RECORD OF PROCEEDINGS

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

HELD: Monday, September 21, 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:
Jim Ris - Treasurer
Julie Jakicic – Assistant Secretary
Delbert Smith – Assistant Secretary (via teleconference)
Michelle Norris - Assistant Secretary

President Sean Wells was absent and excused

Also present: Tim Lowe, General Manager; Bethany Pas-Flythe, District Accountant, Nicole Peykov, District Counsel, Sylvia Vigil, Office Manager, Wade Wheatlake, District Engineer

CALL TO ORDER:

Secretary Norris 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 6:05 p.m.

APPROVAL OF AGENDA:

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

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:

Secretary Norris issued an invitation for comments from customers, consultants, managers. Secretary Norris commented that she found the SDA conference a valuable event and she was grateful to have attended.

APPROVAL OF PREVIOUS MINUTES:

Mr. Lowe presented the minutes of August 17, 2026, a regular board meeting. Upon motion duly made, seconded, and unanimously approved, the Board approved the minutes as amended. The minutes were amended to add a space in the last line of page two between the number 1,177 and the word “for”.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending August 31, 2026. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Vigil presented the monthly cash flow summary and payables through August 2026. Discussion followed regarding the increase in the current past due amount and the availability of outside resources for customer assistance. Upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

FIELD MANAGER REPORT:

Mr. Lowe presented the monthly report on field activities for August and September 2026. Mr. Lowe reported that an additional 366 water meters were replaced, bringing the total to 1,513 for the year. Discussion followed regarding data collected during two recent water breaks.

Mr. Lowe also reported that a provisional lease for backup generators was put in place in case of power outages at the pump stations.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented the general manager's report for August 2026. Denver Water's contractor, Miller Pipeline, is working in the District to survey suspected lead service lines. Miller will be investigating 61 properties and will begin replacement of confirmed lead service lines in October.

The Denver Water Board had the first reading of rates on September 9, 2026. Rates for the District are expected to increase 10.5% for 2027. Denver Water is also considering steepening tiers 2 & 3 and increasing the fixed charge from 21 to 25%.

At the first reading of rates, Denver Water staff also presented drought rates. Two additional rates were presented, a Drought Stage 1 rate and a Drought Stage 1-day a week watering rate. If passed, the drought rates will allow the Denver Water Board to react more quickly to a continuing or worsening drought by removing the contractual 35-day notice period.

For the month of August, the drought surcharges paid to Denver Water were $170,113 and the drought charges collected from District customers were $167,984. Year-to-date totals are $607,613 paid and $548,609 collected.

Mr. Lowe also discussed the assumptions that will be used to create the draft 2027 budget.

ENGINEERING REPORT:

Mr. Wheatlake presented the monthly engineering report. Mocon is continuing its work on the 2026 CIPP program completing approximately 46% of the line segments as of the end of August. It was also reported that developer was investigating a potential project at 777 S. Wadsworth Blvd.

LEGAL REPORT:

Ms. Peykov presented her monthly legal report for the month of August.

METRO WATER RECOVERY REPORT:

Mr. Smith reported that there were no items of Metro business.

ACTION ITEMS:

7777 W. Jewell Ave. Easements – Mr. Lowe presented easements for the townhome project at 7777 W. Jewell Ave.

After discussion and upon motion duly made, seconded, and unanimously approved, the Board approved the easements.

Administration Building Fencing Proposals – Mr. Lowe presented the results of the updated proposals for fencing on the south side of the Administration building property.

After discussion and upon motion duly made, seconded, and unanimously approved, the Board contracting with Denver Fence to install the fencing for $10,185.00.

NEW BUSINESS

Mr. Lowe discussed meetings of the administration building renovation sub-committee and the proposals received for the project. The sub-committee determined that the project designer, Design Studio Architects, was best positioned to complete the owner's representative role and authorized the general manager to begin negotiation of the contract terms to include more specificity in the scope of work. Once completed, the agreement will be presented to the District Board for approval.

OLD BUSINESS

None

ADJOURNMENT:

On motion duly made, seconded, and unanimously carried, at 7:43 p.m. Secretary Norris 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