



KRISTIN NORDECK BROWN, P.C.
A T T O R N E Y A T L A W

October 9, 2019

Laura Bauer
City Clerk
Commerce City, CO

Delivered via electronic mail: lbauer@c3gov.com

RE: RFP: Hearing Officer – Liquor, Marijuana

Dear Ms. Bauer:

I am writing in response to the RFP for hearing officer services recently posted by the City (Liquor Authority, Marijuana Licensing Authority). I am interest in appointment to both positions. Attached hereto for consideration is my resume.

Since 2015 I have served as the Liquor Authority for the City of Brighton. In addition, as a career municipal attorney, I have advised various municipal clients related to liquor matters, prosecuted liquor code violations and provided legal advice to liquor authorities for the past 25 years. I have also advised municipal clients related to marijuana licensing matters.

I have served as a hearing officer for Commerce City related to employment appeal matters since 2009. In the past year I also began work for the City as hearing officer on administrative appeal matters.

I have extensive experience in the role of hearing officer. In 2003 I was retained as hearing officer by the city of Thornton and continue to conduct administrative hearings for Thornton. Since approximately 2006 I have presided over various employment appeal hearings for multiple municipalities and special districts.

I have worked in the field of municipal law my entire career. Since 2008 I have served as a municipal judge, and now serve as presiding judge in Brighton and Lyons, associate judge in Thornton, Broomfield, Superior and Mead.

My hourly rate for hearing officer services is \$150/hour. I charge \$75/hour for travel time (from Longmont). This rate has remained constant during the time I have worked as a municipal hearing officer. A bill is generated monthly.

Because my practice is limited to municipal law, I see no potential conflicts that might arise in the event I am appointed to either hearing officer position.



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In the event you are in need of any additional information, please advise.

I can be reached via e-mail: knbpc@msn.com.

Sincerely,


Kristin Nordeck Brown