

ASSOCIATION and METROPOLITAN DISTRICT

Joint Long Range Planning Committee Zoom Work Session

Wednesday, June 21, 2023

Agenda

Chairpersons: HGA – David Kennedy Co-Chair; HGMD – TBD

Staff: Jon Rea (CEO)

- 1) Call meeting to order
- 2) Unfinished Business:
 - Report Format Template and Review of Vetted Long Range Planning Topics
 - Community Wide Fire Safety Plan
- 3) New Business: Preparation of Reports to Board(s)
 - Prepare 1-2 Page Introduction
 - Define Format
 - Set Date for Presentation to Board
- 4) Residents wishing to speak on non-agenda items

- 5) Adjournment

Residents wishing to speak on agenda items will be given the opportunity at the time the item is discussed.

**REPORT OUT FORM:
LONG RANGE PLANNING PROJECTS, PROGRAMS AND TASKS**

Subject/Task/Initiative

Project or Issue: Create Community Wide Modern Fire Safety Plan

Definition

Heather Gardens is a senior community with more than 2,400 housing units. There are patio homes, townhomes, and multi-story condominium buildings each with its own unique issues and current fire safety requirements and equipment. There currently does not exist comprehensive fire safety plans, education or modern alarm or sprinkler systems in the multi-story buildings which date back to the 1970's. The HOA board of directors does have a standing committee entitled Security & Emergency Preparedness Committee which is charged with the following (among other things):

- Responsibility for the safety and welfare of the residents and guests of Heather Gardens, the protection of their property, and the enforcement of the covenants.
- Emergency Preparedness and shall develop a comprehensive plan to assist residents in the event of disabling incident or natural disaster.

Assessment conclusions of JLRP committee

Pass / Fail assessment including 3 most decisive reasons why.

- The committee determined that this project is highly desirable and important for the safety and well-being of the Heather Gardens' residents.
- Such a plan could have significant implications for reducing HOA legal liability.
- Such a plan may result in possible savings in insurance premium costs.

Link back to Mission / Vision.

Current situation / baseline with available relevant data, metrics to give context and/or urgency.

Vision Statement Correlation: "...To provide safe, affordable high quality and diverse housing ..."

Mission Statement Correlation: "It is the purpose of Heather Gardens Home Owners Association and the Heather Gardens Metropolitan District in concert with the residents to provide a safe, structurally, and financially sound, beautiful, caring and compassionate home environment..."

Project Structure (Proposal)

Description of expected result/successful end state (if possible measurable).

Within one year a contemporary comprehensive fire safety plan would be available for approval by the Heather Gardens HOA and Metropolitan District Boards.

Recommended (existing) committee for assignment.

The SECURITY, EMERGENCY PREPAREDNESS, COMMUNITY RESOURCE (SEC) COMMITTEE would have primary responsibility for the creation and oversight in the development of the fire safety plan.

Proposed project team setup.

The project team would be determined and created by the SEC with the approval of the Boards of Directors.

Proposed project phases (with duration).

The SEC will report quarterly to the Board of Directors on the progress of the plan development.

Exit criteria for project phases (deliverables).

Written report and draft plan document for review.

Sponsor(s) from Board(s) and Management.

To Be Determined.

Risk Management

Anticipated potential challenges and help needed.

- Available Staff Resources
- Need for outside consultant or other resources
- Lack of internal or local expertise
- Limited available committee member resources
- Unknown financial resource requirements

Communication

Frequency status reporting.

Quarterly to Boards and to Community.