

# 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

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

## District's Physical Location

<b>Counties</b>	Arapahoe
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## Regular Board Meeting Information

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

## Posting Place for Meeting Notice

<b>Location</b>	Willows Water District / Website
<b>Address</b>	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

<b>Location</b>	Willows Water District
<b>Address</b>	6930 S Holly Circle, Centennial, Colorado
<b>Date</b>	September 23,2025

### **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 23, 2025, at 7:30 a.m., at the office of the District located at 6930 S. Holly Circle, Centennial, Colorado. 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 22nd day of September, 2025. BOARD OF DIRECTORS WILLOWS WATER DISTRICT

### Current District Mill Levy

<b>Mills</b>	3.872
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### Ad Valorem Tax Revenue

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

<b>Amount(\$)</b>	1,383,016
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### Date of Next Regular Election

<b>Date</b>	05/04/2027
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Pursuant to 24-72-205 C.R.S

The district's research and retrieval fee is **\$41.37** 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 forty-one dollars and thirty-seven cents (\$41.37) 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** Linda D. Embree

**Contact Info** 303-770-8625

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

### **Board Member 2**

**Name** Mark A. Gotto

**Contact Info** 303-770-8625

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

### **Board Member 3**

**Name** Douglas J. Grogan

**Contact Info** 303-770-8625

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

### **Board Member 4**

**Name** John M. Canuel

**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 current 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.willowswater.org](http://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](mailto:rmitchell@willowswater.org)

**Dated**

01/08/2026