

**RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
OVERLOOK AT HOMESTEAD METROPOLITAN DISTRICT**

**A Resolution Designating an Official Custodian and a Custodian for Purposes of the  
Colorado Open Records Act, Sections 24-72-200.1 *et seq.*, C.R.S.**

At an organizational meeting of the Board of Directors of the Overlook at Homestead Metropolitan District, El Paso County, Colorado, held at 1:00 P.M., on Thursday, January 23, 2025, via video conference at <https://us06web.zoom.us/j/83017726656?pwd=WAipSBn4LXnWb8LtKeLjMovViFeWpd.1>, and via telephone conference at Dial In: 1-719-359-4580, Meeting ID: 830 1772 6656, Passcode: 212876, at which a quorum was present, the following resolution was adopted:

**WHEREAS**, Overlook at Homestead Metropolitan District (the “District”) is a special district organized and existing pursuant to Sections 32-1-101 *et seq.*, C.R.S.; and

**WHEREAS**, the District is a political subdivision for purposes of the Colorado Open Records Act, Sections 24-72-200.1 *et seq.*, C.R.S., as may be amended from time to time, (“CORA”), as defined in Section 24-72-202(5), C.R.S., and is thus subject to CORA; and

**WHEREAS**, the Board of Directors of the District (the “Board”) wishes to designate an “Official Custodian,” as that term is defined in Section 24-72-202(2), C.R.S., who is responsible for the maintenance, care, and keeping of the District’s public records, regardless of whether the records are in his or her actual personal custody and control; and

**WHEREAS**, the Board wishes to designate a “Custodian,” as that term is defined in Section 24-72-202(1.1), C.R.S., who shall serve as the repository for the District’s public records and shall have personal custody and control of the District’s public records and assist the Official Custodian with the maintenance, care, and keeping of the District’s public records.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF  
OVERLOOK AT HOMESTEAD METROPOLITAN DISTRICT AS FOLLOWS:**

1. The Board, by a vote of 3 to 0, hereby designates the Secretary of the Board, which position is currently held by Charlie Williams, but which may be held by other individuals in the future, as the Official Custodian of the District’s public records for purposes of CORA. This designation of the individual holding the position of Secretary of the Board as the Official Custodian of the District shall continue unless and until the Board amends or repeals this Resolution. Pursuant to Section 24-72-203(1)(a), C.R.S., the Official Custodian may develop rules for the inspection of the District’s public records as are reasonably necessary for the protection of such records and for the prevention of unnecessary interference with the regular discharge of the duties of the Custodian or the Custodian’s office.

2. The Board, by a vote of 3 to 0, hereby designates the District's Manager, which position is currently AJ Beckman of Public Alliance, but which may be held by other individuals or entities in the future, as the Custodian of the District's public records for purposes of CORA. The Custodian shall serve as the repository for the District's public records and shall have personal custody and control of the District's public records and assist the Official Custodian with the maintenance, care, and keeping of the District's public records.
3. All prior acts, orders, or resolutions, or parts thereof, by the District, as well as practices or policies of the District, in conflict with this Resolution, including but not limited to prior or conflicting designations for purposes of CORA, are hereby repealed and superseded by this Resolution.

**[Remainder of page intentionally left blank.]**

ADOPTED, APPROVED, AND MADE EFFECTIVE the 23<sup>rd</sup> day of JANUARY, 2025.

OVERLOOK AT HOMESTEAD METROPOLITAN DISTRICT

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*Andrew Biggs*  
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By: Andrew Biggs  
Its: President

ATTEST:

DocuSigned by:  
*Charlie Williams*  
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By: Charlie Williams  
Its: Secretary