

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BASE VILLAGE METROPOLITAN DISTRICT NOS. 1 & 2
ADOPTING THE COLORADO SPECIAL DISTRICT RECORDS RETENTION
SCHEDULE

WHEREAS, the Base Village Metropolitan District Nos. 1 & 2 (the “Districts”) recognizes a need for a comprehensive records retention schedule for the Districts’ 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 important to follow the same schedule for the retention of the Districts’ non-permanent records.

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

1. The Districts hereby adopt the most current Colorado Special District Records Retention Schedule, and all subsequent revisions thereto, and authorize 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 District’s records.

APPROVED AND ADOPTED THIS 28TH DAY OF NOVEMBER, 2012.

BASE VILLAGE METROPOLITAN DISTRICT
NOS. 1 & 2

Officer of the Districts

ATTEST:
