

Northern Douglas County Water and Sanitation 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 | CliftonLarsonAllen LLP |
| Contact | Nicholas Carlson |
| Address | 8390 East Crescent Parkway, Suite 300, Greenwood Village, Colorado 80111 |
| Phone | 303-779-5710 |

District's Physical Location

| | |
|-----------------|----------------|
| Counties | Douglas County |
|-----------------|----------------|

Regular Board Meeting Information

| | |
|-----------------|--|
| Location | CliftonLarsonAllen LLP and/or virtually via video and audio means |
| Address | 8390 East Crescent Parkway, Suite 300, Greenwood Village, Colorado 80111 |
| Day(s) | Fourth Tuesday of Each Month |
| Time | 8:30 a.m. |

Posting Place for Meeting Notice

| | |
|-----------------|---|
| Location | Website: www.ndcwater.org Designated 24 hour posting location for notices that are not otherwise posted under Title 32, C.R.S.: 7-Eleven, located at 8380 S. Colorado Blvd. |
| Address | Highlands Ranch, Colorado |

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

Location
Address
Date

Notice

Current District Mill Levy

Mills 12.806 for collection in 2025

Ad Valorem Tax Revenue

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

Amount(\$) 1,754,152 received in 2024 (estimated/unaudited)

Date of Next Regular Election

Date 05/06/2025

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

The district's research and retrieval fee is **\$41.37** per hour

District Policy

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT

Colorado Open Records Act Rules and Policy

WHEREAS, the Northern Douglas County Water and Sanitation District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado located in the County of Douglas, 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 Northern Douglas County Water and Sanitation District 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").
2. The CORA Policy adopted pursuant to this resolution shall supersede in their entirety any and all prior Colorado Open Records Act policies of the District.

APPROVED AND ADOPTED this 26th day of November, 2024.

NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT

Eric Keesen, President

Attest: Michael Perlman

Secretary or Assistant Secretary

Exhibit A

POLICY REGARDING REQUESTS FOR PUBLIC RECORDS – Research and Retrieval

Requesting Public Records

To request public records, contact CliftonLarsonAllen, LLP at 303-779-4525 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:

1st Hour - No Charge

More than 1 Hour - \$41.37/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:

Nicholas Carlson

Names of District Board Members

Board President

Name Eric Keesen, President/ Chairman
Contact Info 8390 E. Crescent Pkwy, Ste. 300, Greenwood Village,
CO 80111 303-779-5710
nicholas.carlson@claconnect.com
Election **Yes**, this office will be on the next regular election
ballot

Board Member 2

Name Michael Perlman, Secretary
Contact Info 8390 E. Crescent Pkwy, Ste. 300, Greenwood Village,
CO 80111 303-779-5710
nicholas.carlson@claconnect.com
Election **No**, this office will not be on the next regular
election ballot

Board Member 3

Name Vacant
Contact Info
Election **Yes**, this office will be on the next regular election
ballot

Board Member 4

Name Blair Zimmerman, Vice-President/Assistant Secretar
Contact Info 8390 E. Crescent Pkwy., Ste. 300, Greenwood

Village, CO 80111 303-779-5710
nicholas.carlson@claconnect.com

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

Board Member 5

Name Thomas Cisek, Treasurer

Contact Info 8390 E. Crescent Pkwy., Ste. 300, Greenwood Village, CO 80111 303-779-5710
nicholas.carlson@claconnect.com

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) and the website indicated below, if any.

Website www.sos.state.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.

Catherine T. Bright DEO for Northern Douglas County Water & Sanitation District c/o Seter, Vander Wall & Mielke, P.C., 7400 E. Orchard Road, Suite 3300, Greenwood Village, CO 80111, Phone: (303)-770-2700, Email: cbright@svwpc.com

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

Catherine T. Bright DEO for Northern Douglas County Water & Sanitation District c/o Seter, Vander Wall & Mielke, P.C., 7400 E. Orchard Road, Suite 3300, Greenwood Village, CO 80111, Phone: (303)-770-2700, Email: cbright@svwpc.com

Notice Completed By

Name

Marlena Brzeska-Cloyd

Company/District

CLA

Title

District Administrator

Email

marlena.brzeska-cloyd@claconnect.com

Dated

01/09/2025