



Built On What Matters

Town of Frederick Frederick Metropolitan District Agenda

Frederick Town Hall

401 Locust Street

Wednesday, April 1, 2026

6:45 PM

Call to Order – Roll Call

Approval of Agenda

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the Frederick Metropolitan District. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Staff Reports

Consent Agenda

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Frederick Metropolitan District member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. Approval of Minutes

Discussion Agenda

- B. Presentation: Frederick Metro District Dissolution Financial Considerations -
Kurtis Adams, Finance Director

Action Agenda

- C. Resolution Regarding Dissolution of the Frederick Metropolitan District -

Mayor and Trustee Reports

Adjournment



Town of Frederick Frederick Metropolitan District

Meeting Minutes
January 21, 2026

Call to Order – Roll Call

At 5:40 PM, President Crites called the meeting to order and requested a roll call. Present were President Crites and Directors Lamach, March, Mahan, and Padia. Also present were Town Manager Bryan Ostler, Town Clerk Tricia David, and Town Attorney Jason Meyers.

Approval of Agenda

The agenda was approved as submitted.

Public Comment

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No one signed in for public comment.

Staff Reports

There were no staff reports.

Consent Agenda

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A motion was made by Director Mahan and seconded by Director Padia to approve the Consent Agenda. Upon roll call vote, the motion passed unanimously.

A. Approval of Minutes

Action Agenda

B. FMD Audit Exemption 2025 -
Kurtis Adams, Finance Director

Finance Director Kurtis Adams presented. A motion was made by Director Mahan and seconded by Director Padia to approve FMD Audit Exemption 2025. Upon roll call vote, the motion passed unanimously.

Mayor and Trustee Reports

There were no reports.

Adjournment

There being no further business of the Frederick Metropolitan District, President Crites adjourned the meeting at 5:45 PM.



Frederick Metropolitan District

Kurtis Adams | Finance Director

Financial Dissolution Considerations

BUILT ON WHAT MATTERS



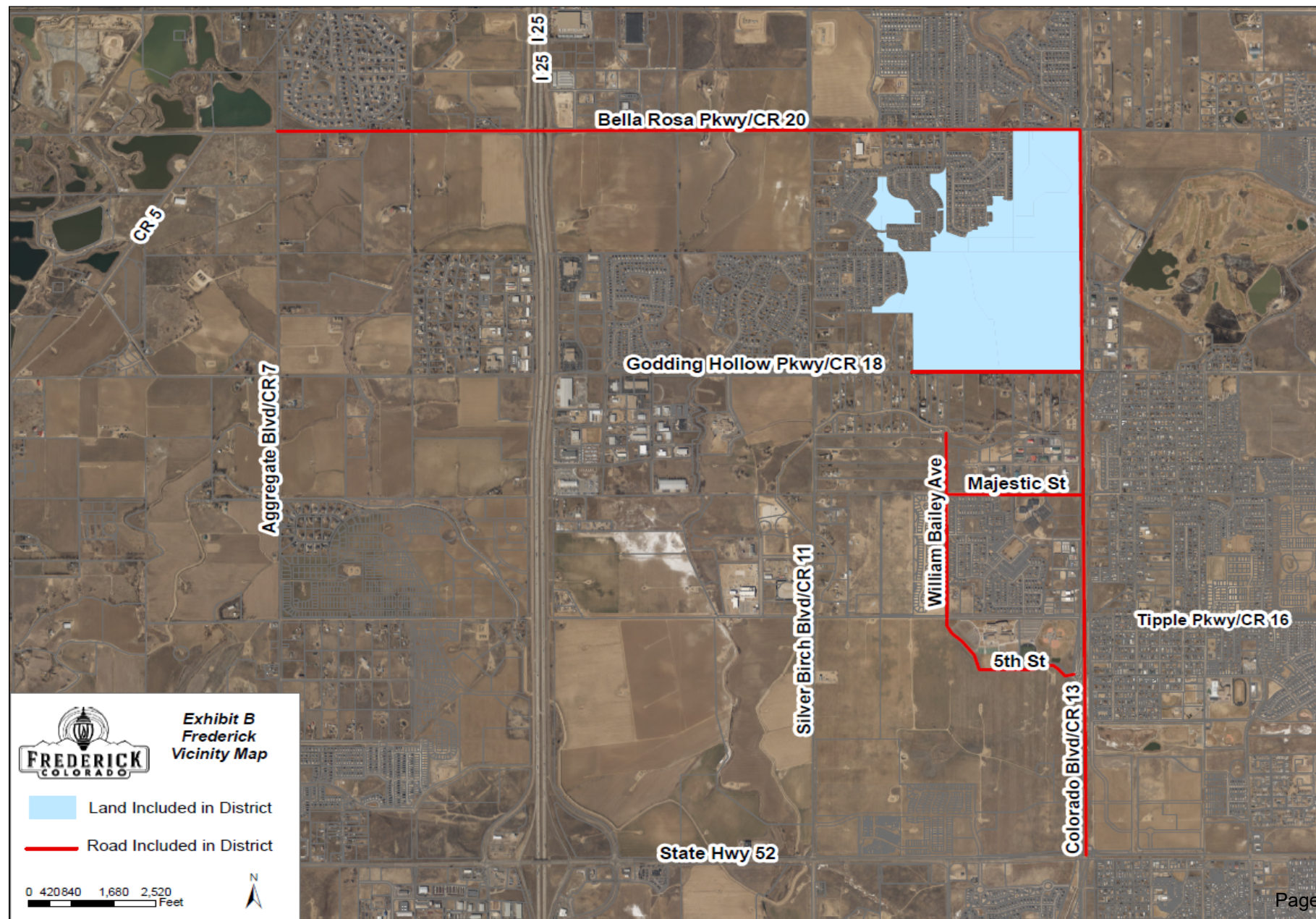
Frederick Metro District: Background

Established November 5, 2019: Created as a special district under Colorado Revised Statutes - Title 32

- **Primary Role:** Support the Town by financing and delivering public improvements
- **Limited Function:** Not intended for ongoing operations & maintenance unless specifically authorized
- **Need:** No other entity can provide these improvements in a feasible or cost-effective way
- **Town Objective:** Enable infrastructure development without requiring Town funding or construction responsibility



District Vicinity Map



Frederick Metro District: Financial Summary

Initial Funding:

- \$100,000 start-up loan from Town General Fund for district operations

Recurring Revenue:

- Property Tax: Only income source
- Approx. \$22,800/year @ 50.0 mills
- Net Total Taxable Assessed Valuation from Weld County Assessor = \$457,000

Expense History:

- Legal and Engineering Professional Services
- Special District Association Membership
- Expenses have averaged less than \$15,000 annually since inception



Frederick Metro District: Financial Summary

Current Financial Position:

- Cash Operating Balance - \$199,481
 - Accumulation of Property Tax revenue after any annual budgeted expenses
- Assets - None
- Liabilities - Interfund Loan of \$100,000 payable to General Fund
- Fund Balance: \$93,152.96
- Shortfall of (\$6,328.83) to be absorbed as Misc Expense to General Fund



Frederick Metro District: Dissolution Key Steps

- 1. Purpose Completion:** As determined by District Board, dissolution may occur once the purposes for which it was created are fully accomplished
- 2. Debt and Obligations:** Before dissolution, all outstanding debt and financial obligations must be fully paid or otherwise resolved
 - Example: District Interfund Loan of \$100,000 from Town General Fund, must be repaid in full
- 3. Transfer or Assumption of Services:** If the District provides any ongoing services, responsibility for those services must either:
 - Transfer to the Town or terminate services if no successor is required
- 4. Filing for Dissolution:** The District files a petition in District Court (Weld County) to formally dissolve under Colorado statutes



Frederick Metro District: Action Options

Option 1 – Delay Dissolution Until 2026 Property Tax Revenue Received (April)

Board Action:

- Approve delaying dissolution of the FMD until April

Next Steps:

- Direct staff to continue operating the FMD through April
- Apply 2026 property tax revenues to fully repay the \$100,000 loan
- Once repaid, initiate formal dissolution process



Frederick Metro District: Action Options

Option 2 – Immediate Dissolution

Board Action:

- Approve immediate dissolution of the FMD
- Approve the write-off of \$6,328.83 deficit to the General Fund

Next Steps:

- Direct staff to repay \$93,671.17 (available funds) to the General Fund
- Record \$6,328.83 as a write-off
- File petition for dissolution with District Court



Built On What Matters

TOWN OF FREDERICK

Frederick Metropolitan District

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee

Resolution Regarding Dissolution of the Frederick Metropolitan District

Agenda Date: April 1, 2026 Frederick Metropolitan District

Attachments: 1. FMD Dissolution Resolution

Reviewed By: Bryan Ostler, Town Manager

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

Strategic Plan Alignment:



FISCALLY RESPONSIBLE GOVERNANCE– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.

6.1 Create and implement a long-term financial model for the Town taking into account exist needs as well as planning for the future needs of the community.

6.2 Demonstrate excellence in public stewardship through updating critical policies (i.e. personnel, procurement and financial policies) including developing a schedule for providing routine, timely updates to keep current with changing laws, trends and practices.

Summary Statement:

Frederick Metro District's purpose within the Town is no longer necessary, and thus the District is proposed for dissolution.

Detail of Issue/Request:

Special districts are intended to provide services, such as parks and recreation or fire protection, or assistance with public improvements. The Frederick Metro District was initially formed in July of 2019 to assist with bringing certain public improvements to fruition. Following formation of the District, the Town changed direction in funding for improvements and the District no longer serves a purpose within the Town, and thus qualifies for dissolution. Pursuant to the District service plan, the District does not have any outstanding financial obligations or debt, except for a loan granted from the Town of Frederick's general fund in the amount of \$100,000, which will be returned to the Town's general fund upon dissolution, and does not have any other outstanding obligations.

Legal Comments:

Legal counsel to the District has determined that the District legally qualifies for dissolution.

Alternatives/Options

Approve the resolution to begin the dissolution process.

Determine that the District should not be dissolved and direct staff regarding District activities and services.

Financial Considerations

If Frederick Metro District is dissolved, the District will return \$100,000 in loan funds to the Town's general fund.

Staff Recommendation

Staff recommend that the District approve the resolution in order to begin the dissolution process.

Community Impact

Dissolution of the Frederick Metro District will support the value of dedication to good governance.

FREDERICK METROPOLITAN DISTRICT

RESOLUTION NO. 26-FMD-02

**A RESOLUTION OF THE FREDERICK METROPOLITAN DISTRICT FOR THE
PURPOSE OF DISSOLVING THE DISTRICT**

WHEREAS, the Frederick Metro District (the “District”) operates under the provisions of the Special District Act, § 32-1-101, C.R.S., *et seq.*; and

WHEREAS, the District has confirmed at a public meeting that the District has no further operation and maintenance responsibilities pursuant to the District’s Service Plan, and therefore the District may dissolve in accordance with Service Plan provisions and Colorado Revised Statutes § 32-1-701, *et seq.*; and

WHEREAS, the District does not have any outstanding financial obligations or debt, except for a loan granted from the Town of Frederick’s general fund in the amount of \$100,000, which will be returned to the Town’s general fund upon dissolution; and

WHEREAS, dissolution of the District is in the best interests of the Town of Frederick, the District, and its constituents; and

WHEREAS, the District lies entirely within the Town of Frederick, Colorado, as shown on **Exhibit A**, attached hereto.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
FREDERICK METROPOLITAN DISTRICT, AS FOLLOWS:**

- Section 1. Findings.** The Board of Directors of the Metropolitan District finds that the District does not have any responsibilities that must be transferred to another political subdivision of the State of Colorado prior to dissolution of the district, and further that the purposes for which the District was created have been accomplished in accordance with Section VIII of the Service Plan for the Frederick Metropolitan District, and thus that the District may seek dissolution in accordance with Colorado Revised Statutes § 32-1-701, *et seq.*, and that the District wishes to seek such dissolution.
- Section 2. Approval.** The Resolution of the Board of Trustees of the Town of Frederick, Colorado, for the purpose of dissolving the Frederick Metro District, is approved.
- Section 3. Effective Date.** This resolution shall become effective immediately upon adoption.
- Section 4. Repealer.** All resolutions, or parts thereof, in conflict with this

resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS ____ DAY OF _____, 2026 by the Board of Directors of the Frederick Metropolitan District by a vote of ____ for and ____ against.

FREDERICK METROPOLITAN DISTRICT

By: _____
President / Chair of the Board

ATTEST:

By: _____
Secretary

EXHIBIT A
FREDERICK METRO DISTRICT MAP

