

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

HELD: Monday, May 18, 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 (via teleconference)
Jim Ris - Treasurer
Julie Jakicic – Assistant Secretary
Delbert Smith – Assistant Secretary – Absent and excused
Michelle Norris - Assistant Secretary

Also present: Bethany Pas-Flythe, District Accountant, Gilberto Najera, Field Manager, Nicole Peykov, District Counsel, Sylvia Vigil, Office Manager, Wade Wheatlake, District Engineer.

CALL TO ORDER:

Assistant Secretary Julie Jakicic 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:

Following discussion, and upon motion duly made, seconded, and unanimously approved, the Board approved the agenda as presented.

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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. Peykov 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:

Assistant Secretary Jakicic issued an invitation for comments from customers, consultants, managers. There was no response.

APPROVAL OF PREVIOUS MINUTES:

Mr. Najera presented the minutes of April 20, 2026, a regular board meeting. A correction to the previous minutes was requested. The “quotation was backwards” on third page under minutes. The minutes were approved as amended.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending April 20, 2026. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Vigil presented to the Board the monthly cash flow summary and payables through April 20, 2026. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

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FIELD MANAGER REPORT:

Mr. Najera presented his monthly report on field activities for March and April 2026. Mr. Najera noted a watermain break that occurred at 5831 W. Atlantic Place, C&L located the leak in the 1.5-inch service line and repaired it replacing 4 feet of 1.5-inch copper pipe and installing two new connectors. As of April 2026, a total of 455 meters were replaced.

GENERAL MANAGER'S REPORT:

Mr. Najera presented the general manager's report for April 2026. The Shop Heating System project is near completion, Columbine Engineering identified three punch list items the first item is re-pipe the hot water return to the boiler, charge the chemical feeder with rust inhibitor and seal the pipe installation on several of the endcaps. All the items will be fixed by May 20, 2026.

Building Renovation project revisions were submitted and the architect will update the changes and submit them to the City of Lakewood building department. Tim is in the process of interviewing project management firms to oversee the building renovation project.

On May 15, 2026, a \$2.475M Treasury note matured. The note will be re-invested into January 2029 or November 2029 ladder position depending on yield at the beginning of June 2026.

There has been an increase in vagrant trespassing at the main office property. Staff will continue to monitor if the cut back on brush around the office will detour these folks over the next month.

ENGINEERING REPORT:

Mr. Wheatlake presented the monthly engineering report on current projects dated May 2026. He noted that the pipe assessment committee met last month refining the data it looks like the project information will be completed over the next week. The 2025 CIPP closed out with a change order for a credit of \$135,600.00.

LEGAL REPORT:

Ms. Peykov presented her monthly legal report.

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METRO WATER RECOVERY REPORT:

No new updates.

ACTION ITEMS:

Change Order for 2025 Sanitary Sewer 2025 CIPP Rehabilitation.

Mr. Wheatlake presented a change order for the 2025 Sanitary Sewer CIPP Rehabilitation Project. Following discussion and motion duly made, and seconded, the Board unanimously approved the deductive change order for (\$135,600.00) bringing the total contract amount to \$946,172.14.

NEW BUSINESS

None

OLD BUSINESS

None

ADJOURNMENT:

On motion duly made, seconded, and unanimously carried, at 6:37 p.m. Assistant Secretary Jakicic 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.

Secretary of the District