

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

Colorado Open Records Act Rules and Policy

WHEREAS, the GVR Metropolitan District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado located in the City and County of Denver, 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 to – 206, 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 GVR 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 their entirety any and all prior Colorado Open Records Act policies of the District.

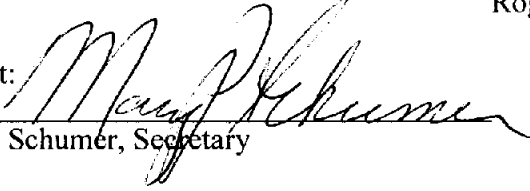
APPROVED AND ADOPTED this 18th day of June, 2014.

GVR METROPOLITAN DISTRICT



Roger Rohrer, President

Attest:



Mary Schumer, Secretary

Exhibit A

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

Requesting Public Records

To request public records, contact the District Manager at 303-307-3240 who will identify the designated custodian for the requested records. Records requests must be in writing and directed to the designated custodian of records. 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	-	\$30/hour

Hourly research and retrieval fees may be adjusted for inflation pursuant to C.R.S. § 24-72-205(b). Other fees may be imposed at the discretion of the records custodian consistent with the provisions of CORA.