

**MINUTES OF MEETING
OF THE BOARD OF DIRECTORS OF THE DOMINION WATER & SANITATION DISTRICT
ACTING THROUGH ITS STERLING RANCH WATER ACTIVITY ENTERPRISE AND
ITS STERLING RANCH WASTEWATER ACTIVITY ENTERPRISE
HELD NOVEMBER 11, 2024**

A special meeting of the Board of Directors of the Dominion Water & Sanitation District (“District” or “DWSD”) acting through its Sterling Ranch Water Activity Enterprise and its Sterling Ranch Wastewater Activity Enterprise, was held on November 11, 2024, at 11:00 p.m. at the offices of Dominion Water & Sanitation District - 9250 E. Costilla Ave., Suite 400, Greenwood Village, Colorado 80112. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Harold Smethills (via Microsoft Teams)

John Ostermiller

Brock Smethills

David Kerr

Richard Shaw; DWSD – Special Advisor to the DWSD Board
(via Microsoft Teams)

Director Jeffrey LaForte was absent and excused.

Also, in attendance were:

Andrea Cole; DWSD – General Manager

Cynthia Fisher; DWSD – Finance Director

Call to Order/Declaration of Quorum

In the absence of Director LaForte, the Board elected to have Director Ostermiller chair the Board Meeting. Director Ostermiller noted that a quorum was present and called the meeting to order at 11:10 a.m.

Disclosure of conflicts of interest

None.

Review and consider approval of Agenda

Ms. Cole informed the Board that there was a minor modification to the Agenda changing the meeting day to Monday, the date was correct, and the time noted should be changed to 11:00 am. Upon a motion made by Director B. Smethills, seconded by Director Ostermiller, and, upon vote, unanimously carried, the Board approved the Agenda.

Public Comments

None

Consent Agenda:

The Board reviewed the items on the Consent Agenda. Upon a motion duly made by Director Ostermiller, seconded by Director Kerr and, upon vote, unanimously carried, the Board approved, ratified, and adopted the following Consent Agenda items:

- Amendment No. 1 to the Filing 7 Lift Station CMAR Agreement with HPM for an early work package to begin procurement of long lead materials for an amount not to exceed \$219,651.38.
- Ratify Tap and Facilities Purchase Agreement (CND-VP Sterling, LLC – Sterling Ranch Filing No. 5C 1st Amendment Townhomes.

Consultant Agreements and Work Orders/ Change Orders:

Ms. Cole provided a brief description and proposed Amendment No. 1 to the Independent Contractor Agreement (ICA) with Iron Women for the relocation of the blowoff for the Eastern Regional Pipeline, for an amount not to exceed \$63,169.96. On a motion made by Director B. Smethills, seconded by Director Kerr, and upon vote, unanimously carried, the Board approved Iron Women's Amendment No. 1.

Financial Matters:

Ms. Fisher and Ms. Cole discussed Dominion's Updated 2025 Capital Improvement Plan ("CIP") and how the projects and estimates differed from the 2022 Bond Issuance CIP. Also discussed was the need for an annual board review and approval process for Dominion's long-term capital plans.

Legal Matters

None.

Administrative Matters

Ms. Fisher discussed recent phishing emails received by Sterling Ranch CAB requesting banking and wire instructions and the need to be aware and diligent with reporting any phishing emails to IT service providers promptly.


Other Matters

The Board determined that they would have a quorum for the Budget Hearing on November 19, 2024, at 12:00 p.m. at the offices of DWSD

Adjournment

There being no further matters to come before the Board, the meeting was adjourned at 1:22 p.m.

The foregoing constitutes a true and correct copy of the Minutes of the above-described meeting.

DocuSigned by:

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Secretary for the Meeting