

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
SPRING MESA METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
APRIL 8, 2021

A special meeting of the Board of Directors of the Spring Mesa Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, April 8, 2021, at 5:00 p.m. **Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this District Board meeting was held via Microsoft Teams. The meeting was open to the public.**

ATTENDANCE

Directors In Attendance Were:

Mark Entman, President
Sharon Miner, Vice President
Rich Waterman, Assistant Secretary
Wayne Harris, Secretary
Carrie Kilpatrick, Treasurer

Also, In Attendance Were:

Lisa Johnson & Yelena Primachenko; CliftonLarsonAllen LLP
Nicole Finco; Spencer Fane LLP
Tracy Leyva; Arvada Fire
Theresa Scholz, Jeff Keas, Jonathan Snyder, Alan Schnarrenberger, & Larry Seidl; HOA Board Members

ADMINISTRATIVE MATTERS

Quorum, Location of Meeting, Posting of Meeting Notices and Agenda: It was noted that a quorum was confirmed and that the meeting notice was posted. Upon a motion duly made by Director Miner, seconded by Director Harris and, upon vote, unanimously carried, the Board approved the agenda as presented.

Public Comment: None.

CONSENT AGENDA

Minutes of the November 5, 2020 Special Meeting:

Interim Check List in the Amount of \$116,553.27:

Service Agreement by and between the District and Horticultural Specialists, Inc.:

Upon a motion duly made by Director Kilpatrick, seconded by Director Miner and, upon vote, unanimously carried, the Board approved the Consent Agenda

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items.

LEGAL MATTERS

Other: Attorney Finco reported to the Board that the Resolution to terminate the Operation and Maintenance Fee was recorded with Jefferson County.

DIRECTOR MATTERS

Update on Underdrain Maintenance Issue Behind 7665 UMBER COURT: Director Harris provided an update to the Board and reported that this project is complete.

Landscape Update: Director Miner provided an update to the Board. She stated that Cindy Gioia with Metco Landscape recently retired, and she will be working with Cindy's replacement. She reported that spring clean-up will begin soon, and she will contact the City of Arvada regarding a recent City project that caused remediation needs on District property.

Wildland Urban Interface Presentation: Mr. Leyva presented information to the Board regarding Wildland Urban Interface and the programs Arvada Fire is encouraging to increase resident awareness. The Board discussed the information presented. Mr. Leyva reported that he is also working with the City of Arvada to mow defensible space on their property behind resident properties as well as the District's property. Ms. Scholz suggested that Arvada Fire contact her to schedule a presentation with the entire community. Ms. Scholz also suggested that the District and the HOA work together to prepare individual maps to provide to homeowners prior to this presentation. These maps will indicate who is responsible for the property behind their homes. A copy of this presentation is attached to the minutes.

Status of Response to City of Arvada's Stormwater Conveyance Structure Inspection: It was noted that no response has been received by the City to date.

Status of Proposal from EcoResources Regarding Pond Design Rehabilitation: Ms. Johnson presented the proposal from EcoResources regarding pond design rehabilitation to the Board. She stated that the proposal is for maintenance services and not for pond rehabilitation. The Board discussed the proposal. Director Miner suggested the Board prepare a formal request for proposals for a redesign of the ponds. She stated that she will solicit recommendations for design firms.

Update on Installation of Little Library:

Placement of Little Libraries: Ms. Scholz presented her proposal to the Board advocating for installation of additional little libraries throughout the community. She stated that she has created a committee and prepared a proposal and submitted it to the City of Arvada for a \$2,600 grant to be utilized in the installation of three mini libraries, a

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bulletin board, etc. The Board discussed potential locations for the libraries. Ms. Scholz reported that she will communicate to the Board if the grant is received, and if it is not received, she will work with Directors Miner and Kilpatrick to offer the libraries as a community project to residents who may be interested.

Summary of Discussions with HOA at Recent HOA Meeting: Directors Harris and Waterman provided a summary to the Board of their participation and discussion at a recent HOA meeting which they attended.

FINANCIAL MATTERS

Unaudited Financial Statements for the Period Ending December 31, 2020 and Monthly Reports: Ms. Primachenko presented the Unaudited Financial Statements and Monthly Reports to the Board. Upon a motion duly made by Director Entman, seconded by Director Waterman and, upon vote, unanimously carried, the Board approved the Unaudited Financial Statements for the period ending December 31, 2020 and Monthly Reports as presented.

Other: None.

MANAGER MATTERS

Accounting Services for 2021: Directors Kilpatrick and Waterman provided an update to the Board. Director Kilpatrick stated that she will prepare a letter requesting proposals for accounting services and solicit to local firms.

Aging Report and Solicit Direction as to Collection Efforts: Ms. Johnson presented the Aging Report to the Board. Following discussion, Director Waterman suggested Spencer Fane send a letter to delinquent account holders in an effort to collect the delinquent fees.

Proposals, Scopes of Work and Fee Schedules from L.B. Ecological, Inc.: Ms. Johnson presented the proposals from L.B. Ecological, Inc. to the Board. Director Harris reported that he contacted L.B. Ecological, Inc. to request updates to the proposals to include additional work. Upon a motion duly made by Director Waterman, seconded by Director Entman and, upon vote, unanimously carried, the Board approved an agreement with L.B. Ecological, Inc. not to exceed \$3,000.

Cattail and Willows Project: This item was addressed in the proposal discussion noted previously.

Cattail Management Project – Residential Ponds: This item was addressed in the proposal discussion noted previously.

OTHER BUSINESS

June Meeting Date: The Board determined that they would reschedule the next upcoming meeting scheduled for June 10, 2021 to a new meeting date on June 17, 2021 at 5:00 p.m.

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ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Miner, seconded by Director Kilpatrick and, upon vote, unanimously carried, the Board adjourned the meeting at 7:09 p.m.

Respectfully submitted,

DocuSigned by:
Wayne Harris
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Secretary for the Meeting

SPRING MESA HOA

Wildland Urban Interface Presentation

TRACY LEYVA-FIRE FIGHTER-ENGINE BOSS
TRACY.LEYVA@ARVADAFIRE.COM 303-424-3012





WHAT IS WILDLAND URBAN INTERFACE

A wildland –urban interface is the zone or transition between wildland/prairie and human development.

Communities in the WUI are at risk of catastrophic wildfires and their presence disrupts the ecology.



Ready, Set, Go!

Ready – Be Prepared

Set – Understand the Threat

Go! – Act Early

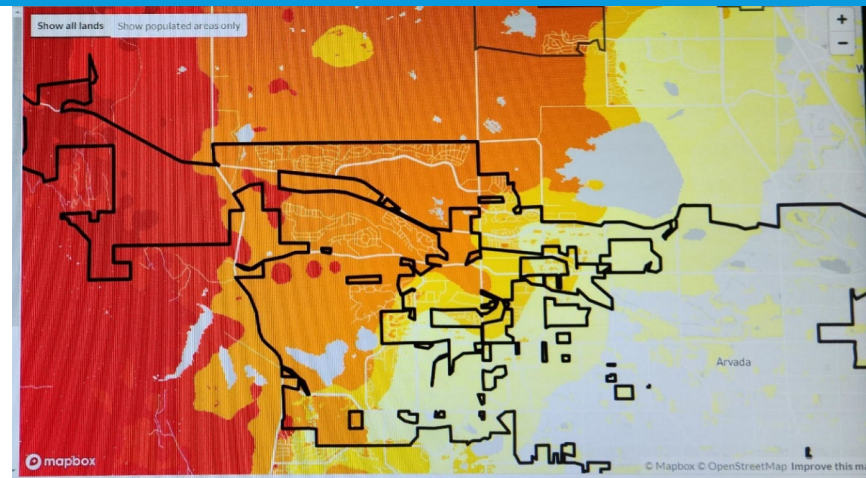
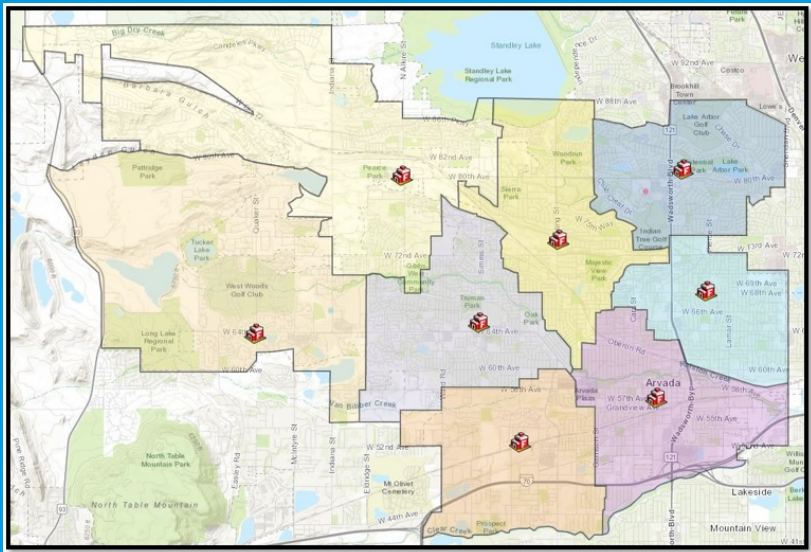


WILDLAND URBAN INTERFACE

- Station-3
- Station-7
- Station-8

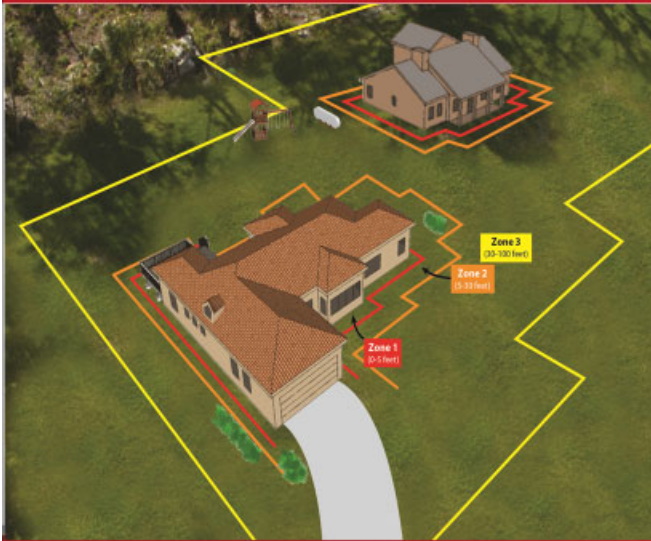
Wildland Response

- RSG! Program: Fire Service & Residents working together
 - AFD response capabilities and personnel resources
 - The responsibility of the resident
 - Steps to work together



DEFENSIBLE SPACE

RSG! Program – Be Ready



- Defensible Space works



- Reduce potential fire intensity that the vegetation will influence
- Reduce the structures ignitability
- Start with your home and work outwards



DEFENSIBLE SPACE

- Cut back and clear grasses
- 10-30 Feet behind property line.
- Clearing ladder fuels (trimming lower branches) off the ground.
- Removal of dead fuels, for example pine needles, leaves & tree limbs

RSG! Program – Be Ready

- Consider the Ember Threat
 - Ember fires can destroy homes or neighborhoods far from the actual flame front



RSG! Program – Be Ready

- Maintenance is important



RSG! Program – Be Set

- **What Does it Mean to be "Set"?**
 - **Situational Awareness**
 - **Response ability**



 **THE 6 P's**
OF
EVACUATION 

1 PLAN
Make a Plan 

2 PRESCRIPTIONS
Gather Prescriptions 

3 PETS
Gather Pet Food, Carriers,
Leashes, & Medicine 

4 PAPERS
Collect Your Important
Papers: Insurance, Medical,
Taxes 

5 PICTURES
Gather Important Pictures 

6 "PLASTICS"
Credit and Debit Cards, Cash 

THE SIX "P'S" OF EVACUATION

RSG! Program – Be Set

- What can you do to make a difference?
 - Prepare a 'go' kit and include:
 - Emergency supplies
 - Important documents
 - Create your own action plan:
 - Plan and practice multiple exit routes from your home and neighborhood
 - Assign a meeting place in case you are separated
 - Be familiar with local emergency notification and evacuation systems

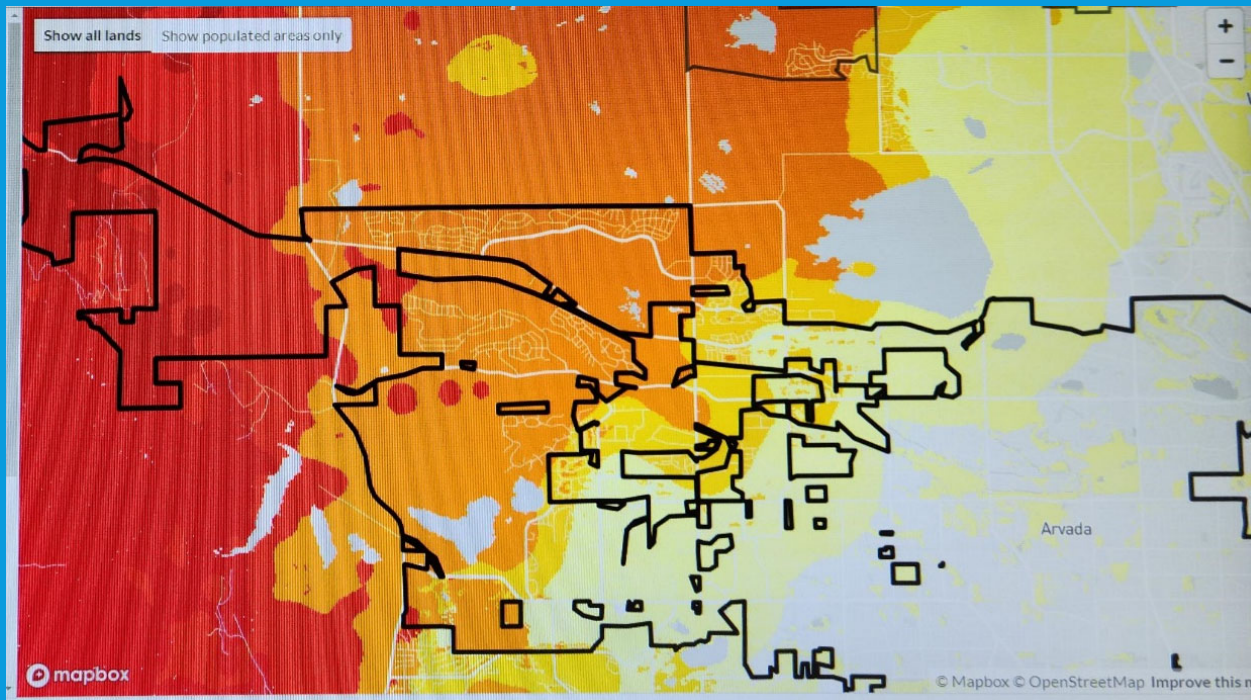


RSG! Program – Go

- What you can do as a wildland fire threatens:
 - Remain alert and keep informed of the situation
 - Get your “go” kit and leave the threatened area
 - Cooperate with local authorities during evacuation and re-entry process



FALL OF 2020



Western Arvada and unincorporated Jefferson County placed in the higher risk category due extreme dry conditions.



SPRING MESA FIRE-OCTOBER 2020

SPRING MESA FIRE

- First 911 call received at 15:42
- Fire units dispatched at 15:44
- Weather-mid 50's, extreme winds (Red Flag warning issued that morning) sustained winds of 40 mph, with gust reported at 60-75 mph.
- 40 acres burned
- No lost of life or structures
- Mutual aid responded from surrounding fire agencies
- Code Red issued to residents
- Assistants from Arvada police and Jefferson County Sheriffs department

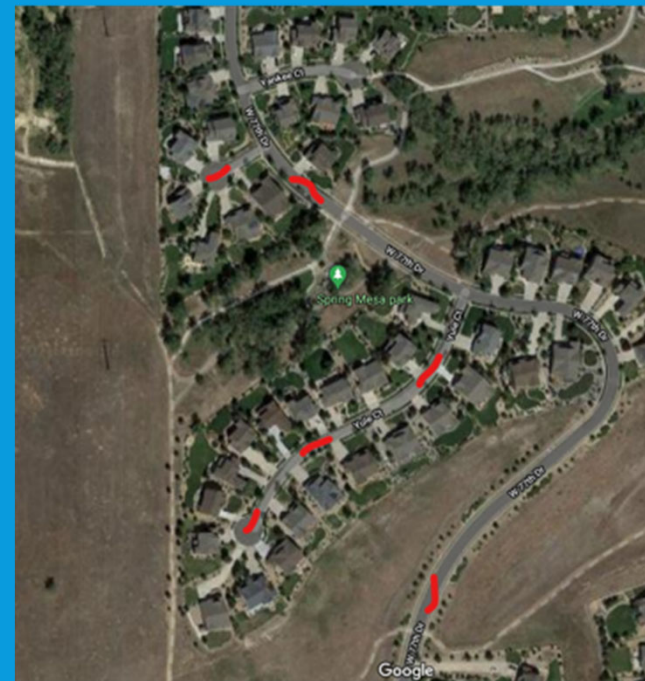


ANOTHER LOOK FROM UP TOP

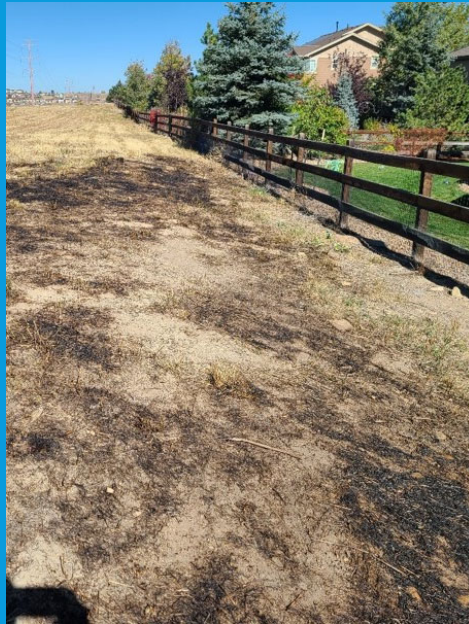
Path of Fire



Fire Apparatus placement for structure protection.



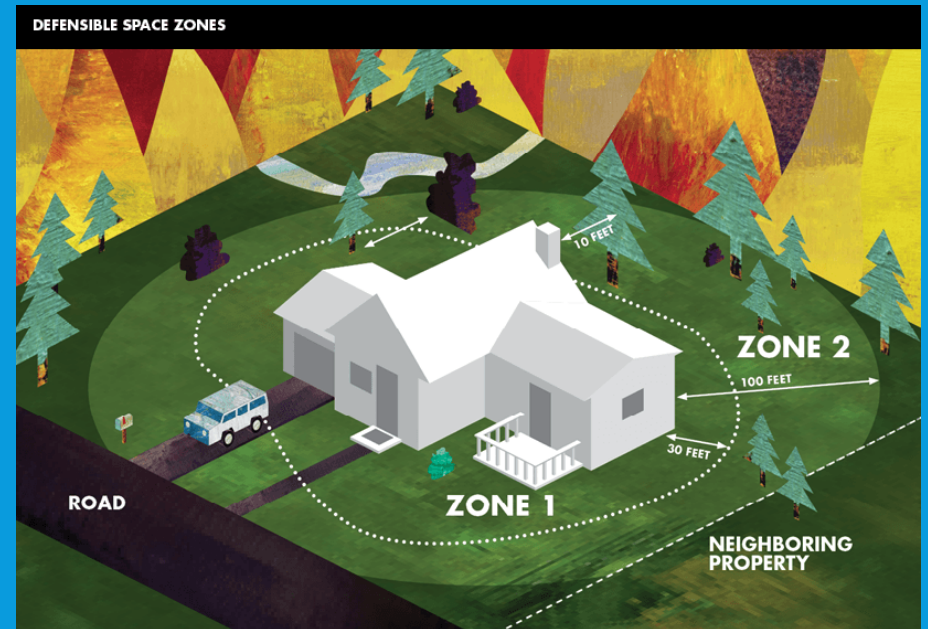
MITIGATION IS CRUCIAL



- The Property on the left was not mitigated.
- Damage to 100 feet of fence.
- Photo on the right, a well-maintained property line .
- Zero property lost to the homeowners to the North.
- A job well done by the residents !

HOW YOU CAN MAKE A DIFFERENCE

Defensible space!





WE CAN MAKE
A DIFFERENCE
TOGETHER

THANK YOU FOR YOUR TIME.



Ready, Set, Go!

**Questions and
Discussion**

www.ArvidaFire.com



ARVADA PRIDE

TRACY LEYVA-FIRE FIGHTER-ENGINE BOSS
TRACY.LEYVA@ARVADAFIRE.COM
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