

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF

HAWTHORN METROPOLITAN DISTRICT NO. 2

Held: Monday, June 4, 2018, at 2:00 p.m. at 17685 W.
83rd Drive, Arvada, Colorado.

Attendance

The regular meeting of the Board of Directors of the Hawthorn Metropolitan District No. 2, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

Christopher Elliott
Corey Elliott
Matthew Cavanaugh
Krystal Bigley
Carly Fenton

All Director absences are deemed excused unless otherwise specified.

Also present were:

Kristin B. Tompkins, Esq., and Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Sarah Hunsche, CliftonLarsonAllen, LLP, District Accountant; Kim Herman and Ben Houghton, CliftonLarsonAllen, LLP, District Manager; Christian Matt Janke, E5X Management; Susie Ellis, Community Preservation Specialists.

Call to Order

It was noted that a quorum of the Board was present and the meeting was called to order.

**Conflict of Interest
Disclosures**

Ms. Murphy advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Murphy noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to

otherwise enable the Board to act.

Approval of Agenda

Ms. Murphy presented the Agenda to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the Agenda as presented.

Public Comment

None.

Results of May 2018 Election

Election of Officers

It was noted by Ms. Murphy that the Board is required by statute to have a Chairperson, a Treasurer, and a Secretary. Following discussion, upon a motion duly made and seconded the Board unanimously elected Director Bigley as President, Director Fenton as Treasurer, Director Cavanaugh as Secretary, Director Corey Elliott as Assistant Secretary, and Director Chris Elliott as Assistant Secretary.

Administer Oaths of Office

It was noted that Director Fenton had previously taken her Oath of Office.

Consent Agenda

The following items on the consent agenda were considered routine or administrative. Following a summary by Ms. Murphy the items on the consent agenda were approved by one motion duly made, seconded, and vote unanimously carried.

1. Approval of Minutes from the March 5, 2018 Regular Meeting

Legal Matters

Approval of Independent Contractor Agreement with Poop 911 for Pet Waste Station Services

Ms. Murphy presented the Board with the Independent Contractor Agreement with Poop 911 for Pet Waste Station Services for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement, subject to the identification of additional waste stations.

Approval of First Amendment to Independent Contractor Agreement with Metco Landscape, Inc. for Landscaping Services

Ms. Murphy presented the Board with the First Amendment to Independent Contractor Agreement with Metco Landscape, Inc. for Landscaping Services for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the amendment subject to receipt of a scope of services from MetCo, not to exceed \$3,600.00.

Facilities Management

CliftonLarsonAllen/Manager Update

Ms. Herman presented the Board with a proposal from MetCo to install irrigation in the native area on the northeast side of the

property, not to exceed \$3,560.00. Following discussion, the Board determined to defer the proposal until the next meeting. Director Chris Elliott noted that he going to discuss the irrigation with Mr. Hauptman, Ms. Bigley noted she is going to look into what resources are available at the Federal Center to educate the Board regarding native seed growth.

Ms. Herman presented the Board with a proposal for the purchase and installation of two volleyball nets. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the two volleyball nets, not to exceed \$400.00.

Ms. Herman informed the Board that the booster pump for the irrigation system is malfunctioning and that she is going to work on getting a quote and will present the proposal to the Board for consideration.

Discuss Covenant
Enforcement Memorandum

The Board engaged in a discussion regarding the Covenant Enforcement Memorandum. Following discussion, upon a motion duly made and seconded, the Board unanimously approved CLA to post the memorandum on the District's website as well as publish the memorandum in the next newsletter. Ms. Ellis stated there were 112 open covenant enforcement cases, she conducted 226 case related inspections, conducted 404 monthly community inspections, and issued 162 covenant violation notices. The Board requested monthly updates from Ms. Ellis regarding covenant enforcement matters. The Board also discussed the collection process and instructed CLA to follow the District's existing policy with regard to letters, notices, and imposing the fee annually.

Amendment Section 2.8 of
the Rules and Regulations

The Board engaged in a discussion regarding Section 2.8 of the Rules and Regulations. Following discussion, upon a motion duly made and seconded, the Board unanimously approved an amendment to the Rules and Regulations to only allow parking on paved driveways and street and to specify that no parking is allowed on lawns, gravel areas, or other landscaped areas.

The item was deferred to the next meeting.

Consider Adoption of
Resolution Regarding
Acceptance and Acquisition
of Public Improvements
(Underdrain) from Hawthorn
Development, Inc. pursuant
to the Infrastructure

Acquisition and
Reimbursement Agreement
dated December 7, 2015 -
Engineer's Report and
Certification from J3
Engineering Consultants, Inc.

Financial Matters

Financial/Claims Payable

Ms. Hunsche presented the Board with the March 31, 2018 unaudited financials for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the unaudited financials.

Ms. Hunsche presented the Board with check numbers 1052-1072. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the checks and electronic funds transfer to Waste Management of Denver.

**Consider Acceptance of 2017
Audit**

Ms. Hunsche presented the Board with the 2017 Audit for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the 2017 Audit subject to final review by the Board, legal counsel, and CLA.

Other Business

None.

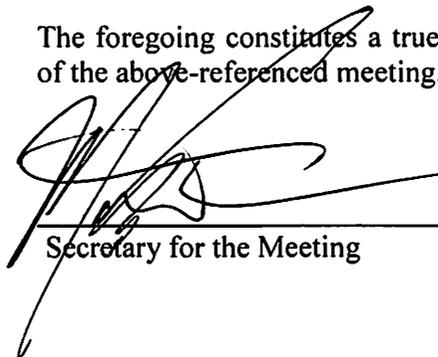
Next Meeting

The next meeting is scheduled for Monday, September 10, 2018.

Adjournment

There being no further business to come before the Board, and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.



Secretary for the Meeting