article III courts as well as administrative law courts, and researched and wrote City ordinances, ballot initiatives, Charter amendments, and regulation for the largest City Attorney's Office in the mountain region.

Boulder City Attorney's Office, Law Clerk (May 2018 – April 2019)
Focused on legal research and policy advisement for nearly all departments of Boulder city government including litigation work, ordinance passage, contracting issues, negotiations with Xcel regarding recreating Boulder's energy grid as a public utility, climate action plan taxation, assault weapons ban litigation, land use and water issues, zoning, and a variety of other municipal-level projects.

Colorado Governor's Office of Legal Counsel, Law Clerk (Jan. 2018 – May 2018)

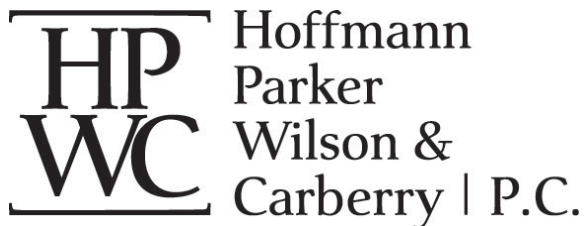
Worked under Governor Hickenlooper, Jacki Cooper Melmed, and Jenna Goldstein on legal issues concerning the Governor's Office including policy and legal research on newly introduced bills, regular advisement on judicial appointments, and clemency requests.

PROFESSIONAL ASSOCIATIONS AND POSITIONS:

Colorado Bar Association
Boulder County Bar Association
Colorado Municipal League
Metro City Attorneys Association

EDUCATION:

University of Colorado Law School (J.D. 2019)
Indiana University, B.A. Biology (2016)



Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
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Amanda L. Bruning
Zachary A. Zalesne

RÉSUMÉ OF ZACHARY A. ZALESNE

POSITIONS:

Associate, Hoffman, Parker, Wilson & Carberry, P.C., Denver, CO May 2026-Present

- Advise clients on various matters, including drafting ordinances, resolutions, and contracts, and preparing memoranda on federal and state constitutional and statutory compliance.
- Represent municipal clients in litigation.
- Provide municipal prosecution services.

Law Clerk, Hoffman, Parker, Wilson & Carberry, P.C., Denver, CO May 2025-August 2025

- Conduct legal research to assist attorneys in drafting legal memoranda and municipal ordinances.
- Assist attorneys in drafting documents for litigation proceedings, including research and motions practice.

Judicial Extern, Denver District Court, Denver, CO

May 2024-August 2024

- Conducted legal research and drafted judicial opinions for the Honorable Judge Goldberg in civil cases.
- Observed criminal and civil trials to gain practical insight into courtroom procedure, evidentiary issues, and trial advocacy.

Server, Cook, Busser, and Host, Various restaurants, Boulder, CO

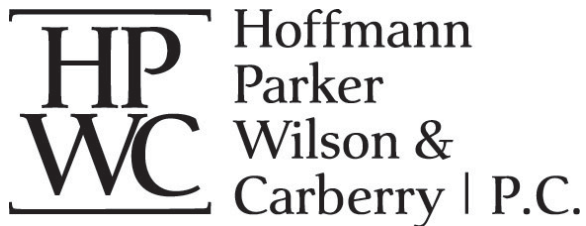
Nov 2017-July 2023

- Provided excellent customer service in a Forbes four-star rated restaurant; worked cohesively with management and other employees; excelled through promotions to various positions

EDUCATION:

Lewis & Clark Law School, *cum laude*, Juris Doctorate, 2025

University of Colorado-Boulder, Bachelor of Arts, 2021



Corey Y. Hoffmann
Kendra L. Carberry
Jefferson H. Parker
M. Patrick Wilson
Hilary M. Graham
Kathryn M. Sellars

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HOFFMANN, PARKER, WILSON & CARBERRY, P.C.

Hoffmann, Parker, Wilson & Carberry, P.C. is a law firm specializing in local government law. The firm has a combined total of nearly 200 years of experience among its attorneys, including particular expertise in the following areas:

- Acting as general counsel to the following local governments: the Cities of Northglenn, Black Hawk, Victor, Manitou Springs, Cañon City, Leadville, Rocky Ford, and Yuma; the Towns of Superior, Mountain View, Platteville, Vail, Winter Park, Erie, Montezuma, Hudson, Foxfield, Elizabeth, Arriba, Genoa, Deer Trail, Buena Vista, Calhan, Green Mountain Falls, Ramah, Limon, Flagler, Simla, Hugo, Stratton, Morrison, Pitkin and Berthoud; and the Counties of Morgan, Washington, and Crowley.
- Acting as general counsel to the following special districts: Alameda Water and Sanitation District; Superior Metropolitan District No. 1; Superior Metropolitan Interchange District; Health District of Northern Larimer County; Church Ditch Water Authority; Berkley Water and Sanitation District; Parker Water and Sanitation District; Fremont Sanitation District; Wiggins Fire Protection District; Round Mountain Water and Sanitation District; and Strasburg Fire Protection District No. 8.
- Acting as general counsel to the following other public entities: Brighton Urban Renewal Authority; Superior Urban Renewal Authority; Vail Reinvestment Authority; Town of Erie Urban Renewal Authority; Northeast Colorado Health Department; Foothills Animal Clinic; North Front Range Metropolitan Planning Organization; Wheat Ridge Urban Renewal Authority d/b/a Renewal Wheat Ridge; Parker Authority for Investment; Castle Rock Downtown Development Authority; Arvada Urban Renewal Authority; Evans Redevelopment Agency; Town of Erie Urban Renewal Authority; Englewood Downtown Development Authority; City of Northglenn Liquor Licensing Authority; Northglenn Urban Renewal Authority; Economic Development of Dacono; Vail Local Housing Authority; and Leadville-Lake County Regional Housing Authority; and Cañon City Area for Reinvestment Expansion.

- Acting as special counsel to the following public entities: the Towns of Parker, Crested Butte, Avon and Castle Rock; the Cities of Brighton, Colorado Springs, Centennial, Commerce City, Castle Pines, Fort Collins, Lakewood, Longmont, Golden, Grand Junction, Englewood, Thornton, Westminster, Wheat Ridge, Trinidad and Aurora; the Counties of Eagle and Pueblo; the City & County of Denver; the Metro Water Recovery; the Vail Recreation District; the Stoneridge Metropolitan District Nos. 1 and 2; the Fire and Police Pension Association; the Denver Public Schools ProComp Trust; the Aurora Urban Renewal Authority; the Greeley Urban Renewal Authority; the Jefferson County Housing Authority; the Colorado Springs Ethics Commission; the Lakewood Reinvestment Authority and the Central Weld County Water District on behalf of multiple stakeholders for formation of a new regional water authority.
- Acting as hearing officer for the following public entities: the City & County of Denver (tax, public works, land use); the City of Golden (licensing); the City of Aurora (tax, licensing); City of Sheridan (licensing); City of Steamboat Springs (licensing); Denver International Airport (concessions); the City of Lakewood (campaign finance); the City of Fort Collins (land use, employment); the Town of Dillon (licensing); the City of Dacono (code enforcement); the City of Englewood (tax); the City of Thornton (employment) and the City of Commerce City (council policy magistrate).
- Litigation including condemnation, real estate, land use, contract, annexation, tax, administrative, government and general civil litigation matters.
- Employment law, including defense of wrongful discharge cases, collective bargaining, the Fair Labor Standards Act and other federal regulation, and development of policies, procedures, contracts and ordinances to help the public employer avoid liability.
- Election law, including TABOR compliance and initiative, referendum, and recall.
- Real estate due diligence and transactions and the negotiation and drafting of contracts, regulations, and standards.
- Drafting legislation, both state and local, and lobbying and testifying before legislative committees.

Among the publications authored by the firm's lawyers, the following include some of the articles most pertinent to local governments.

K. Carberry, D. Atencio, A. McGihon, Colorado Election Law Update (published by the National Business Institute, July 2001).

K. Carberry, *Redistricting: A Municipal Perspective*, The Colorado Lawyer (Vol. 31, No. 2, February 2002).

P. Wilson, *Eminent Domain Law in Colorado*, The Colorado Lawyer (Vol. 35, Nos. 9 and 11, 2006).

P. Wilson, J. Sperber, *Blazing a Trail: Condemning Ways of Necessity in the New West*, Current Condemnation Law, American Bar Association (2006).

J. Parker, Colorado Land Use Decisions, Rocky Mountain Land Use Institute Annual Conference (2010, 2011, 2013, 2014, 2015, 2016).

P. Wilson, C. Price, *Local Government Sales and Use Taxes*, The Colorado Lawyer (Vol. 40, No. 7, 2011).

K. Carberry, *Redistricting: A Municipal Perspective*, Colorado Municipalities (Vol. 88, No. 1, February 2012).

A. Flanagan, *Collaborating for a Greener Future: How Colorado Encourages Better Energy Decisions*, Getches-Wilkinson Center for Natural Resources, Energy, and the Environment (2018).

A. Flanagan, *Banning Plastic: A Local Effort*, Getches-Wilkinson Center for Natural Resources, Energy, and the Environment (2018).

A. Flanagan, *FERC Hydropower Licensing: A Review of Utilization of the ILP, TLP, and ALP*, The National Renewable Energy Laboratory (2019). (with Aaron Levine).

A. Flanagan, E. LeBuhn, *The Long and Short of Short-Term Rentals*, Colorado Lawyer (May 2023).

In the area of continuing legal education, the firm's lawyers participate regularly in every Colorado Municipal League seminar on municipal law. Firm members have also received regional and national recognition for their expertise through several speaking invitations. The many addresses given by the firm's lawyers include the following:

K. Carberry, *Legislative Redistricting at the State and Local Levels: Implications for Municipalities*, Colorado Municipal League Annual Seminar on Municipal Law (October 2001).

K. Carberry, *Special District 2002 Election Workshop*, Colorado Department of Local Affairs (October and November 2001).

C. Hoffmann, *A Primer on Local Government Regulation of Land Use and Development*, Rocky Mountain Land Use Institute (April 2005).

C. Hoffmann, *A Primer on Local Government Regulation of Land Use and Development*, Rocky Mountain Land Use Institute (March 2006).

C. Hoffmann, *Eminent Domain, Legislative Authority and Abandonment, or How to Contract Regarding the Power of Eminent Domain While Retaining the Necessary Legislative Discretion*, CLE International (August 2007).

K. Carberry, J. Parker, *Residential Door-to-Door Solicitation*, Colorado Municipal League Annual Seminar on Municipal Law (October 2007).

K. Carberry, S. Light, K. Aviles, *Revenue Sharing Perks and Pitfalls – Yes it Can Work!*, Colorado Municipal League Annual Conference (June 2009).

C. Hoffmann, *Medical Marijuana: Issues to Consider Regarding Local Control*, Colorado Municipal League Annual Conference (June 2010).

K. Carberry, R. Gregory, B. Ortiz, V. Matheson, *Wild Urbanism – Coyotes, Prairie Dogs and Chicken Coops*, Colorado Municipal League Annual Conference (June 2010).

K. Carberry, *Rules of the Game – When a Municipal Clerk Acts in a Quasi-Judicial Capacity*, Colorado Municipal Clerks' Association Annual Conference (November 2010).

J. Parker, *Colorado Land Use Decisions*, Rocky Mountain Land Use Institute Annual Conference (2010, 2011, 2013, 2014, 2015, 2016).

C. Hoffmann, *Special Issues in Eminent Domain*, Colorado Municipal League Seminar on Municipal Law (October 2011).

C. Hoffmann, *Survey of Municipal Law*, Colorado Municipal League Annual Seminar on Municipal Law (October 2012).

K. Carberry, G. Wilson, S. Roy, *Open Meetings & Open Records – 10 Tough Questions*, Colorado Municipal League Annual Conference (June 2013).

K. Carberry, C. Hoffmann, T. Haas-Davidson, *Counties: Love the One(s) You're With*, Colorado Municipal League Annual Conference (June 2013).

K. Carberry, K. Kelly, G. Wilson, *Privileges Under the Colorado Open Records Act*, Colorado Municipal League Annual Seminar on Municipal Law (October 2015).

K. Carberry, W. Weigler, S. Hardy, C. Rutz, *The Short-Term Rental Conundrum*, American Bar Association Spring Symposia (April 2017).

C. Hoffmann, *Municipal Regulation of Marijuana*, Colorado Municipal League Annual Seminar on Municipal Law (October 2017).

K. Carberry, *Colorado Open Meetings Law and Local Public Bodies*, Colorado Freedom of Information Coalition Conference - "Sunshine in Your Pocket" (April 2018).

C. Hoffmann, K. Carberry, *Survey of Municipal Law*, Colorado Municipal League Annual Seminar on Municipal Law (October 2018).

A. Flanagan, T. Curtis, S. Sommer, E. Garvin, *Planning, Law and Science Come Together to Save the World*, American Planning Association Colorado Chapter Conference (October 2020).

C. Hoffmann, K. Hoffmann, *A Case of Cases (the 24 Cases Every Municipal Lawyer Should Know)*, Colorado Municipal League Annual Seminar on Municipal Law (September 2022).

A. Flanagan, C. Rutz, L. Lyda, *The Law of Short-Term Rentals*, Land Use Law: How-To (Advanced) Conference (December 2022).

H. Graham, *Law and Processes Required for Approval – Subdivision Plats*, CLE International 27th Annual Land Use Law: How-To (November and December 2023).

July 31, 2026

Matt LeCerf

Town Manager

Town of Johnstown

mlecerf@johnstownco.gov

Re: Response to Request for Proposals for Town Attorney Services

Dear Mr. LeCerf and Members of the Town Council,

On behalf of Wilson Williams LLP d/b/a Wilson Williams Fellman Dittman (“Firm”), I am pleased to submit this proposal in response to the Town of Johnstown’s Request for Proposals for Town Attorney Services. We are a Colorado municipal law firm dedicated to representing local governments, and we would welcome the opportunity to serve as Town Attorney to the Town of Johnstown.

Our office is located within a 45-minute drive of Johnstown Town Hall, as are the family residences of the proposed designated Town Attorney and Deputy Town Attorney. Our office is also located within Avi Rocklin’s current hometown, and we would welcome the opportunity of working with Avi, as long as she is available and interested to do so on a contractual basis with our Firm and the Town.

Our firm brings deep experience advising Colorado home rule municipalities operating under a Council–Manager form of government. We regularly partner with Towns’ elected officials, managers, and staff to provide clear, timely, and practical legal guidance across the full range of municipal operations. We are focused on accessibility, sound judgment, and defensible decision-making, with a strong appreciation for the unique needs and constraints of smaller mountain communities.

For Johnstown, we propose a team-based service model anchored by a single, consistent point of contact. I would serve as the designated Town Attorney and primary contact for the Town Council, Town Manager, and staff, with Michaela Szilagyi serving as Deputy Town Attorney and Prosecutor, with primary assistance from Partners Brandon Dittman and Geoff Wilson. We would all be supported by a deep bench of municipal attorneys within the firm, allowing the Town to benefit from broad subject-matter expertise while maintaining continuity, responsiveness, and cost efficiency. Our structure makes sure that routine matters receive prompt attention while more specialized issues are addressed by attorneys with targeted experience, without needing to hire another firm or outside counsel.

Our Firm currently serves as designated Town Attorney or City Attorney for several Colorado municipalities, and as special counsel to additional cities, towns, counties, and boards and commissions throughout the state. In fact, Ken Fellman and Brandon Dittman have recently worked for Johnstown on various cable and railroad matters. Our practice includes extensive experience in home rule authority, land use and development regulation, public infrastructure and utilities, personnel and employment matters, public safety, risk management, municipal taxation, elections, and open records. We regularly draft ordinances and resolutions, negotiate and review contracts and intergovernmental agreements, advise on licensing and enforcement matters, and support governing bodies through complex public processes and litigation.

We pride ourselves on being highly available and engaged counsel. Our attorneys attend town council, town board, planning commission, and advisory board meetings each week across the state, both in person and remotely. We are accustomed to responding quickly to day-to-day operational questions while also helping clients anticipate and manage longer-term legal and policy issues. Our goal is to function as an extension of Town staff, providing dependable legal support that allows the Town to operate efficiently and with confidence. The operations of our Firm are such that we have standing daily huddles, weekly team meetings, and detailed project management software to adequately handle our clients' workload, most of which is for small and medium towns and cities. Similarly, we set up regular standing calls and virtual meetings with our managers and other directors, so that we can assist town staff, and keep track of all legal assignments.

Firm Practice and Qualifications

Wilson Williams Fellman Dittman is a Colorado local government law firm built to help communities solve day-to-day operational issues while advancing long-range policy goals through adopted, workable law. In total, our team has 8 attorneys with over 160 years of legal experience, mostly in and around local government law. Our practice is focused on municipal representation and the full range of legal issues that arise in city and town operations.

Our Firm's work aligns directly with the Town's stated needs. Our attorneys routinely advise home rule and statutory municipalities on governance, risk management, and liability avoidance while supporting practical, defensible decision-making. We work closely with city councils, managers, department heads, planners, clerks, and commissions, and we are accustomed to supporting communities where staff wear many hats and timelines move quickly.

Our municipal practice includes, without limitation:

- **Land use and entitlements.** Zoning and subdivision administration, quasi-judicial hearings, vested rights, development agreements, enforcement, short-term rental and licensing frameworks, and code amendments and comprehensive code updates.
- **Home rule authority and governance.** Interpretation of charter provisions, council procedures, ethics and conflicts, public meetings compliance, and defensible decision-making frameworks.
- **Contracts and intergovernmental work.** Drafting and negotiating contracts, service agreements, professional services agreements, IGAs, MOUs, and related procurement and risk provisions.
- **Personnel and employment.** Day-to-day HR advising, accommodation and leave issues, disciplinary processes, employee relations, investigations support, and risk reduction in employment decisions.
- **Public safety and risk management.** Police legal advising, municipal court and prosecution support where applicable, enforcement strategy, and litigation risk assessment.

- **Municipal tax and revenue matters.** General advising on municipal revenue issues, including sales and use tax considerations and related compliance questions that arise in operations and agreements.
- **Open records, elections, and compliance.** CORA and CCJRA advising, public records process support, elections law and Municipal Election Code questions, and practical training and guidance for staff and elected officials.

Our service model is intentionally designed for towns like Johnstown. Our Firm provides a team approach with depth and redundancy, while still delivering the consistency and relationship that comes from designating one primary attorney as the Town's point of contact and regular meeting attendee. That structure gives the Town responsive access to the right level of attorney for the task, keeps routine matters efficient, and ensures continuity when urgent issues arise or scheduling conflicts occur.

Designated Town Attorney

Due to her expansive land use experience, we propose Nina P. Williams to serve as the Town's designated Town Attorney and primary point of contact. Ms. Williams is Managing Partner of Wilson Williams Fellman Dittman and has practiced local government and land use law for over 20 years.

Ms. Williams earned her J.D. from St. John's University School of Law ('06) and began her legal career in New York, practicing in private land use and development representation, advising applicants and private developers through all phases of the planning and development process, including proceedings before governing bodies, planning commissions, and zoning boards. Nina also served as a principal law clerk for the New York State Supreme Court, where her work included election law, open records, real estate, and Rule 106-like appeals.

After relocating to Colorado ten years ago, Ms. Williams built a practice focused on municipal representation and land use implementation at Murry Dahl Beery & Renaud LLP, before going on to found and lead the firm that is now Wilson Williams Fellman Dittman in 2021. She currently serves as City Attorney for Salida, Fort Morgan, and Woodland Park; and Town Attorney for Avon, and she also serves as special counsel to planning and zoning boards and commissions. Ms. Williams teaches a graduate-level course at the University of Colorado Denver on planning, zoning, housing and development and is a frequent statewide speaker on municipal and land use issues, and was the recipient of the 2020 MCAA Outstanding Deputy City Attorney Award, and served as President of the CML Municipal Attorneys section.

In her role as designated municipal counsel, Ms. Williams supports governing bodies and staff through the full lifecycle of municipal decision-making and implementation. Her work includes preparing and reviewing ordinances and resolutions; advising on meeting procedure, ethics, and conflict questions; and helping clients structure clear, defensible public processes for both legislative and quasi-judicial matters. She has overseen hundreds of public meetings and hearing on a variety of topics in communities of all kinds.

Ms. Williams also regularly reviews drafts and negotiates intergovernmental agreements and other contracts; advises on real property and development-related matters that affect public projects; and

provides practical guidance on compliance issues such as open records and elections-related questions that arise in municipal operations. In the land use arena, she focuses on translating adopted plans and policy goals into workable code, including land use code diagnosis, analysis, revision, and drafting that staff can administer and the public can understand.

Deputy and Supporting Attorneys

The following Firm team members provide additional capacity and subject-matter support, allowing the Town to work with the Town Attorney best suited to each matter while keeping costs efficient through appropriate delegation to associates and law clerks.

Michaela Szilagyi

Michaela Szilagyi is a Senior Associate at the Firm with a background in municipal prosecution and code enforcement, and has a Masters in Public Administration, in addition to her JD. Michaela serves as our clients' Police Legal Advisor, and as Salida Deputy City Attorney. Our clients enjoy Michaela's practical problem-solving skills, and prompt, intelligent service. Before joining the Firm, she served in the Denver City Attorney's Office, where she built stronger coordination with Denver Police leadership and developed recurring legal training for patrol officers on ordinance enforcement and best practices. She brings a wealth of experience around policing, code enforcement, and experience with complex nuisance matters.

Geoff Wilson

Geoff Wilson is a founder and partner at the Firm and has spent his entire career representing Colorado municipalities. He is widely known across the state for having served for nearly three decades as General Counsel to the Colorado Municipal League, where he represented municipalities at the State Capitol, in state rulemaking, and in Colorado's appellate courts.

Geoff's practice focuses on the areas that most often drive municipal risk and public scrutiny, including elections and campaign finance, ethics and conflicts of interest, the Colorado Open Records Act and Open Meetings Law, TABOR, and municipal taxation (including sales and use and other tax issues). He currently serves as assistant city attorney for Salida, Woodland Park, and Fort Morgan and regularly provides special counsel support to municipalities on high-stakes governance and compliance questions. Additionally, Geoff has many special counsel clients where he handles complex election code rewrites and charter revisions.

Brandon M. Dittman

Brandon M. Dittman is a partner at the Firm. Brandon has assisted the Town with cable and railroad matters, and is a municipal utilities expert. He currently serves as Town Attorney for Lyons and Empire, City Attorney for Las Animas, and General Counsel for the Colorado Association of Municipal Utilities (CAMU). His practice includes municipal, utility, energy, railroad, telecommunications, technology, land use, and aviation matters, including specialized work before the Colorado Public Utilities Commission and negotiating leases for renewable energy siting. He has specific technical expertise that allows clients to avoid special counsel for issues such as energy, ROW, and PUC matters.

Ken Fellman

Ken Fellman is a partner at the Firm and, after 44 years of practice working with local governments nationwide on technology, communications, broadband, and general local government law, is semi-retired from active practice. He remains available to provide institutional knowledge and assistance to the firm's attorneys as needed, and he has held statewide and national leadership roles in telecommunications and local government practice, including past service with FCC advisory bodies.

Bobby ("Bo") Riley

Bobby ("Bo") Riley is Senior Counsel at the Firm and previously practiced at Kissinger & Fellman, P.C. He serves as General Counsel and of the Colorado Motor Carriers Association and has also served in board roles with The Outdoor Lab Foundation and the Applewood Athletic Club. His practice is primarily transactional and he has a deep understanding of agreements, leases, and other IGA and MOU practices unique to the small government world. Bo has been assisting our municipal clients with highly complex real estate and contractual transactions.

Betsy Stewart

Betsy Stewart is a Senior Associate at Wilson Williams Fellman Dittman with over eleven years of experience advising and representing municipalities, state agencies, and their officers and employees in Colorado and West Virginia. Her practice includes municipal law, employment law matters, and civil rights claims. Betsy serves as the Sheridan City Attorney, and Avon Deputy Town Attorney.

Michael Farrington

Michael Farrington was a Law Clerk with the Firm, and effective September 1, 2026, will be a first year associate, supporting municipal clients with legal research and drafting across a range of local government matters, including ordinance and resolution support, land use code updates, governance and open records questions, and contract review support. He is specifically interested and focused on land use, zoning, development, and the practical relationship between local government law and the built environment. His work at the Firm focuses heavily on how municipalities convert policy goals into usable legal tools, including zoning code amendments, development standards, accessory dwelling unit regulations, middle housing implementation, solar and battery energy storage regulations, land use chart updates, planned development and overlay district issues, annexation questions, development conditions, and staff memoranda for council and planning commission processes. He has received his Juris Doctorate at the University of Colorado this past May, and is seeking Colorado Bar admission in Fall 2026.

Before and during law school, Michael developed a strong interest in public service and government institutions. He has experience with local and state government systems and brings a pragmatic, implementation-oriented style to research and drafting. For Johnstown, Michael can be especially useful for first-pass legal research, code audits, drafting support, issue spotting, meeting preparation materials, and translating legal requirements into project-team language that can support planners, consultants, and municipal decision-makers.

Current Clients and Conflicts of Interest

The Firm represents Colorado local governments as general counsel and special counsel, and also represents a limited number of private clients in matters related to municipal law and land use. The Firm is unaware actual or potential conflicts of interest associated with representing the Town of

Johnstown, including any current or former private clients known to have substantial property or business interests in the Town within the last three years, and any public entity clients whose interests could reasonably be anticipated to intersect with matters involving Johnstown. Where a potential conflict is identified, the Firm will address it in accordance with the Colorado Rules of Professional Conduct, including, as appropriate, declining or withdrawing from the conflicting representation, implementing ethical screening, or seeking informed written consent when permissible.

The Firm will coordinate proactively to avoid meeting conflicts. The designated Town Attorney will maintain the Town meeting schedule as a priority calendar item, and the Firm will identify any known conflicts in advance. If a conflict arises, the Firm will ensure continuity through deputy and backup coverage, including advance briefing on agenda items and prompt post-meeting follow-up so the Town receives consistent guidance. This team-based structure allows the Town to maintain a single primary point of contact while ensuring reliable meeting attendance and responsiveness when scheduling conflicts occur.

The designated Town and Deputy Attorneys currently do not have known first and third Monday City or Town Council scheduling conflicts.

Compensation and Reimbursement

Fee basis and hourly rates. The Firm will provide all legal services requested by the Town at the following discounted municipal hourly rates, and commits to not raising rates for the Town for at least 2 years, from the date of appointment.

<u>Attorney Position</u>	<u>Hourly Municipal Rate</u>
Partner	\$260.00
Counsel	\$245.00
Senior Associate	\$220.00
Associate Attorney	\$205.00
Paralegal/Law Clerk	\$100.00
Ken Fellman	\$335.00

The Firm charges Developers the following hourly rates to review pass through matters:

<u>Attorney Position</u>	<u>Developer Reimbursable Rate</u>
Partner	\$290.00
Counsel	\$270.00
Senior Associate	\$240.00
Associate Attorney	\$225.00
Paralegal/Law Clerk	\$115.00
Nina Williams	\$325.00

Billing and invoicing. The Firm provides a computer-generated, detailed billing statement each month for fees and disbursements, reflecting services already performed and costs already incurred. Invoices are due upon receipt.

Expense reimbursement. The Firm bills mileage to and from the Louisville office at the IRS-approved rate and bills one-half travel time at the applicable hourly rate. Copying, collating, binding, and scanning performed outside the office is billed at actual third-party cost.

References from Representative Clients

City of Salida (designated City Attorney, 2017 to Present):

- The Firm serves as City Attorney for the City of Salida, providing general counsel services to the City Council, City Administrator, and City staff. The Firm's work includes day-to-day municipal advising; drafting and reviewing ordinances and resolutions; land use and development code updates and implementation support; contract and intergovernmental agreement drafting and negotiation; open records and governance compliance guidance; and meeting support for the City Council and boards and commissions, as requested. The Firm has also supported the City through complex and sometimes controversial land use matters and public hearings requiring careful procedure, clear record-building, and defensible decision-making. As a community that has lots of complex tourist-related challenges, Salida has allowed our firm to get very familiar with affordable housing related tensions.
- Contacts:
 - PT Wood - Chaffee County Commissioner, former Mayor - 719-239-022
 - Dan Shore – former Mayor - 719-221-6384
 - Christy Doon - City Administrator - 719-530-2624)

City of Fort Morgan (designated City Attorney, 2019 – Present):

- Relevant services include: dozens of complex real estate conveyances and transactions, including those related to vast City-owned property, and regarding development of said property for housing; negotiation and drafting of numerous development and incentive agreements; development incentive agreements and public private partnerships; in-house comprehensive land use code re-write; annexations; contentious employment and law enforcement negotiations, actions and settlements; historic preservation trainings and code amendments; effective nuisance and property maintenance abatement; and city prosecution.
- Contacts:
 - Ron Shaver, former Mayor - 970-467-0567
 - Doug Schossow, Mayor – 970-380-2769
 - Brent Nation, City Manager - 970-542-3972
 - Sarah Crosthwaite, former Economic Development

City of Woodland Park (2019 to Present)

- Relevant services include: complex real estate transactions, including those related to Downtown Development Authority and acquisition of property for water reservoir; various contentious planning commission, board of adjustment and development matters; development agreements; resolution of complicated RLUIPA claims from large religious institution; advise and draft short-term rental regulations and amendments to same; various employment and law enforcement claims and settlements; and land use code re-write.

- **Contacts:**
 - Michael Lawson, former City Manager – 303-915-0083
 - Aaron Vassalotti – City Manager – 719-401-8758
 - Hilary LaBarre, JD, Former Mayor - 303-349-4066
 - Suzanne LeClercq, City Clerk and Deputy City Manager – 719-687-5295

Insurance and Conflicts

There are no public disciplinary proceedings against any lawyer or employee of the Firm. Our professional liability insurance carrier is General Star National Insurance Company and our limits are One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the aggregate. As stated above, there are no known potential conflicts of interest between the Firm and the Town of Johnstown. The Firm understands that the Town reserves the right to obtain services from other attorneys when the Town, in its sole discretion, believes the use of another firm is in the Town's best interests. The Firm also affirms that the position of Town Attorney will not be reassigned within the Firm without the approval of the Town Council.

Thank you for your consideration and please let me know if you require any additional information.

Sincerely,



Nina P. Williams
Managing Partner

Attachments:

Firm's Business Values
Relevant Team Resumes

FOR MORE INFORMATION:

- WWFDLaw.com
- [Linkedin.com/company/wilson-williams-fellman-dittman](https://www.linkedin.com/company/wilson-williams-fellman-dittman)
- [Linkedin.com/in/ninapwilliams/](https://www.linkedin.com/in/ninapwilliams/)