

# SPECIAL DISTRICT TRANSPARENCY INFORMATION

Pursuant to section 32-1-809, Colorado Revised Statutes

This information must be provided annually to the eligible electors  
of the district no later than January 15.



Print Page

**\*Note that some information provided herein may be subject to change after the notice is posted.**

User Name:	<input type="text" value="Castle4"/>
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<b>District's Name</b>	
Name:	<input type="text" value="Castle Pines Comm. Metropolitan District No. 4"/>

<b>District's Principal Business Office</b>	
Name:	<input type="text" value="CliftonLarsonAllen LLP"/>
Address:	<input type="text" value="8390 E. Crescent Parkway, Suite 500"/>
City:	<input type="text" value="Grenwood Village, CO"/>
Zip:	<input type="text" value="80111"/>
Telephone:	<input type="text" value="303-779-4525"/>

<b>District's Physical Location</b>	
Counties:	<input type="text" value="Douglas"/>

<b>Primary Contact Person or District Manager</b>	
Name:	<input type="text" value="Denise Denslow"/>
Telephone:	<input type="text" value="303-779-4525"/>

<b>Regular Board Meeting Information</b>	
Location:	<input type="text" value="Alberta Development Partners, LLC"/>
Address:	

5750 DTC Parkway, Suite 210

City: Greenwood Village, CO 80122

Day(s): July 2, 2018 and December 3,2018

Time: 2:15 p.m.

**Posting Place for Meeting Notice**

Location: Light pole in parking lot (south) from McDonalds

Address: 2 light poles in parking of reatlor building

City:

**Notice of Proposed Action to Fix or Increase Fees, Rates, Tolls, Penalties or Charges for Domestic Water or Sanitary Sewer Services**

Location:

Address:

City:

Date:

Notice:

**Current District Mill Levy**

Mills: 51.152

**Ad Valorem Tax Revenue**

Revenue reported may be incomplete or unaudited as of the date this Notice was posted.

Amount (\$) 317,128 (estimated/unaudited)

**Date of Next Regular Election**

Date: May 8, 2018

**Pursuant to 24-72-205 C.R.S**

The district's research and retrieval fee is 30.00 per hour

District Policy:

## RESOLUTION OF THE BOARD OF DIRECTORS

OF THE

CASTLE PINES COMMERCIAL METROPOLITAN DISTRICT NOS. 1-5

Colorado Open Records Act Rules and Policy

WHEREAS, the Castle Pines Commercial Metropolitan District Nos. 1-5 (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 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 Castle Pines Commercial Metropolitan District Nos. 1-5 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").

APPROVED AND ADOPTED this 23rd day of July, 2014.

CASTLE PINES COMMERCIAL

METROPOLITAN DISTRICT NOS. 1-5

resident, Board of Directors of the Castle Pines

Commercial Metropolitan District Nos. 1-5

Attest:

/s/ LA , Q/jj/

Secretary

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Exhibit A

## POLICY REGARDING REQUESTS

FOR PUBLIC RECORDS —

Research and Retrieval

Requesting Public Records

To request public records, contact CliftonLarsonAllen at 303-779-5710 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:

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.

District contact information for open records request:

Denise Denslow  
303-779-4525

**List Names of District Board Members**

**Names of District Board Members**

**Board President**

Name: Peter Cudlip (Chair)

Contact Info: 8390 E. Crescent Parkway, Ste. 500  
Greenwood Villate, CO 80111

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 2**

Name: Bryan McFarland

Contact Info: 8390 E. Crescent Parkway, Ste. 500  
Greenwood Village, CO 80111

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 3**

Name: Vacant

Contact Info:

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 4**

Name: Donald G. Provost

Contact Info: 8390 E. Crescent Parkway, Ste. 500  
Greenwood Village, CO 80111

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 5**

Name:

Contact Info:

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 6 (For 7 Member-Board)**

Name:

Contact Info:

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**Names of District Board Members**

**Board Member 7 (For 7 Member-Board)**

Name:

Contact Info:

Election: Will this office be on the ballot at the next regular election?  
 Yes  No

**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.

**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.

**District Election Results**

The district's election results will be posted on the website of the Colorado Secretary of State ([www.sos.state.co.us](http://www.sos.state.co.us)) and the website indicated below, if any.

Website:

www.sos.co.us

**Permanent Mail-In Voter Status**

Absentee voting and Permanent absentee voter status (formerly Permanent Mail-In voter status): Where to obtain and return forms

CliftonLarsonAllen LLP - see below

Applications for absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official.

Denise Denslow c/o CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Ste. 500, Greenwood Village, CO 80111

**Notice Completed By**

Name:

Kathy Suazo

Title:

District Administrator

Email:

kathy.suazo@claconnect.com

Dated:

January 5, 2018

Close