

April 22, 2019

City of Commerce City
Attn: City Council
7887 E. 60th Avenue
Commerce City, CO 80022

RE: Statement of Eligibility for Appointment; (*Charter, Section 4.4*)

Dear Mayor, City Councilmen, and Councilwoman:

I, Meghan Anne Grimes, am writing to confirm my eligibility for consideration of appointment to the At-Large Council vacancy:

- I am a citizen of the United States; born in Bridgeport, WV.
- I am at least eighteen (18) years of age; born October 8, 1983.
- I am a resident of the City of Commerce City; November 2015.
- I am a registered elector; Adams County, CO.
- I am a resident in Ward 3 seeking appointment for an At-Large council seat.
- I am a resident of Commerce City, CO although my address is recognized by Adams County as both a Brighton and Commerce City address.
- I am currently serving on the Commerce City Oil & Gas Focus Group and understand that an appointment to Commerce City Council will require me to resign from that position.
- I have never been sentenced for a felony and as such have never been on probation or parole.

For questions or clarification on any eligibility requirements please contact me at:

(720)-256-8774 or meghan.holdershaw@gmail.com

Best regards,

A handwritten signature in black ink that reads "Meghan Grimes". The signature is written in a cursive, flowing style.

Meghan A. Grimes

I would be a good councilmember because I believe in and actively pursue honesty, transparency, accountability, and accessibility. Citizens need to feel confident in the people making decisions on their behalf and communication is key. I am well versed and practiced in the field of communication both from an educational and professional perspective. Although not everyone will agree all the time; it is critical to consider all sides of all issues when making decisions and then make the best decision for the greater good of a community and not just based on personal preference.

1. Why are you applying to be on the City Council?

I am applying to be on City Council because I see an opportunity to affect change in my community. Commerce City is on the forefront of major change and development and if pursued thoughtfully has the potential to be a community that people will seek out to both live and work in. Our population is growing and now more than ever we need to meet the needs of the citizens. I want to be a part of the team who helps build the future of Commerce City.

2. How is your experience and background relevant to being on the City Council?

My career has been exclusively in the Energy sector. I have worked for companies of varying sizes, privately and publicly held, in difference capacities, and with all styles of leadership. My versatility in the professional space will be an outstanding base for which to serve Commerce City.

3. What are your thoughts on the relationship between the Historic City and the Northern Range?

I have heard reference to the promise of a new city in the form of the Northern Range. I have only lived in the Northern Range but know there is a clear distinction between the two. It is important to remember the Historic City and continue to develop it a long side the Northern Range as well as marry the two when possible. It is also important to learn from the Historic City. The perceived stigma and real issue of crime in the Historic City should act as a cautionary tale for the Northern Range. Population growth and development should be approached with 20/20 vision knowing that public safety is a paramount priority in the Northern Range.

4. What do you believe to be the three most pressing challenges or concerns in the Commerce City community?

- Land Use and Development
 - The influx in population has not only created a demand for housing but also all types of conveniences such as grocery stores, availability of shopping, medical facilities, etc. Although zoning largely dictates where these establishments will be located thoughtful incentivizing is certainly aiding in starting a movement to bring in places that citizens will frequent. Housing development is a concern as density continues to tighten. Making decisions about the type of housing and spacing that is desirable will lead to a higher quality community.
- Traffic, Transportation, and Infrastructure
 - As Commerce City grows the infrastructure to manage increased traffic will be critical. There are already pinch points throughout the city and a proactive approach to managing this growth will pay dividends down the road. Widening of roads as well as adding strategically place roundabouts and stoplights is a good start point. A well engineered roundabout offers not only a better flow for traffic but an opportunity to build in landscaping as a design element.
- Oil and Gas Development
 - Balancing industry and community is crucial in considering the development of Oil and Gas in Commerce City. Bringing a greater awareness to siting rationale from the industry as well as the desires of the citizens will lead to a more harmonious existence between the two. I often hear at neighborhood meetings hosted for new pad development that the industry doesn't care because we don't live in the communities that this is affecting. I live in Commerce City. I work in Oil and Gas. I don't want my community; the one I chose for so many positive reasons; to be negatively affected by unsuitable development of Oil & Gas. Through the implementation of SB 181 and ongoing

efforts at the municipal level to understand and define local control a balance can be achieved. I want to help shape what the development of my industry looks like in my community.

5. What do you see as the three biggest opportunities for Commerce City right now?

I see the opportunities and challenges for Commerce City as one in the same. If the challenges are addressed with an approach to better the community all three will become opportunities for positive development and growth.

6. What concerns, if any, do you have about serving on the City Council?

I don't have any concerns about serving on City Council. I am excited about the opportunity.

7. What does Quality Community for a Lifetime mean to you?

Being thoughtful and knowledgeable in the development of an emerging community will be critical in achieving a "Quality Community for a Lifetime". Making sometimes difficult decisions in the present may lead to better long term outcomes. Creating a community that will live on the way we envision and implement in our lifetime will take planning and listening and consideration of needs vs. wants. There are few places in the metro area that are fortunate enough to still be in a development phase; we can learn from wins and missteps made in other communities. We need to make sure the vision for our community matches the decisions being made and doing so without personal bias. Everyone wants a beautiful, safe, engaging community. Creating and keeping our community that way is a challenge that should not be taken lightly.

8. What local government or non-profit boards or commissions have you served on?

The organizations I am involved with are detailed on my resume under Philanthropy and Trade Organizations.

9. Have you participated in the Commerce City Civics Academy?

No, I have not participated in the Commerce City Civics Academy.

10. How long have you resided in Commerce City?

I have lived in Commerce City since November 2015.

11. What is your favorite place in Commerce City?

My favorite place in Commerce City is my home. My husband and I chose to make Commerce City our home after searching many parts of the metro area. We chose it for a number of reasons:

1. Geographic location – born and raised in Fort Morgan, CO; my husband wanted the convenience of being near his family while also living in the metro area as that is where both of our careers are located. I grew up in northern Michigan however my family also lives in the Denver area now and Commerce City puts us in close proximity to them as well.
2. Affordability and Investment – we were able to buy a home in Commerce City that we would not have been able to afford in most other parts of the metro area. After looking at homes in other communities it became apparent that living in Commerce City would be the best place to invest in a home. Impending growth in the community as well as quick access to shopping and "the country" made choosing Commerce City an easy decision.
3. Accessibility – we are able to get to all parts of the state with ease. Denver International Airport is an 11 minute drive from our home; E-470 gives us quick access to I-70 as well as communities further south; I-76 is a straight shot to my husband's childhood home and family as well as the corridor that can get us downtown and to the mountains. The commute factor was a big piece of the puzzle when deciding where to live and Commerce City checked all the boxes.

Meghan A. Grimes
11788 Fairplay Street
Commerce City, CO 80603
(720) 256-8774
meghan.holdershaw@gmail.com

Work Experience

PetroShare Corp.

Permitting & Regulatory Manager

November 2018 - Present

- Manage all aspects of new permitting at both the State and Local level.
- Maintain working knowledge of Regulatory process and requirements for operating in Colorado.
- Coordinate form filing for ongoing Construction, Drilling, Completion, Production, Workover, Remediation, and Reclamation operations.

Engineering Technician

May 2017 – November 2018

- Maintain daily drilling data for accurate reporting and document management
- Manage well performance data
- Manage, maintain and train on reporting software (TAM)
- Project Manage permitting process
- Track non-operated production data
- Respond to One Call locate requests
- Submit paperwork to COGCC for Drilling and Completion related work

Anschutz Exploration Corporation

October 2012 – May 2017

Engineering Technician

- Coordinate bid processes for drilling rigs, directional, construction, bits, diesel and other services and equipment as needed
- Normalize and award work after review of bids
- Work closely with field personnel for sourcing and logistics of tools and services
- Visit and evaluate new areas to locate and meet potential business partners
- Liaise with SCM/Procurement on requisitions
- Track inventory for equipment in various fields
- Invoice coding, routing, reconciliation, and approval
- Design cost and time estimates for new projects based on offset data
- Generate AFEs for operated projects
- Work as relief for company men when needed
- Maintain daily drilling data for accurate reporting and document management
- Manage well performance data
- Manage, maintain and train on reporting software (WelleZ)
- File State and Federal permits and paperwork
- Prepare and send landowner notifications
- Implement and Integrate AFE Navigator with software (JDE, EPEX, and BOLO)
- Implement and Integrate WellShadow with WelleZ
- Implement WellDrive for streamlined wellsite document management

Enerplus

September 2011 – October 2012

Engineering Technician

- U.S. Well Asset Management for Marcellus Shale and Bakken
- Manage Non Operated data for 400 ± wells in the Marcellus Shale
- Champion software integration project for Excalibur and WellView
- Map, design and test I.H.S Import tool for WellView
- Map, design and test Partner Data Loader for WellView
- Test and implement Tagle software for WellView attachments
- Build queries and reports for end users
- Implement use of phases for efficient tracking of costs and cycle times
- Maintain data for monthly, quarterly and year end risk management and corporate reporting
- Train field consultants on WellView software and reporting requirements
- Update and distribute daily Non Operated report and weekly Key Wells report

Noble Energy, Inc.Engineering Technician

August 2008 – September 2011

- Provided support to engineering professionals for Northern Region Drilling
- Compiled data from Peloton WellView for daily and weekly drilling reports
- Generated and tracked AFE's
- Maintained and updated Drilling Schedules
- Ordered, shipped and tracked awards for the Rig Performance Program
- Tracked drilling performance data for current drilling programs using reports from WellView
- Prepared quarterly presentations for departmental and division communication meetings
- Organized and executed quarterly communication meetings at field location
- Coded and reconciled invoices for approval and payment
- Worked with WellView Systems Specialist to train field personnel
- QC Directional Plans for Horizontal well program

Land Technician

October 2010 – January 2011

- Provided support to land professionals in the Rockies and Midcontinent
- Tracked capital costs for the Rockies and Midcontinent land group
- Researched leases, ownership, working interests, and ROW for Land Negotiators
- Tracked and compiled Shut In well data for Rockies/MidCon districts
- Processed and tracked Non Operated proposals
- Initiated paperless invoicing for Land group through use of Digital Oilfield

Pioneer Natural Resources

January 2008 – July 2008

Sr. Administrative Assistant

- Provided administrative support to Executive level professionals
- Maintained monthly expense reports
- Coded invoices for approval and payment
- Organized and planned company functions including volunteer work, corporate picnic and golf tournament

Education

Albion College, Albion MI May 2005
Bachelor of Arts in Communication

Semester Abroad - Edinburgh, Scotland September - December 2003

Local Government & Trade Organizations

City of Commerce City, Commerce City, CO April 2019 - Present
Oil and Gas Focus Group Member

COGA, Denver, CO November 2018 - Present
Local Regulatory Committee (LRC) Member

Philanthropy

Freedom Service Dogs, Englewood, CO May 2013-Present
Co-Chair and Committee Member; Faces of Freedom Sporting Clay Tournament

Fight Oar Die, Denver, CO September 2017-Present
Board Member and Fundraising Coordinator; FOD Benefit Dinner and FOD Tactical Shoot

Continuing Education

Primary Cementing October 2015
● PetroSkills, Houston, TX

Water and Oil Based Drilling Fluids School October 2014
● Halliburton Energy Services, Ft. Lupton, CO

Geology for Non Geologists August 2014
● PEICE Petroleum Institute for Continuing Education, Denver, CO

Extended Reach Drilling December 2013
● K&M Technology Group, Denver, CO

Drilling Practices September 2013
● Prentice Training Company, Lafayette, LA

Drilling Fluids School February 2013
● Marquis Alliance, Denver, CO

Peloton User Group Conference September 2011, September 2012
● Peloton, Banff, AB (2011), Colorado Springs, CO (2012)

Petroleum Engineering for Non Engineers July 2011
● PEICE Petroleum Institute for Continuing Education, Calgary, AB

| | |
|--|--------------------------|
| Advanced Petroleum Land Management | January 2011 |
| <ul style="list-style-type: none"> • University of Denver, Denver, CO | |
| The Fundamentals and Beyond | November 2010 |
| <ul style="list-style-type: none"> • Petroleum Education Workshops LLC, Denver, CO | |
| Women's Global Leadership Conference | October 2010 |
| <ul style="list-style-type: none"> • Various speakers from the Oil & Gas industry, Houston, TX | |
| Advanced Oil and Gas Contracts | October 2010 |
| <ul style="list-style-type: none"> • Resource Legal Training, Denver, CO | |
| Advancing Safety Leadership | June 2010 |
| <ul style="list-style-type: none"> • Randy Smith Training Solutions, Denver, CO | |
| Communication and Listening: Interpersonal Communication Skills | February 2010 |
| <ul style="list-style-type: none"> • WD Communications, Denver, CO | |
| Introduction to Drilling | December 2009 |
| <ul style="list-style-type: none"> • PEICE Petroleum Institute for Continuing Education, Denver, CO | |
| Rocky Mountain Cement School | June – August 2009 |
| <ul style="list-style-type: none"> • Halliburton, Denver, CO | |
| Introduction to Oil and Gas Technology | January 2008 & July 2009 |
| <ul style="list-style-type: none"> • Baker-Hughes, Denver, CO | |
| Excel 2003 – Intermediate | June 2008 |
| <ul style="list-style-type: none"> • New Horizons, Denver, CO | |