

Resolution No. 2018-01-04

RESOLUTION
OF THE
BOARDS OF DIRECTORS
OF THE
HIGHWAY 119 METROPOLITAN DISTRICT NOS. 1-10
ADOPTING THE COLORADO SPECIAL DISTRICT RECORDS RETENTION SCHEDULE

WHEREAS, the Highway 119 Metropolitan District Nos. 1-10 (individually, a “District,” and collectively the “Districts”) were organized pursuant to §§ 32-1-101, *et seq.*, C.R.S., as amended (the “Special District Act”), and is a quasi-municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 32-1-1001(1)(h), C.R.S., the Board of Directors of each of the respective Districts (a “Board”) shall have the management, control and supervision of all the business and affairs of the District; and

WHEREAS, the Districts recognize a need for a comprehensive records retention schedule for each District’s non-permanent records and the retention of those records that have long-term administrative, fiscal and historical value; and

WHEREAS, the Colorado State Archives has developed a state-wide record retention schedule in cooperation with the Colorado Special Districts Association, the Colorado Attorney General’s Office and the State Auditor’s Office for special districts to use and follow; and

WHEREAS, the Districts believe it is important to follow the same schedule for the retention of the Districts’ non-permanent records.

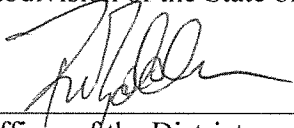
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. ADOPTION OF RECORDS RETENTION SCHEDULE. The Districts hereby adopt the 2008 Colorado Special District Records Retention Schedule, and all subsequent revisions thereto, and authorizes the Districts’ legal counsel to submit the request to the Colorado State Archives for the Schedule to be used as legal authority for the destruction and preservation of the Districts’ records.

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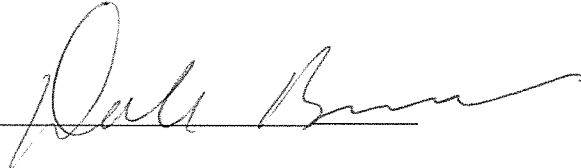
ADOPTED this 25TH day of January, 2018.

HIGHWAY 119 METROPOLITAN
DISTRICT NOS. 1-10, each a quasi-
municipal corporation and political
subdivision of the State of Colorado



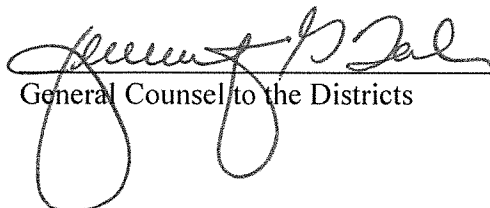
Officer of the Districts

ATTEST:



APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys At Law



General Counsel to the Districts

*Signature page to Resolution Adopting the Colorado Special District Records Retention
Schedule*