

**NOTICE TO ELECTORS
SPECIAL DISTRICT TRANSPARENCY NOTICE – 2024
Pursuant to CRS 32-1-809**

This information must be provided to the eligible electors of the district between November 16 and January 15.

Legal Name of Special District	Windsor Highlands Metropolitan District No. 4	
District’s Principal Business Office	Address: 6795 Crystal Downs Drive, Windsor CO 80550 Telephone Number: 970.233.5473	
Manager or Primary Contact Person	Name: Guy Johnson Telephone Number: 970.233.5473 E-Mail Address: manager@windsorhighlandsmetrodistrict.com	
District’s Website Address (required if choosing to post meeting notices online per HB 19-1087)	https://windsorhighlandsmetrodistrict.com/	
Physical Location (County and Municipality)	County: Town of Windsor, Larimer County	
Regular Board Meeting Information	Location: Club House Address: 6795 Crystal Downs Drive City, State: Windsor, CO 80550 Day(s): Bi-annually in March and December (dates TBD) Time: 4:00 PM	
Posting Place for Meeting Notice <i>(Website and Physical Address if the District does not have a website, or the website is unavailable)</i>	Website URL: https://windsorhighlandsmetrodistrict.com/ Physical Location, if website unavailable: Southeast Corner of Crystal Downs Drive and Highlands Meadows Parkway.	
Notice of Proposed Action to Fix or Increase Fees, Rates, Tolls, Penalties or Charges for Domestic Water or Sanitary Sewer Services Hearing for fee changes per CRS 32-1-1001(2)(s)(4)	Location: N/A Address: City: Date: Notice:	
Research and Retrieval of Public Records Notice per CRS 24-72-205(6)	Fee per hour: District Policy: Contact Name: Telephone Number:	\$33.58 for each hour after the first hour (no charge for the first hour) Contact the person named below regarding the Board’s policy for research and retrieval of the District’s public records. Guy Johnson 970.233.5473
Current District Mill Levy	Mills for levy in year 2023 for collection in 2024: 41.582	
Ad Valorem Tax Revenue	Amount of total ad valorem tax revenue received by the district in the previous year: (2023 unaudited) \$456,401	
Names of Board Members	(1) Mary Stover, President Contact information: manager@windsorhighlandsmetrodistrict.com <input type="checkbox"/> This office is not on the ballot at the next regular election. OR: This office included on next regular election ballot for a <input checked="" type="checkbox"/> Four-year term <input type="checkbox"/> Two-year term	(2) Gerald Helton Contact information: manager@windsorhighlandsmetrodistrict.com <input checked="" type="checkbox"/> This office is not on the ballot at the next regular election. OR: This office included on next regular election ballot for a <input type="checkbox"/> Four-year term <input type="checkbox"/> Two-year term
	(3) Greg Michalik Contact information: manager@windsorhighlandsmetrodistrict.com <input type="checkbox"/> This office is not on the ballot at the next regular election. OR: This office included on next regular election ballot for a <input checked="" type="checkbox"/> Four-year term <input type="checkbox"/> Two-year term	(4) Chris Coan Contact information: manager@windsorhighlandsmetrodistrict.com <input checked="" type="checkbox"/> This office is not on the ballot at the next regular election. OR: This office included on next regular election ballot for a <input type="checkbox"/> Four-year term <input type="checkbox"/> Two-year term
	(5) Richard Koza Contact information: manager@windsorhighlandsmetrodistrict.com <input type="checkbox"/> This office is not on the ballot at the next regular election. OR: This office included on next regular election.	

	election ballot for a <input type="checkbox"/> Four-year term <input checked="" type="checkbox"/> Two-year term	
For seven-member boards:	(6) n/a	(7) n/a
Date of Next Regular Election	May 6, 2025	
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 (or the Board Chair or Secretary if no DEO). (per C.R.S. 1-13.5-303)		
Deadline for Self-Nomination Forms: Self-nomination and acceptance forms must be filed not less than 67 days before the date of the regular election. (The self-nomination deadline for the 2025 regular election is February 28, 2025, no later than 5:00 p.m.)		
District Election Results: Posted on the website of the Department of Local Affairs https://dola.colorado.gov/lgis/		
Permanent Mail-In Voter (PMIV) status (for applicable elections): Absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official. (per C.R.S. 1-13.5-1003)		
Designated Election Official	Name: Courtney Linney Address: c/o Spencer Fane LLP, 1700 Lincoln Street, Ste. 2000, Denver, CO 80203 Phone: 303.839.3778	
Notice Completed By:	Guy Johnson, Manager	Date of Notice: April 23, 2024

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

File copy of this Notice with:

- Clerk and Recorder of each county in which the district is wholly or partially located
- Assessor of each county in which the district is wholly or partially located
- Treasurer of each county in which the district is wholly or partially located
- Board of commissioners of each county in which the district is wholly or partially located
- Governing body of any municipality in which the district is wholly located
- Division of Local Government
- District's principal business office where it shall be available for public inspection

¹ Notice must be provided in one or more of the following manners:

- a) Mail Notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed Notices, so long as the information regarding each district is separately displayed and identified);
- b) Include Notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other Notice of election, or other informational mailing sent by the district to the eligible electors;
- c) Post Notice on district's official website (Note: You must also provide the Division of Local Government (<http://www.colorado.gov/dola>) with the address of your district's website in order to establish a link on the DLG's site. Please use our Contact Update form available on our website or by request.);
- d) Post Notice on website of the Special District Association of Colorado (<http://www.sdaco.org>) (Note: Your district must be an SDA member. Send Notice to SDA by mail or electronic transmission); or
- e) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the Notice in at least three public places within the limits of the special district and, in addition, posting a Notice in the office of the county clerk and Recorder of the county in which the special district is located. Such Notices shall remain posted until the Tuesday succeeding the first Monday of the following May.