

**WOODMEN HILLS METROPOLITAN DISTRICT**  
**RESOLUTION NO. 2018-11-29-3**

**A RESOLUTION DESIGNATING THE OFFICIAL CUSTODIAN OF RECORDS**

**WHEREAS**, the Woodmen Hills Metropolitan District ("District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Colorado Revised Statutes; and

**WHEREAS**, the District was organized pursuant to an Order and Decree of the District Court in and for the County of El Paso, Colorado (the "County") and is located entirely within the County; and

**WHEREAS**, it is the policy of the District that all public records shall be open for inspection by any person at reasonable times, except as otherwise provided by law; and

**WHEREAS**, the Board of Directors of the District ("Board") has a duty to perform certain obligations in order to assure the efficient operation of the District and hereby directs its consultants and employees to take the following actions.

**NOW, THEREFORE**, be it resolved by the Board of the District as follows:

1. Official Custodian
  - a. The Board hereby designates CHRISTINA LEPAGE, as the official custodian for the maintenance, care and keeping of all public records of the District ("Official Custodian"), in accordance with §§ 24-72-202, et seq., C.R.S.
  - b. The Official Custodian shall have the authority to designate such agents as it shall determine appropriate to perform any and all acts necessary to enforce and execute the provisions of this Resolution.
2. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.
3. Effective Date. The provisions of this Resolution shall take effect immediately.

RESOLVED, APPROVED AND ADOPTED THIS 29<sup>TH</sup> DAY OF NOVEMBER, 2018.

WOODMEN HILLS METROPOLITAN  
DISTRICT



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Troy Stinson, Chairman

ATTEST:

Sherry A. Ringen Secretary  
CO-chairman