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, August 12, 2026, at 4885 Ward Road Wheat Ridge, CO 80033 and remotely via Zoom pursuant to meeting notice that was posted on the District's website in accordance with law. The physical meeting location was changed from the posted location due to an unexpected power outage at that location. Signs directing the public to this alternate meeting location were posted at the District's regular meeting location, The Club at Rolling Hills, and at the District's location for posting meeting notices in the event of an emergency at the Maple Grove Park Arbor House.

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
Jess Raths, Secretary
Barbara Panian, Assistant Secretary
Donna Walker, Director
Casey Dick, Director (joined the meeting virtually at 7:05pm)

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.
Guests: Derek Lis, Evergreen Development; Jeff White, Martin/Martin Consulting Engineers

Call to Order

Director Berg presided as Chair of the meeting, noted that a quorum of the Board was present with four Directors, and therefore called the meeting to order at 6:18p.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 Raths, and unanimously carried; the agenda was approved.

Meeting Minutes

The Minutes of the Board of Directors' regular meeting held on Wednesday, July 8, 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 6:20 p.m. and closed at 6:20 p.m. No members of the public appeared to make public comment.

Update – Clear Creek Easements 19 & 20

Derek Lis from Evergreen Development and Jeff White from Martin/Martin Consulting Engineers provided an update regarding the Clear Creek Crossing developemnt beginning with the Easement 20 vacation.

The District Manager confirmed that prior to vacating Easement 20, all easement documentation for the new easement in the West Side Utility Corridor needs to be submitted. Mr. Lis confirmed that Evergreen is still working to compile the paperwork needed for three of the five landowners within this easement corridor. Mr. List stated that Evergreen hopes to have all of these materials submitted by August 21 so all members of the Applewood Sanitation District team can review the materials before the September Board meeting.

Mr. Lis and Mr. White reviewed the Easement 19 survey with the Board of Directors outlining the existing 30-foot easement and the new proposed 25-foot easement. All encroachments were identified and discussed.

Mr. Landry asked Mr. White about the diameter of the storm drain. Mr. White confirmed that it is 18 inches.

Mr. Berg asked about how the amphitheater stage would be moved. Mr. White confirmed it would be moved with a forklift using the adjacent trail.

Mr. Berg asked how the 30-foot easement was originally established. Mr. Landry answered that the easement was established several years ago before Evergreen's site-specific development plans were created.

Mr. Lis explained that the plaza area is dark at night and additional lighting may be needed for public safety as winter months approach. Mr. Lis asked for the Board's opinion on installing lights within the sewer easement. The Board indicated that it would consider a formal proposal regarding additional lighting so long as it is covered by an encroachment agreement whereby the landowner accepts any liability associated with these additional encroaching improvements.

Mr. Lis and Mr. White left the meeting. The Board discussed the existing 30-foot easement and Evergreen's request for a narrower easement that still contained some encroachments.

Director Dick joined the meeting at 7:05pm.

Although opinions varied within the Board, the Board ultimately directed the District Manager and District legal counsel to proceed with retaining the existing 30-foot easement and negotiating an encroachment agreement with Evergreen (on behalf of the two landowners) to protect the District from any liability with respect to any of the encroachments that have been unlawfully constructed within the existing easement. The Board further directed counsel to request that Evergreen submit a formal proposal for any additional encroachments related to the requested additional lighting near the trail.

District Manager Report
Briana Gerou
Rooted Flow Management & Consulting

Ms. Gerou reviewed her Manager Report beginning with recognizing accomplishments in the District.

Ms. Gerou provided news and updates for the Board.

- Ms. Gerou introduced the Applewood Sanitation District AI phone receptionist and how the calls are routed.
- Ms. Gerou informed the Board of a minor issue with the PO Box and checks being returned to sender. An investigation by USPS showed no known issue.
- Ms. Gerou provided an update on the Lutheran Decontamination tank BMP between Lutheran and Metro Wastewater Recovery.
- Boss 811 locate software will be canceled as it isn't needed for the District.
- The District's Audit is being moved to the September Board meeting.
- Ms. Gerou will have access to the billing system, Solus.
- Ms. Gerou will attend the SDA conference on Tuesday only.
- Ms. Gerou reviewed the call log including a call breakdown by type.

Ms. Gerou led a discussion with the Board on the following topics:

- 2027 Capital Improvement Project planning – Ms. Gerou reviewed three possible scenarios for 2027 Capital Improvements including estimated spend and linear feet of pipe lining. Following discussion and consideration by the Board, the Board unanimously agreed on the “Status Quo” option which keeps Capital Improvement spend in alignment with prior years. This option is a mix of fixing issues in the District and lining pipes as a preventative measure for our aging infrastructure. As part of this discussion, Ms. Gerou acknowledged for the record that three members of the Board met with Ms. Gerou and Mr. Landry on August 7, 2026, to review the status of the District's system and to consider potential options for 2027 Capital Improvements to be presented to the full Board. Due to an unintentional oversight, this study session was not publicly noticed in advanced. Ms. Gerou, Mr. Landry, and all three Board members confirmed that no formal or informal actions of any kind were taken during this study session. Mr. Silvestro confirmed that because the Board did not make any decisions during this study session, there was nothing for the Board to possibly re-consider for ratification.

- Primrose Backup – Ms. Gerou reviewed the timeline for the sewer backup that occurred near Primrose preschool on July 14th. She answered questions from the Board.
- District Physical Address – Ms. Gerou recommended that the physical address is changed to the Morain Bakarich office location. The Board agreed with this change and Ms. Gerou will update the website in the coming weeks.
- Bill due dates and late fees – Ms. Gerou reminded the Board of the current billing due dates and schedule. This topic will be revisited when rates are set later in the fall.

Ms. Gerou referenced her accomplishments for the prior month and priorities for the next month. Ms. Gerou will begin researching GIS software for the District.

Director Dick advised that our District may not need to hold a GIS software license on our own. He recommended leveraging GIS software from a consultant. Ms. Gerou will research this option.

Financial Report:
Michael Bakarich, CPA

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

Total monthly revenues were $1,120,190. Monthly expenditures were $883,706, and the Net Positive fund balance was $236,484.

Upon a Motion duly made by Director Panian, seconded by Director Raths, and unanimously carried, the Board accepted the Financial

Reports, as presented, and approved the Payment of Claims in the amount of $96,254.63.

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

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

Mr. Landry reported that there were 46 locates in July.

Mr. Landry noted that based on reviewing videos for the system status report, the sewer infrastructure is in good condition with no major problems. Mr. Landry provided additional updates for the system status report. 16% of the District is lined.

Mr. Landry reviewed the Flow and Loading report from Metro Wastewater Recovery.

Ms. Gerou signed the Final Pay applications for the 2026 CIP Project with Diaz Construction.

Attorney's Report: James Silvestro, Esq.

Mr. Silvestro summarized his District work for the month of July.

Mr. Silvestro presented the Bylaws to the Board and asked for any questions or comments. There were no questions. The Resolution adopting the Bylaws was passed upon a motion by Director Panian and seconded by Director Raths, and unanimously carried.

Metro Water Recovery Update

Mr. Berg reviewed the annual bill from Metro Wastewater Recovery so the Board understands how charges are incurred.

Adjourn

There being no further business to come before the Board, upon motion made by Director Panian, seconded by Director Raths, and unanimously carried, the meeting was adjourned at approximately 8:51 p.m.

Jessica Raths

Secretary for the Meeting