

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, May 13, 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
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 four 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 6:05 p.m.

A motion by Director Panian was made to excuse Jess Rath’s absence, seconded by Director Walker, and unanimously carried, the absence was excused.

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 Dick, and unanimously carried, the agenda was approved.

Meeting Minutes The Minutes of the Board of Directors regular meeting held on Wednesday, April 8, 2026, were reviewed by the Board. Upon a Motion duly made by Director Panian, seconded by Director Walker and unanimously carried, the Minutes were approved.

Public Comment

Session for Public Comment was opened at 6:08 p.m. James Reddinger, homeowner in the District, discussed an easement issue for his residence. He would like to submit plans to the District for adding structural landscaping above an existing sewer main and sewer easement. He will send the plans to the District Manager for potential further consideration and/or action by the District. Session closed at 6:15 p.m.

District Manager Report
Briana Gerou
Rooted Flow
Management &
Consulting

Ms. Gerou applauded Director Panian for keeping District interests as a top priority. Ms. Gerou thanked RGA Engineers for recent work related to an issue with a maintenance contractor.

Ms. Gerou reviewed the Project Planning spreadsheet with the Board to communicate current status and next steps. Key outcomes included:

- The Capital Improvement Project Long Term Plan will be put on hold until after Microsoft 365 has been implemented.
- The Board agree with Ms. Gerou's recommendation for the District to purchase Microsoft 365 as a workspace platform. Ms. Gerou will be the administrator and will be reimbursed by the District for the licensing/software fees in approximate amount of \$1650 per year with 1.1T of included storage on Sharepoint. Director Dick advised to keep Sharepoint file structures consistent and organized across all contractors.
- The District still plans to acquire a GIS software tool but this will be postponed until Microsoft 365 is implemented. Mr. Landry advised on bringing in an outside consultant to help with the transition.
- Ms. Gerou reviewed several proposed changes to the Development Review Process. The Board directed Ms. Gerou to begin soliciting proposals and managing work from different engineering firms for Development Review work moving forward.
- In coordination with District legal counsel, Ms. Gerou will begin reviewing bylaws by the June Board meeting. Draft policies and procedures may also be considered.
- Ms. Gerou will give an update on emergency preparedness by the June Board meeting.

Financial Report:
Michael Bakarich, CPA

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

Total monthly revenues were \$647,357. Monthly expenditures

were \$409,964, and the Net Positive fund balance was \$237,393.

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 \$360,277.60.

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

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

Mr. Landry reported that there were 68 locates in April.

Mr. Landry reported that the CIP project for 2026 is 95% complete.

Mr. Landry reviewed several exhibits and answered questions from the Board.

Attorney's Report:
James Silvestro, Esq.

Mr. Silvestro informed the Board that May 13 was the last day of the legislative session and that new legislation was not expected to significantly impact District operations.

Mr. Silvestro reported that he received an email from Evergreen-CCC regarding the easement encroachment issue at The Lookout but that the District is still awaiting additional information before the developer's request to slightly relocate the easement can be evaluated.

Metro Update

Mr. Berg will give future Metro meeting dates to Ms. Gerou for potential attendance.

Executive Session

At 8:45p.m., the Board entered into an Executive Session (C.R.S. §24-6-402(4)(b)) to receive legal advice regarding the District's professional services contracts and processes. Mr. Silvestro certified for the record that the purpose for the Executive Session was to receive privileged legal advice and confirmed that the Executive Session would not be recorded in accordance with law.

The Executive Session concluded at 9:35p.m., and the Board resumed the public meeting.

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 9:35 p.m.


Secretary for the Meeting