

2025 Niwot Sanitation District Transparency Notice

District Contact Information

- **Address:** Niwot Sanitation District, 7395 N. 95th Street, Niwot, CO 80504
- **Contact Person:** Michele Funk, Office Manager
- **Phone:** [303-652-2525](tel:303-652-2525)
- **Email:** Contact the Office Manager at admin@niwotsanitation.gov
- **Website:** [Niwot Sanitation District Website](#)

Board Meeting Schedule

- **Time and Place:** Second Friday of each month at 8:00 a.m., District Office, 7395 N. 95th Street, Niwot, CO 80504
- **Meeting Notice Posting:**
 - Online: [Niwot Sanitation District Website](#)
 - Physical Location: if, for any reason, the website is not available, then we will post meeting notices at the Niwot Post Office, located at 150 Murray Street, Niwot, CO 80544

Financial Information

- **District Mill Levy:** \$0.00
- **Total Property Tax Revenue Received in 2024:** \$0.00

Colorado Open Records Act (CORA) Requests

- **Fees:**
 - Research and retrieval: No charge for the first hour, \$41.37 per hour thereafter
 - Copying: \$0.25 per page
- **Request Process:** Contact Michele Funk at [303-652-2525](tel:303-652-2525) or admin@niwotsanitation.gov. CORA request forms are available in accessible formats upon request.

District Elections

- **Regular Election Schedule:** Held in May of odd-numbered years on the Tuesday following the first Monday of the month to elect board members and address public questions.
- **Next Regular Election:** May 4, 2027
- **Election Results:** Posted on these websites:
 - [Special District Association](#)

- [Colorado Department of Local Affairs](#)

Self-Nomination for Board Membership

- **Eligibility:** Any eligible elector of the Niwot Sanitation District may run for a board director position.
- **Process:** Submit a self-nomination and acceptance form to the Designated Election Official (DEO), or the Board Chair or Secretary if no DEO is appointed.
- **Deadline:** Forms must be received by the close of business on the 67th day prior to the election (February 26, 2027, for the May 4, 2027 election).
- **Contact:** Request forms from Michele Funk at [303-652-2525](tel:303-652-2525) or admin@niwotsanitation.gov. Forms are available in accessible formats upon request.

Board of Directors

- **James Jones** – President
 - **Email:** Email James Jones, director1@niwotsanitation.gov
 - **Term:** On the ballot at the next regular election (May 4, 2027)
- **Jennifer Uhland** – President Pro-Tem
 - **Email:** Email Jennifer Uhland, director2@niwotsanitation.gov
 - **Term:** On the ballot at the next regular election (May 4, 2027)
- **Randy Lutz** – Treasurer
 - **Email:** Email Randy Lutz, director3@niwotsanitation.gov
- **Jan Swanson** – Director at Large
 - **Email:** Email Jan Swanson, director4@niwotsanitation.gov
 - **Term:** On the ballot at the next regular election (May 4, 2027)
- **Richard Piland** – Director at Large
 - **Email:** Email Richard Piland, director5@niwotsanitation.gov

Accessibility Information

- **Feedback:** For accessibility concerns or accommodations, contact Michele Funk at [303-652-2525](tel:303-652-2525) or admin@niwotsanitation.gov.