

RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
HERITAGE TODD CREEK METROPOLITAN DISTRICT  
ADOPTING THE COLORADO SPECIAL DISTRICT RECORDS RETENTION  
SCHEDULE

WHEREAS, the Heritage Todd Creek Metropolitan District (the "District") recognizes a need for a comprehensive records retention schedule for the 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

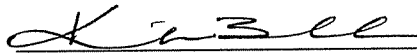
WHEREAS, the District believes it important to follow the same schedule for the retention of the District's non-permanent records.

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

1. The District hereby adopts the 2012 Colorado Special District Records Retention Schedule, and all subsequent revisions thereto, and authorizes the District's 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 District records.

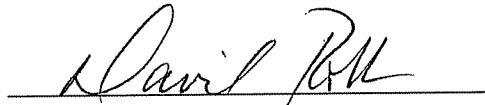
APPROVED AND ADOPTED THIS 17 DAY OF October 2012.

HERITAGE TODD CREEK METROPOLITAN  
DISTRICT



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Officer of the District

ATTEST:

  
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