

**RECORD OF PROCEEDINGS**  
**MINUTES OF A REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS OF**  
**BANCROFT-CLOVER WATER AND SANITATION DISTRICT**

**HELD:** Monday, February 23, 2026, at 6:00 p.m.  
Headquarters Office Building, Board Room  
900 South Wadsworth Blvd.  
Lakewood, Colorado 80226

**ATTENDANCE:**

A regular meeting of the Board of Directors of Bancroft-Clover Water and Sanitation District, Jefferson County, Colorado was called and held in person and by teleconference and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

The following directors were present:

Sean Wells-President  
Jim Ris - Treasurer  
Julie Jakicic- Secretary (via teleconference)  
Michelle Norris – Assistant Secretary  
Del Smith - Assistant Secretary

Also present: Laura Heinrich, District Counsel; Tim Lowe, General Manager; Gilberto Najera, Field Manager; Bethany Pas-Flythe, District Accountant; Sylvia Vigil, Office Manager; Wade Wheatlake, District Engineer.

**CALL TO ORDER:**

President Wells noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors of the Bancroft-Clover Water and Sanitation District and called the meeting to order at 6:00 p.m.

**APPROVAL OF AGENDA:**

Upon motion duly made, seconded, and unanimously approved, the Board approved the agenda as presented.

## **RECORD OF PROCEEDINGS**

February 23, 2026

Bancroft-Clover Water and Sanitation District

Page 2 of 5

### **DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:**

It was noted that general disclosure statements had been filed on behalf of the members of the Board of Directors with the Office of the Colorado Secretary of State at least 72 hours in advance of the meeting in accordance with statute. Ms. Heinrich noted that there were no new verbal disclosures of conflict of interest made by the Directors present at the meeting prior to action being taken.

### **COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:**

President Wells issued an invitation to receive comments from customers, consultants, managers. There was no response.

### **MINUTES:**

Mr. Lowe presented the minutes of the January 26, 2026, regular meeting. The minutes were approved as amended. The minutes were amended to add the word “of” to the last line of the Metro Water Recovery Report item. The line now reads”... solicited interest in a tour *of* Metro’s Robert W. Hite Treatment facility later this spring.”

### **FINANCIAL STATEMENTS:**

Ms. Pas-Flythe presented to the Board the financial statements for the period ending January 31, 2026. After discussion, and upon motion duly made and seconded, the Board accepted the financial statements as presented.

### **FINANCIAL CASH FLOW SUMMARY:**

Ms. Vigil presented the monthly cash flow summary and payables through January 31, 2026. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

### **FIELD MANAGER’S REPORT:**

Mr. Najera presented the monthly report on field activities for January and February. He noted that the valve maintenance and flushing programs were ahead of schedule due to the warm weather.

## **RECORD OF PROCEEDINGS**

February 23, 2026

Bancroft-Clover Water and Sanitation District

Page 3 of 5

### **GENERAL MANAGER'S REPORT:**

Mr. Lowe presented the general manager's report for January 2026. He discussed the reinvestment of reserve funds which matured on February 15, 2026. The funds will be held in the District's Colotrust account until the short-term yields converge with the 2-3 Treasury yields.

Mr. Lowe gave an update on administrative building projects. The heating system upgrades are still underway and are scheduled to be in service in March. Also presented was a scaled down audio-visual proposal for the boardroom. The Board approved of the AV concept proposed.

Also discussed were the current snowpack conditions in the mountain watersheds. With snowpack well below normal, the Board requested that Mr. Lowe prepare cashflow projections which contemplate drought restrictions and lower demand.

### **ENGINEERING REPORT:**

Mr. Wheatlake presented the monthly engineering report on current projects dated February 23, 2026. Mr. Wheatlake gave a summary of the recent capital subcommittee meeting where the draft Exponent report was reviewed. After discussion, the Board requested the final report be sent to the Board and additional materials be prepared for the next sub-committee meeting.

Mr. Wheatlake then discussed proposed sewer bypass line near S. Garrison St. and W. Tennessee Ave. Additional scenarios are being developed and will be presented to the Board as they mature. During discussion, the Board requested educational materials be prepared for the public to explain the rules and prohibitions of connecting sump pumps to the district sanitary sewer.

### **LEGAL REPORT:**

Ms. Heinrich reported that there were no new legal updates.

## **RECORD OF PROCEEDINGS**

February 23, 2026

Bancroft-Clover Water and Sanitation District

Page 4 of 5

### **METRO WATER RECOVERY REPORT:**

Mr. Smith reported that there were no new updates on Metro Water Recovery activities. Director Smith reported that Metro is investigating methods of using thermal heat from sewer interceptors to heat some buildings downtown and around Elitch's. By removing the heat from the mains Metro will not have to remove the heat during waste processing and before the flows are returned to the river.

### **ACTION ITEMS:**

#### 1- Contract Award For 2026 CIPP Sewer Rehabilitation

Mr. Wheatlake presented the bid tabulation for the 2026 CIPP project. There were three responsive bidders and Mr. Wheatlake recommended that contract be awarded to the lowest bidder, Mocon Pacific, Inc. Upon motion duly made, seconded, and approved, the Board approved the award of the contract to Mocon Pacific, Inc. The Board directed Mr. Wheatlake to prepare the contract documents in the amount of \$1,114,909.45 for signature at the next meeting.

### **NEW BUSINESS**

None

### **OLD BUSINESS**

None

### **EXECUTIVE SESSION:**

Upon motion duly made, seconded, and unanimously approved, the Board entered into Executive Session at 7:23 p.m. pursuant to C.R.S. 24-6-402(4)(f), to discuss personnel matters regarding the General Manager. President Wells ended the Executive Session at 7:38 p.m., confirming that no action was taken in the Executive Session.

### **NEW BUSINESS:**

The Board of Directors approved the compensation package for the General Manager effective January 1, 2026, as discussed in the Executive Session.

**RECORD OF PROCEEDINGS**

February 23, 2026

Bancroft-Clover Water and Sanitation District

Page 5 of 5

**ADJOURNMENT**

On motion duly made, seconded, and unanimously carried, at 7:49 p.m. President Wells adjourned the meeting.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of the Bancroft-Clover Water and Sanitation District.

/S/ Julie Jakicic

Secretary of the District