

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
VAUXMONT METROPOLITAN DISTRICT**

Colorado Open Records Act Rules and Policy

WHEREAS, the Vauxmont Metropolitan District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado located in the County of Jefferson, Colorado; and

WHEREAS, as a governmental entity, the District is subject to and required to comply with the Colorado Open Records Act, §§ 24-72-200.1 *et seq.*, C.R.S. (“**CORA**”); and

WHEREAS, CORA permits the adoption of policies specifying the applicable conditions concerning the research and retrieval of public records, including the imposition of a research and retrieval fee; and

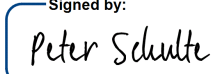
WHEREAS; to provide guidance to persons who submit requests for public records to the District pursuant to CORA, the District desires to adopt an updated policy regarding requests for public records and the research and retrieval fees that apply when responding to CORA requests; and

NOW THEREFORE, be it resolved by the Board of Directors of the Vauxmont Metropolitan District as follows:

1. The Board approves and adopts the “Policy Regarding Requests for Public Records – Research and Retrieval” attached as Exhibit A to this resolution (“**CORA Policy**”).
2. The CORA Policy adopted pursuant to this resolution shall supersede in its entirety any and all prior Colorado Open Records Act policies of the District.

APPROVED AND ADOPTED this 19th day of November, 2024.

VAUXMONT METROPOLITAN DISTRICT

Signed by:


 Peter Schulte President

Attest:

Signed by:


 Secretary/Assistant Secretary

Exhibit A

**POLICY REGARDING REQUESTS
FOR PUBLIC RECORDS – Research and Retrieval**

Requesting Public Records

To request public records, contact Seter, Vander Wall & Mielke, P.C. at 303-770-2700 who will identify the designated custodian for the requested records. Records requests must be in writing and directed to the designated custodian of records. General emails to the District (or inquiries on the District’s website or social media sites) will not be treated as records requests under CORA. Requests must be submitted to and received by the designated records custodian.

All requests must contain the following information:

- Description of the records being requested. Describe the request as specifically as possible. If you are uncertain about which records contain the information you are seeking, provide a description of the type of information you are searching for, including date ranges.
- If photocopies or electronic copies are being sought, your contact information and preferred method of delivery of the records.

Limitations

The District will only produce those documents as permitted by CORA. Documents that are prohibited from disclosure under CORA will not be released.

Fees and Costs

Fees for research and retrieval of public records may be imposed at the discretion of the records custodian as follows:

1 st Hour	-	No Charge
More than 1 Hour	-	\$41.37/hour*

*The hourly research and retrieval fee shall be automatically adjusted to match the maximum hourly research and retrieval fee that is determined pursuant to C.R.S. § 24-72-205(6)(b). Other fees may be imposed at the discretion of the records custodian consistent with the provisions of CORA.

Certificate Of Completion

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Status: Completed

Subject: Complete with Docusign: 12B. Draft Resolution and Policy Regarding Requests for Public Records ...

Client Name: Vauxmont MD

Client Number: A128604

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Document Pages: 2

Signatures: 2

Envelope Originator:

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Initials: 0

Chelsea Bojewski

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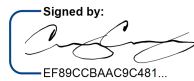
Signer Events

Craig Conway

craig@vauxmontmd.gov

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

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Signature Adoption: Drawn on Device

Using IP Address: 172.59.187.103

Signed using mobile

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Viewed: 12/12/2024 11:49:53 AM

Signed: 12/12/2024 11:50:18 AM

Electronic Record and Signature Disclosure:

Accepted: 12/12/2024 11:49:53 AM

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Peter Schulte

Pete@vauxmontmd.gov

Security Level: Email, Account Authentication
(None)

Signed by:

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Signature Adoption: Pre-selected Style

Using IP Address: 104.28.48.76

Signed using mobile

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Signed: 12/10/2024 2:54:21 PM

Electronic Record and Signature Disclosure:

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In Person Signer Events

Signature

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Editor Delivery Events

Status

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Agent Delivery Events

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Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	12/10/2024 2:54:21 PM
Completed	Security Checked	12/12/2024 11:50:18 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.