

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE APPLEWOOD SANITATION DISTRICT

Held: 6:00 p.m. on Wednesday, April 8, 2026, at 15707 W. 26th Avenue, Golden, Colorado and remotely via Zoom.

Attendance The regular meeting of the Board of Directors (“Board”) of the Applewood Sanitation District (“District”) was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors were in attendance:

Garret “Cody” Berg, President & Treasurer
Jessica Raths, Secretary
Barbara Panian, Assistant Secretary
Casey Dick, Director
Donna Walker, Director

Also present: James Landry, Engineer, RG & Associates, LLC (“RGA”); Michael Bakarich, CPA, Morain Bakarich; James Silvestro, Ireland Stapleton Pryor & Pascoe, PC. (“Ireland Stapleton”); and Briana Gerou, District Manager, Rooted Flow Management & Consulting.

Call to Order Director Berg presided as Chair of the meeting, noted that a quorum of the Board was present with all five Directors, verified that notice of the meeting was posted on the District’s website, and noted that the Directors had confirmed their qualifications to serve, and therefore called the meeting to order at approximately 6:07 p.m.

Approve Agenda The meeting agenda was reviewed by the Board. There were no changes to the proposed agenda. Motion made to approve the agenda by Director Panian, seconded by Director Walker, and unanimously carried; the agenda was approved.

Meeting Minutes The Minutes of the Board of Directors regular meeting held on Wednesday, March 11, 2026, were reviewed by the Board. Upon a Motion duly made by Director Panian, seconded by Director Raths and unanimously carried, the Minutes were approved.

Public Comment Session for Public Comment was opened at 6:09 p.m. No public comments. Session closed at 6:09 p.m.

District Manager Report
Briana Gerou Ms. Gerou applauded all members of the District team for their consistent attendance and participation in the last several months.

She also recognized Mr. Landry for saving the District money with its current CIP contract.

Ms. Gerou discussed the topic of communication and decision making with the Board. She identified that bylaws would help to clarify decisions that should be made by the Board of Directors. The Board agreed.

Ms. Gerou postponed the transition of managing phone calls and emails sent to the District due to increased project work and keeping costs lower. Director Berg indicated a preference for Ms. Gerou taking over email at some point. The Board agreed for Ms. Gerou to delay (perhaps indefinitely) taking over telephone answering responsibilities.

Ms. Gerou asked Board members to reach out to her if they would like a 1:1 meeting to discuss District matters.

Ms. Gerou rescheduled the Infrastructure Planning meeting for April 22, 2026 at 11:00 a.m. at the offices of RG and Associates. This meeting will be specially noticed as a Board Study Session.

Ms. Gerou reviewed a Project Planning spreadsheet with the Board to receive guidance on priorities for 2026 and future years. Key outcomes included:

- The Board discussed the possibility of charging customers a fee if they choose to receive a paper bill beginning Q2 of 2027. The Board expects to address this as part of the 2027 budgeting and rate setting process later in 2026.
- The Board wants to continue to incentivize paperless billing but Auto Pay is less of a priority.
- Director Berg indicated a strong preference for having District Bylaws written and active by January 1, 2027. Mr. Silvestro will send Ms. Gerou a starting point for District Bylaws.
- Ms. Gerou will begin researching Document Management Systems and GIS Asset Management software. She will present findings at the next regular meeting.
- Rate studies are planned for 2027 and 2028, with a tentative plan to focus on analyzing residential versus non-residential costs and corresponding fees in 2027 and a tentative plan to focus on exploring usage-based rates for residential customers in 2028.
- Ms. Gerou and Mr. Bakarich will establish a Property Transfer procedure to ensure new residents always begin with a paper bill.

Financial Report:
Michael Bakarich, CPA

Mr. Bakarich reviewed the District's Financial Reports, including the Accounting Memorandum for the month of March 2026.

Total monthly revenues were \$504,140. Monthly expenditures were \$342,852, and the Net Positive fund balance was \$161,288.

Upon a Motion duly made by Director Panian, seconded by Director Walker, and unanimously carried, the Board accepted the Financial Reports, as presented, and approved the Payment of Claims in the amount of \$102,570.95.

Engineer's Report:
James Landry, P.E.

Mr. Landry reviewed the Engineer's Report for March 2026.

Mr. Landry reported that there were 114 locates last month which is the second highest of all time. This is likely due to the weather being good for projects.

Mr. Landry indicated that the past month contained significant engineering work for the District including scheduled maintenance tasks. These tasks are ahead of schedule.

Mr. Landry announced a vacation in May and stated that he will not attend the Board's regular meeting. Heidi Heuer will be attending in his place on behalf of RG and Associations.

Mr. Landry offered the opportunity for a tour of Metro Wastewater Recovery but the date did not work for most of the group so this will be postponed.

Mr. Landry briefly discussed the CIP change order and asked Ms. Gerou for a signature.

Attorney's Report:
James Silvestro, Esq.

Mr. Silvestro provided an overview of ongoing legal matters, including adding a disclaimer to Board meeting in light of recent developments related to the Colorado Open Meetings Law.

Mr. Silvestro reported that he has not received any communication from Evergreen-CCC regarding the easement encroachment issue at The Lookout. Director Dick asked Mr. Silvestro to reach out to Evergreen-CCC and request an update on the easement situation.

Metro Update

Mr. Berg reported there is no Metro update at this time.

Adjourn

There being no further business to come before the Board, upon motion made by Director Panian, seconded by Director Walker, and unanimously carried, the meeting was adjourned at approximately 7:59 p.m.



Secretary for the Meeting