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, September 9, 2026, at 15707 W. 26th Avenue Golden, CO 80401 and remotely via Zoom pursuant to meeting notice that was posted on the District's website in accordance with law.

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

Also present: James Landry, Engineer, RG & Associates, LLC ("RGA"); Michael Bakarich, CPA, Morain Bakarich; James Silvestro (attended via zoom), 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, and therefore called the meeting to order at 6:10p.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, August 12, 2026, were reviewed by the Board. Upon a Motion duly made by Director Panian, seconded by Director Dick and unanimously carried, the Minutes were approved.

Public Comment

Session for Public Comment was opened at 6:12 p.m. and closed at 6:12 p.m. No members of the public appeared to make public comment.

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 the following news and updates for the Board:

- Ms. Gerou confirmed that the physical address on the ASD website has been changed to the Morain Bakarich offices at 2801 Youngfield Street Suite 370 Golden, CO 80401
- Ms. Gerou updated the Board on small changes to paper bill verbiage so customers understand how to pay their bill online.
- Ms. Gerou informed the Board of a sewer project that occurred in the Mountair HOA. The District was informed of the project after it was completed. An investigation is in progress.
- Ms. Gerou is researching the licensing process for third-party contractors to work on private sewer lines within the District.
- Martin/Martin is completing a bid for mapping the District's sewer infrastructure in ArcGIS.
- Ms. Gerou reviewed the phone log summary for the month of August.

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

- Ms. Gerou provided an initial overview of the proposed 2027 budget for Engineering, Management, Accounting and Legal. The Board agreed with Ms. Gerou's recommendation to add a 5% contingency to each budget for 2027 will allow for unforeseeable projects and circumstances. The draft budget will be presented to the Board in accordance with law.
- Ms. Gerou addressed feedback from a non-residential customer regarding paying for disposal of irrigation water. The Board will consider this feedback and decide on this rate structure in the coming months.
- Ms. Gerou reminded the Board to be careful of cyber security breaches. Ms. Gerou proposed that the public Zoom link be removed for future meetings. The Board agreed with this recommendation. Therefore, the District will no longer publish a Zoom link for virtual meeting attendance by the public.
- Ms. Gerou summarized the need to amend the 2025 Budget at an upcoming special meeting on September 21, 2026.

Ms. Gerou referenced her accomplishments for the prior month and priorities for the next month.

Financial Report:

Mr. Bakarich reviewed the Draft of the Audit for 2025.

Michael Bakarich, CPA	Mr. Bakarich reviewed the District's Financial Reports, including the Accounting Memorandum for the month of August 2026. Total monthly revenues were $1,204,503, monthly expenditures were $985,567, and the Net Positive fund balance was $218,938. Mr. Bakarich asked the Board if they preferred for the District Funds (General, Sanitation, Capital Improvement) to be broken out in the financial reports, and the Board agreed with this suggestion. 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 $141,347.98.
Engineer's Report: James Landry, P.E.	Mr. Landry reviewed the Engineer's Report for August 2026. Mr. Landry reported that there were 86 locates in August. Mr. Landry informed the Board that he is drafting the 2027 DES annual maintenance contract. Mr. Landry also provided updates on three developments in the District. Mr. Landry concluded that Metro Wastewater Recovery did not send a flow and loading report for August.
Attorney's Report: James Silvestro, Esq.	Mr. Silvestro summarized his District work for the month of August. Aside from monthly retainer items, Mr. Silvestro assisted Ms. Gerou in finalizing the Bylaws and updating the District's easement vacation procedures. Mr. Silvestro also continued to work on various real property matters affecting District infrastructure. Mr. Silvestro reminded the Board of upcoming deadlines and notice requirements for the adoption of the 2027 budget and any potential changes to rates and/or fees.
Metro Water Recovery Update	Mr. Berg confirmed he will attend a Metro Water Recovery meeting on Tuesday, September 15.
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 8:07 p.m.

Secretary for the Meeting