

Willows Water District

Pursuant to section 32-1-809, Colorado Revised Statutes for Transparency Notices may be filed with Special District Association of Colorado. This information must be provided annually to the eligible electors of the district no later than January 15 of each year.

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

District's Principal Business Office

Company	Willows Water District
Contact	Randy Mitchell
Address	6930 S Holly Circle, Centennial, Colorado 80112
Phone	303-770-8625

District's Physical Location

Counties	Arapahoe
-----------------	----------

Regular Board Meeting Information

Location	Willows Water District
Address	6930 S Holly Circle, Centennial, Colorado
Day(s)	4th Thursday except Nov/Dec on 3rd Thursday
Time	7:30 am

Posting Place for Meeting Notice

Location	Willows Water District / Website
Address	6930 S Holly Circle, Centennial, Colorado

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

Location	Willows Water District
Address	6930 S Holly Circle, Centennial, Colorado
Date	October 28 & November 18, 2021

Notice

NOTICE OF MEETINGS RELATING TO FIXING OR INCREASING THE DISTRICT FEES, RATES, TOLLS, PENALTIES OR CHARGES WILLOWS WATER DISTRICT ARAPAHOE COUNTY, COLORADO NOTICE IS HEREBY GIVEN that the Board of Directors (the "Board") of Willows Water District (the "District"), Arapahoe County, Colorado, will meet on Thursday, October 28 and Thursday, November 18, 2021, at 7:30 a.m., at the office of the District located at 6930 S. Holly Circle, Centennial, Colorado. Alternatively, by Zoom meeting. Please contact the office prior to the meeting date to confirm whether in-person or Zoom meeting. At such meeting, the Board of the District will consider fixing or increasing the District fees, rates, tolls, penalties and/or charges related to domestic water service. The Board will also take up such other business as may come before the Board. The meeting is open to the public. This notice is given by order of the Board of the District, and in accordance with Section 32-1-1001(2)(a), C.R.S. Dated this 6th day of October, 2021. BOARD OF DIRECTORS WILLOWS WATER DISTRICT

Current District Mill Levy

Mills	3.659
--------------	-------

Ad Valorem Tax Revenue

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

Amount(\$)	1,102,112
-------------------	-----------

Date of Next Regular Election

Date	05/02/2023
-------------	------------

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

The district's research and retrieval fee is **\$33.58** per hour

District Policy

WILLOWS WATER DISTRICT

POLICY FOR ACCESS TO PUBLIC RECORDS

This policy is adopted to protect District records and prevent unnecessary interference with the regular discharge of the District's duties, as allowed by the Colorado Open Records Act, C.R.S. 24-72-203, and define the method by which the legal obligation of the District to provide public access to its records and requests for information will be handled. The following guidelines will dictate the answering of public information requests:

- 1) Inspection of Public Records. All public records of the District shall be open for inspection at the times designated herein, unless prohibited by the provisions of Part 2 of Title 24, Article 72 (Open Records Act) or policies adopted by the Board of Directors in conformance with the Open Records Act.
- 2) Official Custodian. The Official Custodian under the Open Records Act is designated by the Districts Board of Directors. The District Manager is currently the Official Custodian.
- 3) Request for Inspection. Request for inspection and copying of any public records of the District shall be made to the Official Custodian in writing and shall set forth the particular documents or record desired to be inspected or copied. If such document or record is available for inspection and copying, the Official Custodian will notify the applicant of the date, time and location where the material can be inspected or copied. The records will be available for inspection and copying within three working days of the request, unless the Official Custodian determines in writing that extenuating circumstances exist, in which case the records will be available for inspection within seven working days of the request. If such public record is not available in the District's office, the applicant will be promptly notified of this fact.
- 4) Times for Inspection. Inspection of the District's public records shall be made, where permitted by law, at the District's office during the hours from 9:00 a.m. to 4:00 p.m., Monday through Friday, except on holidays, at an hour specifically set by the Official Custodian for each particular request for inspection.
- 5) Copies, Print-Outs, or Photographs of Public Records. In a case where a person has a right to inspect a public record of the District under the control of the Official Custodian and requests in writing that the District furnish copies, print-outs or photographs thereof, the Official Custodian will notify the applicant if such record is available for copying, and may furnish such copies, print-outs or photographs for a fee which shall not exceed Twenty-five cents (\$.25) per standard page or the actual cost of providing a copy, printout, or photograph of a public record in a format other than a standard page, unless a higher fee is permitted by the Open Records Act.
- 6) Requests Requiring Research or Retrieval. If an applicant requests public records of the District that require research or retrieval, the District may impose a fee of thirty dollars (\$30.00) per hour for time expended conducting research and retrieval or such higher fee permitted by the Open Records Act. The District will not impose a charge for the first hour of time expended in connection with the research and retrieval of public records.
- 7) Exemptions. No person shall be permitted to inspect or copy any records of the District if, in the opinion of the Official Custodian after consultation with the District's general counsel, such inspection or copying would come within the prohibition of one or more exemptions set forth in the Open Records Act.

Policy established by the District Manager, Official Custodian for Public Records (see Resolution dated July 16, 2004).

WILLOWS WATER DISTRICT

District Manager

District contact information for open records request:

Randy Mitchell

Names of District Board Members

Board President

Name

William E. Tanis

Contact Info

303-770-8625

Election

No, this office will not be on the next regular election ballot

Board Member 2

Name

Douglas J. Grogan

Contact Info

303-770-8625

Election

Yes, this office will be on the next regular election ballot

Board Member 3

Name

Joseph S. McConnell

Contact Info

303-770-8625

Election

No, this office will not be on the next regular election ballot

Board Member 4

Name

Linda D. Embree

Contact Info

303-770-8625

Election

No, this office will not be on the next regular election ballot

Board Member 5

Name

William C. Silkman

Contact Info

303-770-8625

Election

Yes, this office will be on the next regular election ballot

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) and the website indicated below, if any.

Website www.willowswater.org

Permanent Mail-In Voter Status

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

Willows Water District 6930 S Holly Circle Centennial, CO 80112

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

Notice Completed By

Name	Randy Mitchell
Company/District	Willows Water District
Title	District Manager
Email	rmitchell@willowswater.org
Dated	09/01/2022