

# DAWSON RIDGE METROPOLITAN DISTRICT NO. 5 DOUGLAS COUNTY, COLORADO

## 2015 SPECIAL DISTRICT TRANSPARENCY NOTICE

Pursuant to Section 32-1-809, C.R.S.

Address and Telephone Number of Principal Business Office	Dawson Ridge Metropolitan District No. 5 c/o Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104 (303) 688-3045	
District's Physical Location – List each county in which the special district is wholly or partially located.	Douglas County	
Name and Telephone Number of Primary Contact Person(s)	Kathryn T. James District Legal Counsel (303) 688-3045	Carla Hawkins Pinnacle Consulting (970) 669-3611 ext. 104
List Names of District Board Members and Terms of Office  (Check box for any Board Members whose seat will be open at the May 2016 election.)	(1) Thomas J. Mancuso  on 2018 ballot (Term 2014 – 2018) (3) Vacancy <input checked="" type="checkbox"/> on 2016 ballot (term 2016-2018) (5) Vacancy <input checked="" type="checkbox"/> on 2016 ballot (term 2016-2020)	(2) Vacancy <input checked="" type="checkbox"/> on 2016 ballot (Term 2016 – 2018) (4) Vacancy <input checked="" type="checkbox"/> on 2016 ballot (term 2016-2020)
Regular Board Meeting Information	1 <sup>st</sup> Wednesday of each month at 9:30 a.m., at the office of Folkestad Fazekas Barrick & Patoile, P.C., 18 S. Wilcox Street, Suite 200, Castle Rock, CO 80104	
Posting Place for 24-hour Meeting Notice per Colorado Open Meetings Law, per C.R.S. § 24-6-402(2)(c).	See attached Exhibit A.  Undeveloped land.  Castle Rock	
Notice of Proposed Action to Fix or Increase Fees, Rates, Tolls, Penalties or Charges for Domestic Water or Sanitary Sewer Service – Hearing for fee changes per C.R.S. §32-1-1001 (2)(s)(4)	None at this time.	
Current District Mill Levy	45.000	
Total Ad Valorem Tax Revenue Received by District during 2014	\$2.25 (unaudited)	
Date of Next Regular Board Election	May 3, 2016	

C.R.S. §24-72-205	<p>Research and Retrieval Fee:  1<sup>st</sup> Hour - No Charge  2<sup>nd</sup> and subsequent hours, \$30 per hour</p> <p>District Policy Regarding Requests for Public Records is attached as Exhibit B.</p> <p>Contact name: Katie James  Contact phone: 303-688-3045</p>	
Self-nomination forms to be a candidate for District Board may be obtained from:	Name and Contact Info:	Carol T. Reed, Designated Election Official Dawson Ridge Metropolitan District No. 5 c/o Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104 Tel. No.: (303) 688-3045
Board Candidate Self-nomination Forms	Any eligible elector of the special district who desires to be a candidate for the office of special district director must file a self-nomination and acceptance form or letter with the Designated Election Official.	Carol T. Reed, Designated Election Official Dawson Ridge Metropolitan District No. 5 c/o Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104
Deadline for Self-Nomination Forms	Self-nomination and acceptance forms or letters must be filed not less than 67 days before the date of the regular election. (The self-nomination deadline for the 2016 regular election is February 26, 2016.)	Carol T. Reed, Designated Election Official Dawson Ridge Metropolitan District No. 5 c/o Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104
District Election Results will be posted on these websites:	Colorado Secretary of State <a href="http://www.sos.state.co.us">www.sos.state.co.us</a>	There are no additional websites on which the District will post its election results.
Permanent mail-in voter (PMIV) status (for applicable elections)	Absentee voting and Permanent Absentee Voter Status (formerly Permanent Mail-In voter status): Where to obtain and return forms.  Applications for absentee voting or for Permanent Absentee Voter Status are available from and must be returned to the Designated Election Official.	Carol T. Reed, Designated Election Official Dawson Ridge Metropolitan District No. 5 c/o Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104
Notice Completed By:	Carol T. Reed Paralegal Folkestad Fazekas Barrick & Patoile, P.C. 18 S. Wilcox Street, Suite 200 Castle Rock, CO 80104	January 15, 2015

Exhibit A

Posting Place for 24-hour Meeting Notice per Colorado Open Meetings Law, Section 24-6-402(2)(c), C.R.S.

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
DAWSON RIDGE METROPOLITAN DISTRICT NO. 5  
DESIGNATING LOCATION FOR  
POSTING OF 24 HOUR NOTICE FOR YEAR 2014**

WHEREAS, pursuant to C.R.S. §24-6-402(2)(c), the District must designate a public place or places for posting any notice of meeting required to comply with C.R.S. §24-6-402(2)(c), which notice shall include specific agenda information where possible. Such posting place or places shall be designated annually by the Board at its first regular meeting of the calendar year.

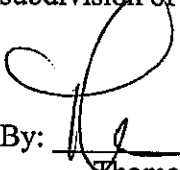
NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DAWSON RIDGE METROPOLITAN DISTRICT NO. 5, DOUGLAS COUNTY, COLORADO THAT:

Section 1: Notices of meetings pursuant to C.R.S. §24-6-402(2)(c), will be posted at least twenty-four (24) hours prior to such meetings at the location shown on the attached Exhibit A – 24 Hour Notice Posting Location for 2014.

Section 2: Ernie Fazekas, District Legal Counsel, or his designee is hereby appointed to post the above referenced notices.

**APPROVED AND ADOPTED**, this 5th day of November, 2014.

DAWSON RIDGE METROPOLITAN DISTRICT  
NO. 5, a quasi-municipal corporation and political  
subdivision of the State of Colorado

By:   
Thomas J. Mancuso, President

**Exhibit A**

**24 Hour Notice Posting Location for 2014**



Exhibit B

District Policy Regarding Requests for Public Records

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF  
DAWSON RIDGE METROPOLITAN DISTRICT NO. 5**

**Colorado Open Records Act Rules and Policy**

WHEREAS, Dawson Ridge Metropolitan District No. 5 (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado located in Douglas County, 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

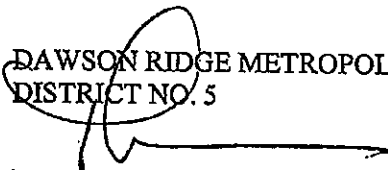
WHEREAS, to provide guidance to persons who submit requests for public records to the District pursuant to CORA, the District desires to adopt a policy regarding requests for public records and the research and retrieval fees that apply when responding to CORA requests; and

NOW THEREFORE, be it resolved by the Board of Directors of Dawson Ridge Metropolitan District No. 5 as follows:

1. The Board adopts the "Policy Regarding Requests for Public Records – Research and Retrieval" attached as Exhibit A to this resolution.

Adopted this 5th day of November, 2014.

DAWSON RIDGE METROPOLITAN  
DISTRICT NO. 5

  
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President, Board of Directors of  
Dawson Ridge Metropolitan District No. 5



## EXHIBIT A

### POLICY REGARDING REQUESTS FOR PUBLIC RECORDS Research and Retrieval

#### Requesting Public Records

To request public records, contact Ernie Fazekas or Katie James at 303-688-3045 who will identify the designated custodian for the requested records. Records requests must be in writing and directed to the designated custodian of records. General emails to the District [or inquiries on the District's website or social media sites] will not be treated as records requests under CORA. 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 <sup>st</sup> Hour	-	No Charge
Second and Each Subsequent Hour	-	\$30/hour

Hourly research and retrieval fees may be adjusted for inflation pursuant to C.R.S. § 24-72-205(6)(b). Other fees may be imposed at the discretion of the records custodian consistent with the provisions of CORA.