



# Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: November 8th, 2022  
MEETING TIME: 5:00pm

LOCATION: 420 E Hopkins

**The public is welcome to join this meeting virtually through Zoom. To join, please go to:**

**<https://us02web.zoom.us/j/81866250163?pwd=eVEvSkRrdDZNYW9BZ0dwY0dUSkphdz09> Meeting ID: 818 6625 0163 Passcode: 365443. Please contact Nikki Lapin, District Administrator at [nikki.lapin@aspensfire.com](mailto:nikki.lapin@aspensfire.com) if you need additional information.**

## AGENDA

- I. Meeting called to order
- II. Roll Call
- III. Executive Session pursuant to C.R.S. § 24-6-402(4)(f) for the purpose of discussing personnel matters relating to the Fire Chief, for which the employee has not requested discussion at an open meeting.
- IV. Discussion of grievance lodged against the Fire Chief, and Board Member investigation pursuant to District Staff Member Handbook Section 9.10.
- V. Approval of Minutes
  - a) Motion to approve minutes from Regular Meeting held October 11th, 2022 and Work Session held October 18<sup>th</sup>, 2022.
- VI. Public Comment
- VII. AVFD Inc.
- VIII. North 40 Housing Project Update – Sebastian Wanatowicz
  - a) Project Budget Update
  - b) Project Contingency Reconciliation
  - c) FCI Draft Billing for PA#021 and PA#022 – Balance of Project with Retainage
  - d) Fire Place Fitness Room
- IX. Wildfire Community Action Fund – Ali Hager Hammond
  - a) Project & Funding Update
- X. Financials
  - a) Monthly Financial Review
  - b) FPPA 3<sup>rd</sup> Quarter Report
  - c) 2023 Budget Draft
  - d) Payroll Cycle Adjustment and Paid Time Off

- e) FAMLI (Paid Family & Medical Leave Insurance Program)
- f) Volunteer FPPA – Volunteer add back in/Actuarial

XI. Board Member Comments & Action Items

XII. Staff Report

- a) Fire Marshal/Prevention – Jan Legersky
- b) Operations Overview - Deputy Chief Andersen
- c) Training
- d) Recruiting

XIII. CEO/Fire Chief & Good of District

- a) Veteran's Day
- b) Holiday Dinner
- c) Roaring Fork Valley Wildfire Collaborative

XIV. Old Business

- a) Woody Creek Project Update

XV. New Business

# Aspen Fire Protection District

420 E Hopkins Avenue • Aspen, CO 81611 • 970-925-5532 • www.aspenfire.com



## Board of Directors Regular Meeting October 11th, 2022

The Board of Directors of the Aspen Fire Protection District met for their regular meeting. The meeting was open to the public in person and virtually via Zoom.

**Meeting called to order by John at 5:04pm**

### **Roll Call:**

- Board of Directors Present: John Ward, Parker Lathrop, Dave "Wabs" Walbert, Emily Taylor, Steve Wertheimer
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Schubert, Nikki Lapin, Jan Legersky, Ali Hager, Ben Smith, Ken Josselyn
- Public/Others: Richard Peterson, Sebastian Wanatowicz, Mike Lyons, Roger Hollowell, Gabe Muething

### **Approval of Minutes:**

**MOTION:** Motion by Wabs to approve minutes from: Regular meeting held September 13<sup>th</sup>, 2022. Emily second.  
**Discussion:** None  
**Vote:** All approved.

### **Public Comment:**

- Roger Hollowell, Former Volunteer Firefighter addressed board in regards to leadership, hiring of more firefighters with consultants coming in and spoke to fire alarms.
- Mike Lyons, Former Volunteer Firefighter addressed board in regard to his release from department.

**AVFD Inc.:** None

### **North 40 Housing Project Update: Sebastian Wanatowicz**

- Project Budget: The project is winding down. There is a billing #20 coming through in the amount of \$97,893 for payment of works completed that is still in approval. There will be one other payment in October that will get approved first part of November. Majority of the billing will be for retainage for subcontractors and monies that were retained for their work. This will account for the remainder of the construction budget of \$745,186. There is still \$14,070 left in Allowance 22, however another \$3,000-\$4,000 may need to be used, leaving a remained of approximately \$9,000. There is also \$483,021.88 left in soft costs from the project.
- FCI will need until end of October to complete punch list and scopes of work.
- North 40 Cost Share: Rick spoke to letter included in packet. North 40 HOA would like us to help pay for upkeep of park. The cost is \$3,500 per year that will come out of Fire Place operations budget. Romero group will be doing budgeting for Fire Place and this will be a line item.
- North 40 Fire Place Gym: It has been built out, but currently there is no budget for equipment. There was discussion of the need for another gym. Staff will provide of list of equipment to the board. The approximate cost will be \$30,000-\$40,000.

- Water Tap Update: There is no further update at this time. There is \$160,000 still budgeted in soft costs.

### **Wildfire Community Action Fund Project – Ali Hager**

- Ali reviewed the report provided in the board packet and touched on a few subjects. There is a correction to the FRWRM grant, we will be asking for \$60,000, instead of \$50,000.
- Starwood HOA Community Wildfire Mitigation and Forest Health Project: Ali gave an overview. We are assisting them with some grant writing. They are hoping to see a five year project worth nearly half a million dollars.
- MOU for Roaring Fork Collaborative Group: This was presented as a draft at this time. It is an MOU between all the different entities working together. There will be another one coming through between Roaring Fork Collaborative and Aspen Institute.
- Rick and Ali spoke to the Wildfire Summit they attended in Jackson Hole. A list of participants was listed in the board packet. It was a very good conference.
- There was discussion around the WCAF budget and matching it up with the numbers on financial reports.
- Rick met with the St. Regis. They are looking to host a potential gala to fundraise for the WCAF. A tentative date has been set for December 28<sup>th</sup>.

### **Financials**

- Monthly Financial Review: Monthly financial reports were included in the board packet. There was clarification of portion paid to Matrix, the consultants for the Community Risk Assessment/Standard of Coverage review. There was also discussion of North 40 roof and possible need of ice tape in some areas.
- Storage/Locker Budget Revision: There was \$40,000 budgeted in Capital this year for storage at North 40. Originally looked at putting in storage loft system, however it came in at \$80,000. Staff is proposing building locker/storage at Fire Place for approximate cost of \$10,000 and proposed upgraded lockers in bunker rooms for duty crew rooms to put their stuff in. Quote was included in board packet. Cost would be \$25,000. The board agreed to allow revision of reallocating \$40,000 for loft system to do \$10,000 of storage at Fire Place and use \$25,000 for new lockers.
- FPPA 2<sup>nd</sup> Quarter Report. It was included in board packet. No further discussion.
- 2023 Draft Budget Review.
  - Jake reviewed the overtime budget and provided further explanation. There will be a \$20,000 increase. The training overtime was separated out. There was much discussion around overtime and training.
- Pay Cycle Adjustment. Jake will meet with each board member individually to explain the reason for adjustment. Jake gave a brief overview of the proposal.
- Updated State Legislation, FAMLI. This was voted on in 2020 in Colorado. Nikki gave an overview of the program. As a local government, the board can choose to opt out of this program but must do so via a resolution by the end of year. Staff will do further research and make a recommendation.

### **Board Comments & Action Items: None**

- Gabe Muething, Aspen Ambulance spoke to the board of the upcoming mill levy they are asking for in this next election. He gave an overview of the need and history of Aspen Ambulance.

**MOTION: Motion by John to adopt Resolution 2022-10-01 AFPD IN SUPPORT OF BALLOT ISSUE 6A TO INCREASE THE MILL LEVY FOR THE ASPEN AMBULANCE DISTRICT. Parker second.**

**Discussion: None**

**Vote: All approved**

### **Board Member Comments:**

- Parker commented that he had requested the executive session to discuss what was heard earlier in the meeting regarding processes. Richard mentioned that part of the policy discussion will be appropriate during the handbook revisions.
- John commented on the housing project and coming in on budget.
- The Holiday Party is being proposed for December 10<sup>th</sup> at Mountain Chalet.
- Emily applauded Ali on her work on WCAF.
- Steve agreed with Emily, very proud and gratitude to those that have worked hard on it.

### **Staff Report:**

- Fire Marshal and Prevention: Jan was out of town, so there is not Fire Prevention report included in the Staff Report. Fire Prevention Week is happening. Ben Smith is at the schools. Jan will be meeting with City Building Department for their plan to require sprinklers systems in all residences within city limits. Jan found out through newspaper this was being proposed and was not included in discussions. This will be further cost as plan reviews will go up.
- Operations Overview:
  - Consultants from Matrix for the Community Risk Assessment/Standard of Coverage were here October 4<sup>th</sup> - 6<sup>th</sup> and met with several people from other agencies and internal members. They are willing to still meet with any members and board. Steve and Parker gave a quick recap of their experience. They will be doing a community survey in addition to this.
  - Recruitment. There were three days of interviews. Twenty interviews were held. Recommending 2 already trained firefighters and 11 new recruits to go to academy. Jake addressed the capacity of the training. Scott addressed the training concerns of a larger group. It is manageable now, however in the 2-3 years if numbers increase, may need further discussion of training division.
  - False Alarms – Staff did some research. There are a number of reoccurring alarms at single residence. There were 47 with over 4 calls. Some of the bigger numbers were school and larger hotels. The general consensus with the duty crew is that it's not a big impact on operations but looking at exploring other options.
  - Training: Scott touched on some points from the report presented in board packet. There has been a change to Live Burn in October, however received access to Hotel Aspen to do a lot of hands on training instead.
    - Class of 22, of the 6 three have completed the program and the other 3 are on the verge of completion.
    - EMT Bridge class is about ½ way through. We are monitoring to see how they move through online. First two weeks in November will be hands on training. We have 7 of our members in the training. After November they will move to clinical time in Emergency Room and on ambulance.
    - There are two people advancing to Firefighter II.
    - The report is longer than normal because Scott added the outside training. Scott provided a list of number of firefighters taking extra classes.

### **CEO/Fire Chief and Good of the District:**

- Letter from Ukraine Aid included in board packet. This is not looked at as a political issue, this is helping other firefighters.
- Rick has been connected with a college in Bordeaux, France that is interested in an intern program for a student next summer for 10 weeks.
- Pano AI. It was suggested doing an IGA with the City and possibly County for funding.

### **Old Business:**

- Woody Creek Project Update: No further update

**New Business:**

- Upcoming Budget Work Session. Jan requested direction from the board as to any particular items the board would like to discuss so staff can plan accordingly. Please send emails to Jan.

**MOTION: Motion by Wabs to adjourn at 7:55pm. Parker second.  
Vote: All approved.**

**\*\*\* A full recording of this meeting can be requested by contacting the District Administrator at [nikki.lapin@aspenfire.com](mailto:nikki.lapin@aspenfire.com) or by calling 970-925-5532.**

# Aspen Fire Protection District

420 E Hopkins Avenue • Aspen, CO 81611 • 970-925-5532 • www.aspenfire.com



## Board of Directors Work Session October 18th, 2022

The Board of Directors of the Aspen Fire Protection District met for a Work Session. The meeting was open to the public in person and virtually via Zoom.

**Meeting called to order by John at 3:08pm**

### **Roll Call:**

- Board of Directors Present: John Ward, Parker Lathrop, Dave “Wabs” Walbert, Emily Taylor, Steve Wertheimer
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Schubert, Nikki Lapin
- Public/Others:

### **2023 Draft Budget Review**

- Payroll Cycle - Continued discussion from previous meeting. Jake has been meeting with each board member to explain in further detail.
- Salary Review - Jan gave a review of the salary and benefits budget and how the numbers compare from each spreadsheet.
- Pano AI - This number may change as there may be contributions from other agencies.
- Additional Position: Staff is proposing Administrative/Executive Assistant position. Discussion of moving Nikki to a dedicated Human Resource Director position and Jan Schubert to Finance Director.
- FPPA - Discussion of keeping funding at 80-85%. It was suggested keeping it at \$250,000. The minimum contribution is \$141,000. The state contributes \$40,000. After discussion it will be kept at \$150,000. The next actuarial will be received in July.
- Assessed Property Tax: Preliminary assessed property tax is reflected in the draft budget, but the final will be received in November prior to final budget due.
- LOSAP - Proposing to up it by 25%. The FPPA was increased, and salaries increased by 10%.
- Nikki gave an overview of the Employee Wellness program and importance of increasing this benefit to include Peer Support programming.
- Fire Prevention requested a new piece of equipment for fire extinguisher training.
- Vehicle Replacement – Discussion of replacing white Dodge truck with electric vehicle.
- C.O.R.E. Reimbursement - There is \$50,000 coming back from CORE on Fire Place project.
- Wish List - Hose washer, ice maker and workout equipment are some other capital item requests that Rick will review and bring to board next month.
- WFAC - Question if any surplus can go into this fund. Steve would like to see the program continue. This was set up as a two-year pilot program. There is a question if the position could be moved to district. The board suggested tracking hours and funds contributed. There was further review of WFAC. Rick will work with Ali on a better breakout.
- Chief Contract - The contract will be up the end of December.

### **February Board Meeting**

This will be held on February 9<sup>th</sup> at 5:00pm due to board members out of town.

**Special Event:**

Elks Club is doing a special ceremony for Dick Merritt on Thursday, October 20<sup>th</sup> at 5:00pm. Honor Guard will be presenting him as an honorary Honor Guard member.

**MOTION: Motion by Parker to adjourn at 4:11pm. Steve second.**

**Vote: All approved.**

**\*\*\* A full recording of this meeting can be requested by contacting the District Administrator at [nikki.lapin@aspenfire.com](mailto:nikki.lapin@aspenfire.com) or by calling 970-925-5532.**



**AFPD - North 40 Housing - "Fire Place"**  
**Monthly Budget Update - November 08, 2022**

Description Scope of Work	Current Budget	Spent To Date 11/08/22	Balance To Complete	Clarifications & Remarks
<b>Soft Cost Budget</b>				
<b>Architect Selection process</b>		-	-	
Harry Teague	5,000.00	5,000.00	-	Conceptual drawings
Stryker/Brown	5,050.50	5,050.50	-	Conceptual drawings
		-	-	
<b>Consultants</b>		-	-	
BendonAdams - Land Consultant	20,000.00	18,810.48	1,189.52	
		-	-	
Type Five - Owners Rep.	245,087.24	246,592.11	(1,504.87)	Increased for Type Five
Stryker/Brown - Architects	862,151.49	882,970.35	(20,818.86)	655,067.49
KL&A Structural Engineer		-	-	78,000.00
BG Works - MEP		-	-	121,800.00
Confluence Architecture		-	-	7,284.00
Fee adjustment based on GMP cost of construction @ 4.4%	42,311.54	-	42,311.54	42,311.54
		-	-	
SGM	90,000.00	117,186.83	(27,186.83)	Allowance
Civil Design		-	-	Cost included above
Traffic Study		-	-	Cost included above
Surveying		-	-	Prior to construction
Final Plat	5,000.00	-	5,000.00	Allowance
		-	-	
Land Design 39 - WELS permit	5,500.00	4,490.00	1,010.00	Need to update drawings
Hines Irrigation - WELS permit	2,650.00	4,600.00	(1,950.00)	Complete
		-	-	
Kubed - Fire sprinkler design	1,750.00	1,750.00	-	Complete
		-	-	
<b>Special Inspections</b>		-	-	
Kumar - Geo-Engineers	29,500.00	21,975.41	7,524.59	Allowance
Soils report		-	-	Budget included above
Soils testing		-	-	Budget included above
Materials testing		-	-	Budget included above
Special inspections		-	-	Budget included above
Waterproofing special inspections	12,400.00	23,655.00	(11,255.00)	\$17,748.62 Allowance
		-	-	
<b>Miscellaneous fees</b>		-	-	
Aspen Reprographics	3,500.00	2,829.84	670.16	Allowance
Aspen Times	1,500.00	1,409.29	90.71	Allowance
Stewart Title	300.00	300.00	-	Complete
Pitkin County	2,654.00	2,654.00	-	Complete
City of Aspen development review	37,604.20	37,604.20	-	Complete

**AFPD - North 40 Housing - "Fire Place"**  
**Monthly Budget Update - November 08, 2022**

Description Scope of Work	Current Budget	Spent To Date 11/08/22	Balance To Complete	Clarifications & Remarks
		-	-	
<b>Utilities</b>		-	-	
Water tap fees	330,021.60	334,414.80	(4,393.20)	Complete
Sewer tap fees	145,621.59	145,621.59	-	Complete
Holy Cross deposit	30,500.00	30,500.00	-	Complete
Holy Cross, return deposit	(28,500.00)	(28,500.00)	-	Complete
Holy Cross construction cost	28,500.00	30,928.23	(2,428.23)	Complete
Phone	5,000.00	5,000.00	-	Allowance
CTV + [Misc Ongoing Utilities]	5,000.00	9,966.65	(4,966.65)	Allowance
Black Hills - gas line re-location	1,000.00	3,970.19	(2,970.19)	Complete
		-	-	
<b>Permit Fees</b>		-	-	
Building permit & plan check fees	243,025.00	243,025.00	-	Complete
Permit intake fee	60,750.00	60,750.00	-	Complete
Access permit	675.75	675.75	-	Complete
Use tax		-	-	NIC
GIS fee	200.00	200.00	-	Complete
Road impact fees	60,530.13	60,530.13	-	Complete
		-	-	
<b>Building permit change order fees</b>	24,985.00	1,268.62	23,716.38	Allowance
Change order # 1 - Trash enclosure		-	-	
		-	-	
<b>FF &amp; E</b>	5,000.00	-	5,000.00	Allowance
Bike racks		-	-	
Benches		-	-	
		-	-	
<b>Insurances</b>		-	-	
Builders Risk		-	-	In construction budget
Performance & payment Bond		-	-	In construction budget
General Liability insurance		-	-	In construction budget
		-	-	
<b>Legal Fees</b>		-	-	
Karp.Neu.Hanlon	20,000.00	7,940.00	12,060.00	Allowance
		-	-	
<b>Staging Area</b>		-	-	
Lease & insurance	20,000.00	-	20,000.00	Allowance
		-	-	
<b>AFPD Contingencies</b>	500,000.00		500,000.00	Allowance
Increase for Type Five (Owners Rep)	(55,087.24)	-	(55,087.24)	
SBA & KLA Fire Station Roof Solar Panel Structural Design & BLDG 4 Closets	(6,300.00)	-	(6,300.00)	

**AFPD - North 40 Housing - "Fire Place"**  
**Monthly Budget Update - November 08, 2022**

Description Scope of Work	Current Budget	Spent To Date 11/08/22	Balance To Complete	Clarifications & Remarks
BGBW Low Voltage Submittal Review	(3,250.00)	-	(3,250.00)	
<b>Work completed by AFPD</b>		-	-	
Re-locate water line	65,931.80	65,931.80	-	Complete
Re-locate gas line	16,931.01	16,931.01	-	Complete
Lower electric vault	8,915.25	8,915.25	-	Complete
		-	-	
		-	-	
<b>Soft Cost Total</b>	<b>2,851,408.86</b>	<b>2,374,947.03</b>	<b>476,461.83</b>	
	<b>2,865,919.00</b>			
<b>FCI Construction Budget</b>				
<b>FCI's GMP contract budget</b>	14,208,446.00	-	14,208,446.00	Executed contract
PA # 1		172,411.70	(172,411.70)	Approved_03.23.21
PA # 2		261,922.60	(261,922.60)	Approved_04.15.21
PA # 3		512,340.70	(512,340.70)	Approved_05.05.21
PA # 4		377,720.95	(377,720.95)	Approved_06.07.21
PA # 5		604,975.15	(604,975.15)	Approved_07.12.21
PA # 6		540,510.10	(540,510.10)	Approved_08.12.21
PA # 7		782,648.95	(782,648.95)	Approved_09.10.21
PA # 8		1,007,517.75	(1,007,517.75)	Approved_10.06.21
PA # 9		1,174,010.95	(1,174,010.95)	Approved_11.04.22
PA # 10		958,823.60	(958,823.60)	Approval_12.10.21
PA # 11		585,040.40	(585,040.40)	Approval_01.11.22
PA #12		921,101.95	(921,101.95)	Approval_02.14.22
PA #13		864,518.05	(864,518.05)	Approval_03.10.22
PA #14		1,143,405.75	(1,143,405.75)	Approval_04.08.22
PA #15		894,724.25	(894,724.25)	Approval_05.23.22
PA #16		871,141.45	(871,141.45)	Approval_06.24.22
PA #17		645,703.60	(645,703.60)	Approval_07.18.22
PA #18		612,225.74	(612,225.74)	Approval_08.18.22
PA #19		504,879.27	(504,879.27)	Approval_09.14.22
PA #20		97,893.00	(97,893.00)	Approval_10.18.22
PA #21		11,698.00	(11,698.00)	Approval_TBD
PA #22		712,618.00	(712,618.00)	Approval_TBD
<b>Change Orders</b>				
PCCO #1	40,378.00	-	40,378.00	Approved_04.21.21 [Drywell and Drain Pipe]
PCCO #2	29,878.82	-	29,878.82	Approved_06.15.21 [Permit Set Pricing]
PCCO - Reconciliation	(26,349.82)		(26,349.82)	Approval_TBD
<b>Construction Cost Total</b>	<b>14,252,353.00</b>	<b>14,257,831.91</b>	<b>(5,478.91)</b>	

**AFPD - North 40 Housing - "Fire Place"**  
**Monthly Budget Update - November 08, 2022**

Description Scope of Work	Current Budget	Spent To Date 11/08/22	Balance To Complete	Clarifications & Remarks
Grand Total	17,103,761.86	16,632,778.94	470,982.92	

Grand total 3/9/21

17,074,362.00

**AFPD - North 40 Housing - "Fire Place"**  
**Contingency Reconciliation Update - November 08, 2022**

Description Scope of Work	Current Budget	Change to Contract Amounts	Balance To Complete
<b>Soft Cost Budget</b>			
<b>AFPD Contingencies</b>	500,000.00		
<b>Consultants</b>			
BendonAdams - Land Consultant		1,189.52	
Type Five - Owners Rep.		(55,087.24)	
Stryker/Brown - Architects		(20,818.86)	
KL&A Structural Engineer		-	
BG Works - MEP		(3,250.00)	
Confluence Architecture		-	
Fee adjustment based on GMP cost of construction @ 4.4%		42,311.54	
SGM		(27,186.83)	
Final Plat		5,000.00	
Land Design 39 - WELS permit		1,010.00	
Hines Irrigation - WELS permit		(1,950.00)	
Kubed - Fire sprinkler design		-	
<b>Special Inspections</b>			
Kumar - Geo-Engineers		7,524.59	
Waterproofing special inspections		(11,255.00)	
<b>Miscellaneous fees</b>			
Aspen Reprographics		670.16	
Aspen Times		90.71	
<b>Utilities</b>			
Water tap fees		(4,393.20)	
Sewer tap fees		-	
Holy Cross deposit		-	
Holy Cross, return deposit		-	
Holy Cross construction cost		(2,428.23)	
Phone		-	
CTV + [Misc Ongoing Utilities]		(4,966.65)	
Black Hills - gas line re-location		(2,970.19)	
<b>Permit Fees</b>			

**AFPD - North 40 Housing - "Fire Place"**  
**Contingency Reconciliation Update - November 08, 2022**

Description Scope of Work	Current Budget	Change to Contract Amounts	Balance To Complete
<b>Building permit change order fees</b>			
Change order # 1 - Trash enclosure		23,716.38	
<b>FF &amp; E</b>		5,000.00	
Bike racks			
Benches			
<b>Insurances</b>			
<b>Legal Fees</b>			
Karp.Neu.Hanlon		12,060.00	
<b>Staging Area</b>			
Lease & insurance		20,000.00	
<b>Work completed by AFPD</b>			
Re-locate water line		-	
Re-locate gas line		-	
Lower electric vault		-	
<b>Soft Cost Total</b>	-		<b>476,461.83</b>
<b>FCI Construction Budget</b>			
<b>FCI's GMP contract budget</b>			
Allowance #022		1,029.00	
Construction Contingency		-	
<b>Balance to Complete</b>		<b>(5,478.91)</b>	
<b>Construction Cost Total</b>	-	<b>(4,449.91)</b>	-
<b>Grand Total</b>	-	<b>(4,449.91)</b>	<b>472,011.92</b>









**Application For Payment**  
Detailed Sheet

**Contract No:** 01000  
**To Company:** Aspen Fire District  
**From Company:** FCI Constructors, Inc.

**Application No:** 021  
**Application Date:** 11/4/2022  
**Period To:** 10/31/2022  
**Architect's Project No:** 10-20-048

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category ID	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete	Total Retain Value
00032		BALCONY/WALKWAY SLATS	0	0	0	0	0	0	0	0	0
		COST IMPACTS-ADDED LAUNDRY AREA CABINETS									
00033		MISC FLASHING	0	0	0	0	0	0	0	0	0
00034		WINDOW & SLIDING DOOR PACKAGE	0	0	0	0	0	0	0	0	0
00035		TEMPORARY HEATING	0	0	0	0	0	0	0	0	0
00036		SIGNAGE	0	0	0	0	0	0	0	0	0
00037		PHOTOVOLTAIC SYSTEM	0	0	0	0	0	0	0	0	0
00038		PLUMBING FIXTURE PACKAGE	0	0	0	0	0	0	0	0	0
00039		SNOW REMOVAL & EARTHWORK WINTER CONDITIONS	0	0	0	0	0	0	0	0	0
00040		ROCK REMOVAL	0	0	0	0	0	0	0	0	0
00041		DEWATERING	0	0	0	0	0	0	0	0	0
00042		IRRIGATION SYSTEM DESIGN & CONSTRUCTION	0	0	0	0	0	0	0	0	0
00073		WOOD PACKAGE WOOD ESCALATION WOOD ESCALATION	0	0	0	0	0	0	0	0	0
00074		OWNERS ALLOWANCES OWNERS ALLOWANCES	8,279	0	0	0	0	0	0	8,279	0

**Application For Payment**  
Detailed Sheet

**Contract No:** 01000  
**To Company:** Aspen Fire District  
**From Company:** FCI Constructors, Inc.

**Application No:** 021  
**Application Date:** 11/4/2022  
**Period To:** 10/31/2022  
**Architect's Project No:** 10-20-048

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category ID	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete Value	Total Retain Value
00044			0	0	0	0	0	0	0	0	0
00045		90 Bond and Insurance	238,649	233,282	0	0	0	233,282	98	5,367	11,664
00068			0	0	0	0	0	0	0	0	0
00046		95 Contractors Contingency	0	0	0	0	0	0	0	0	0
00069			0	0	0	0	0	0	0	0	0
00047		99 Fee	679,445	672,649	(167,420)	0	0	505,229	74	174,216	25,261
00078			0	0	0	0	0	0	0	0	0
<b>Totals:</b>			<b>14,252,353</b>	<b>14,240,655</b>	<b>11,698</b>	<b>0</b>	<b>0</b>	<b>14,252,353</b>	<b>100</b>	<b>0</b>	<b>712,618</b>







**Application For Payment**  
Detailed Sheet

**Contract No:** 01000  
**To Company:** Aspen Fire District  
**From Company:** FCI Constructors, Inc.

**Application No:** 022  
**Application Date:** 11/4/2022  
**Period To:** 9/30/2022  
**Architect's Project No:** 10-20-048

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category ID	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete	Total Retain Value
00032		BALCONY/WALKWAY SLATS	0	0	0	0	0	0	0	0	0
		COST IMPACTS-ADDED LAUNDRY AREA CABINETS									
00033		MISC FLASHING	0	0	0	0	0	0	0	0	0
00034		WINDOW & SLIDING DOOR PACKAGE	0	0	0	0	0	0	0	0	0
00035		TEMPORARY HEATING	0	0	0	0	0	0	0	0	0
00036		SIGNAGE	0	0	0	0	0	0	0	0	0
00037		PHOTOVOLTAIC SYSTEM	0	0	0	0	0	0	0	0	0
00038		PLUMBING FIXTURE PACKAGE	0	0	0	0	0	0	0	0	0
00039		SNOW REMOVAL & EARTHWORK WINTER CONDITIONS	0	0	0	0	0	0	0	0	0
00040		ROCK REMOVAL	0	0	0	0	0	0	0	0	0
00041		DEWATERING	0	0	0	0	0	0	0	0	0
00042		IRRIGATION SYSTEM DESIGN & CONSTRUCTION	0	0	0	0	0	0	0	0	0
00073		WOOD PACKAGE WOOD ESCALATION WOOD ESCALATION	0	0	0	0	0	0	0	0	0
00074		OWNERS ALLOWANCES OWNERS ALLOWANCES	8,279	0	0	0	0	0	0	8,279	0

**Application For Payment**  
Detailed Sheet

**Contract No:** 01000  
**To Company:** Aspen Fire District  
**From Company:** FCI Constructors, Inc.

**Application No:** 022  
**Application Date:** 11/4/2022  
**Period To:** 9/30/2022  
**Architect's Project No:** 10-20-048

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete	Total Retain Value
00044	.	.	0	0	0	0	0	0	0	0	0
00045		90 Bond and Insurance	238,649	233,282	0	0	0	233,282	98	5,367	0
00068	.	.	0	0	0	0	0	0	0	0	0
00046		95 Contractors Contingency	0	0	0	0	0	0	0	0	0
00069	.	.	0	0	0	0	0	0	0	0	0
00047		99 Fee	679,445	505,229	0	0	0	505,229	74	174,216	0
00078	.	.	0	0	0	0	0	0	0	0	0
<b>Totals:</b>			<b>14,252,353</b>	<b>14,252,353</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,252,353</b>	<b>100</b>	<b>0</b>	<b>0</b>



## Fire Place Gym Budget

	Actuals	Links	Notes	Estimated Cost
Peloton+	\$1,995	<a href="https://www.onepeloton.com/shop/bike-dual">https://www.onepeloton.com/shop/bike-dual</a>	peloton + comes with a swinging screen and added membership option with yoga, hit, stretch, etc.	\$2,000
Assault Runner	\$2,999	<a href="https://www.assaultfitness.com/products/ass">https://www.assaultfitness.com/products/ass</a>	order would go with assault bike (shipping) - other option is TrueForm (\$3,995 - but can order from rogue)	\$5,000
Squat Rack w/ spotter arms	\$730	<a href="https://www.roguelfitness.com/roque-rm1-2c">https://www.roguelfitness.com/roque-rm1-2c</a>	no bolting to ground necessary	\$1,000
Wall Mount Squat Rack	\$795	<a href="https://www.roguelfitness.com/roque-rm1-3w">https://www.roguelfitness.com/roque-rm1-3w</a>	no bolting to ground necessary - bolted to wall	\$2,500
Wall Mount Pullup Bar	\$187	<a href="https://www.roguelfitness.com/roque-pullup-1w">https://www.roguelfitness.com/roque-pullup-1w</a>	no bolting to ground necessary - bolted to wall	\$250
Bench	\$170	<a href="https://repfitness.com/collections/benches/or">https://repfitness.com/collections/benches/or</a>		\$250
Incline Bench	\$270	<a href="https://www.roguelfitness.com/collections/benches/or">https://www.roguelfitness.com/collections/benches/or</a>		\$300
Concept 2 Rower	\$900	<a href="https://www.roguelfitness.com/black-concept">https://www.roguelfitness.com/black-concept</a>		\$900
Concept 2 Bike	\$1,100	<a href="https://www.roguelfitness.com/concept2-bike">https://www.roguelfitness.com/concept2-bike</a>		\$900
Concept 2 Ski Erg	\$770	<a href="https://www.roguelfitness.com/concept-2-skie">https://www.roguelfitness.com/concept-2-skie</a>		\$900
Assault Bike	\$749	<a href="https://www.assaultfitness.com/products/arb">https://www.assaultfitness.com/products/arb</a>		\$600
Elliptical	\$2,499	<a href="https://www.nordictrack.com/freeside-train">https://www.nordictrack.com/freeside-train</a>		\$1,000
Dumbbells	\$2,025	<a href="https://www.roguelfitness.com/roque-dumbb">https://www.roguelfitness.com/roque-dumbb</a>	2.5 - 20 (2.5s) 20 - 50 (5s) 60s & 70s	\$1,500
Dumbbell Rack	\$900	<a href="https://www.roguelfitness.com/roque-3-tier-d">https://www.roguelfitness.com/roque-3-tier-d</a>		\$500
45lb barbell (2)	\$700	<a href="https://www.roguelfitness.com/the-ohio-bat-2">https://www.roguelfitness.com/the-ohio-bat-2</a>		\$600
35lb barbell (2)	\$590	<a href="https://www.roguelfitness.com/the-bella-roof">https://www.roguelfitness.com/the-bella-roof</a>		\$600
Bumper Plates (680 lbs)	\$1,675	<a href="https://www.roguelfitness.com/roque-echo-by">https://www.roguelfitness.com/roque-echo-by</a>	260 lb set (2) + 160 lb set	\$2,000
Weight Tree	\$220	<a href="https://www.roguelfitness.com/roque-vertic">https://www.roguelfitness.com/roque-vertic</a>		\$250
Steel Plates (500lbs)	\$1,346	<a href="https://www.roguelfitness.com/roque-usa-oly">https://www.roguelfitness.com/roque-usa-oly</a>		\$1,000
Cable Crossover Machine	\$3,000		see comment for 3 options	\$3,500
Kettlebells	\$600	<a href="https://www.roguelfitness.com/roque-kettlebe">https://www.roguelfitness.com/roque-kettlebe</a>	13, 18, 26, 35 (2), 53 (2), 70	\$600
Jump Ropes (10 pack)	\$160	<a href="https://www.roguelfitness.com/roque-bus">https://www.roguelfitness.com/roque-bus</a>		\$150
Plyo Box	\$275	<a href="https://www.roguelfitness.com/roque-18m-oly">https://www.roguelfitness.com/roque-18m-oly</a>		\$150
Yoga Mats	\$80	<a href="https://www.roguelfitness.com/roque-yoga-mat">https://www.roguelfitness.com/roque-yoga-mat</a>	(4) - can look into others	\$50
Blocks	\$132	<a href="https://www.amazon.com/Manduka-Cork-Yog">https://www.amazon.com/Manduka-Cork-Yog</a>	4 sets	\$30
Yoga Straps	\$28	<a href="https://www.amazon.com/dp/B087X49J54">https://www.amazon.com/dp/B087X49J54</a>	4 sets	\$100
Med Balls w/ handles	\$203	<a href="https://www.amazon.com/SPB-Dual-Xerball">https://www.amazon.com/SPB-Dual-Xerball</a>	10, 16, 20 lbs (3)	\$200
Slam Balls	\$185	<a href="https://www.roguelfitness.com/roque-echo-sla">https://www.roguelfitness.com/roque-echo-sla</a>	(3) - 10, 15, 20	\$100
Resistance Bands	\$121	<a href="https://www.roguelfitness.com/roque-tronster">https://www.roguelfitness.com/roque-tronster</a>		\$70
Bosu Ball	\$175	<a href="https://www.roguelfitness.com/bosu-balls">https://www.roguelfitness.com/bosu-balls</a>		\$50
Balance Pad	\$65	<a href="https://www.roguelfitness.com/amaa-balance">https://www.roguelfitness.com/amaa-balance</a>		\$150
TRX	\$180	<a href="https://www.roguelfitness.com/the-trx-sweat">https://www.roguelfitness.com/the-trx-sweat</a>		\$50
Whiteboard	\$34	<a href="https://www.amazon.com/Amazon-Basics-Mi">https://www.amazon.com/Amazon-Basics-Mi</a>		\$600
Smart TV	\$600	<a href="https://www.costco.com/televisions.html">https://www.costco.com/televisions.html</a>	need to identify - have costco membership pricing	\$1,000
Water Fountain/Bottle Fill	\$1,290	<a href="https://www.alphacore.com/departments/">https://www.alphacore.com/departments/</a>	assuming ya'll have a specific site for this - looked around this price	\$200
Motorola Radio Charging Station	\$300	<a href="https://www.roguelfitness.com/the-original-ab">https://www.roguelfitness.com/the-original-ab</a>		\$60
Abmat (2)	\$66	<a href="https://www.roguelfitness.com/roque-echo-ov">https://www.roguelfitness.com/roque-echo-ov</a>		\$200
Clock/Timer	\$290	<a href="https://www.roguelfitness.com/mobility-rehab">https://www.roguelfitness.com/mobility-rehab</a>	can identify easily - multiple items (lacrosse ball, other balls, roller, bands, hip crosssym)	\$300
Recovery Tools	\$300	<a href="https://www.roguelfitness.com/crossover-sym">https://www.roguelfitness.com/crossover-sym</a>		\$200
Crossover Symetry	\$195	<a href="https://www.roguelfitness.com/mobility-rehab">https://www.roguelfitness.com/mobility-rehab</a>	can identify easily - multiple items (squat wedge, monkeyfeet, bands, stability block, floss)	\$300
Mobility Accessories	\$300	<a href="https://www.roguelfitness.com/hypercent-hydr">https://www.roguelfitness.com/hypercent-hydr</a>	several good options	\$200
Theragun/Hypence	\$200	<a href="https://www.amazon.com/Boxa-Bjvetooth-Sig">https://www.amazon.com/Boxa-Bjvetooth-Sig</a>	several good options	\$300
Speaker	\$650			
Kids Area				

Rug	\$1,500	<a href="https://www.cottenbam.com/products/micros">https://www.cottenbam.com/products/micros</a>
Bean Bag Chair	\$700	<a href="https://www.lovesac.com/sacs.html">https://www.lovesac.com/sacs.html</a>
Loveseat	\$700	<a href="https://www.allmodern.com/AllModern-Kean">https://www.allmodern.com/AllModern-Kean</a>
TV x 2	\$1,100	<a href="https://www.amazon.com/amazon-fire-tv-55/">https://www.amazon.com/amazon-fire-tv-55/</a>
Lockers/Cubbies	\$200	
<b>TOTAL</b>	<b>\$34,249</b>	

**\$30,760**

## WCAF Board Meeting Update – 11.08.22

**Gross Fundraising Total** (since Oct. 2021): \$357,030.00  
**Gross Income** (Since January 1, 2022): \$166,546.33  
**Net Income** (Since January 1, 2022): \$ 47,629.95

Grant Name	Due	\$ Ask	\$ Received	Match/ other info	Status
IAFC Chipper Program	4/17/22	\$10,480.00	\$10,480.00	238yd <sup>3</sup> chips sent to landfill	Received, closed out.
AIM/ CO-CO grant for Capacity Building	7/15/22	\$20,000	\$0	Grant request denied due to lack of local support & long term sustainability	Denied
Bureau of Land Management CO Fuels Management & Community Fire Assistance	8/17/22	\$28,498.20	Tbd - mid October	For Willoughby/ 33 acre Fire Break Project.	Submitted & Pending
AFPD - <b>FRWRM</b> (Forest Restoration and Wildfire Risk Mitigation Grant) CSFS	10/19/22	\$97,163.00 total (\$48,581.50 match for 1 year)	Tbd - March '23	100% Match Required (50% of total project cost). Highly Competitive, historically front range capacity grants	Submitted & Pending
Starwood - <b>FRWRM</b> (Forest Restoration and Wildfire Risk Mitigation Grant) CSFS	10/19/22	\$487,600 total project cost (\$243,800 over 5 years)	Tbd - March '23	100% Match Required (50% of total project cost). Highly Competitive, historically front range grants. (\$48,760/yr) for project support	Submitted & Pending
Colorado Watershed Restoration Program	TBD; announced in Dec.	TBD	TBD	25% match required; half cash, the other half can be in-kind.	
Laura Jane Musser Foundation	3/15/23	(up to \$35k)	TBD	Implementation of projects concerning the environmental preservation and sustainable use of public open spaces. Match not required but accepted.	

## WCAF Board Meeting Update – 11.08.22

- **Outreach:**
  - Ambassador program 2023
  - RFV Wildfire Collaborative – Leadership Roles
    - Aspen Institute partnership & MOU
  
- **Projects**
  - Working on Chipper cost share for 2023 for city and county
  - Pre-planning for potential burn in 2024
  - Working on streamlining tree removal recommendations with city/ county
  
- **Fundraising**
  - Gala Dec. 28 TBD
  - Possibility of working with Pano AI on FEMA grant

---

**File Code:** 1590  
**Date:** October 17, 2022

Matthew McCombs  
State Forester and Director Colorado State Forest Service  
5060 Campus Delivery  
Fort Collins, CO 80523-5060

Dear Matthew,

I am writing in support of the Aspen Fire Protection District (AFPD) application for Capacity Building Support for its Director of Community Wildfire Resilience position. With support from the Colorado State Forest Service (CSFS) Forest Restoration and Wildfire Risk Mitigation (FRWRM) grant funds, AFPD will provide critical wildfire mitigation leadership, education, and project management for its district and connected landscapes.

The US Forest Service (USFS) is committed to increasing active management practices and working with its partners to increase health, resilience, and productivity of the Nation's landscapes while protecting life, property, and resources. The Roaring Fork Valley Wildfire Collaborative (RFVWC) is a new multi-agency entity that works to reduce wildfire risk over its 1,451 square mile boundary by identifying, prioritizing, and implementing strategic cross-boundary projects to create fire resilient landscapes and fire-adapted communities.

In my roles as head of the Aspen/Sopris Ranger District of the White River National Forest and as the current lead facilitator for the RFVWC, I support AFPD's grant application because dedicated staffing for proactive land management is critical for the safety and preparedness of our WUI communities, the tourism and recreation that drives the local economy, and the forests and rivers that sustain life in the West. The AFPD director has been an effective and essential player in local wildfire preparedness initiatives. The USFS and RFVWC rely on this position for planning cross-boundary fuels treatments and pushing forward community education for fuels reduction. We are committed to working together on future partnerships and will provide technical expertise, guidance, and project planning support wherever possible to reduce wildfire risk, improve habitat and forest health, and protect our community and watershed.

Please give AFPD's proposal the highest consideration for CSFS FRWRM funds.

Sincerely,

X 

---

Signed by Department of Agriculture

KEVIN WARNER  
District Ranger





Matthew McCombs  
State Forester and Director  
Colorado State Forest Service  
5060 Campus Delivery  
Fort Collins, CO 80523-5060

October 18, 2022

RE: The City of Aspen Forestry and Open Space supports the Aspen Fire Protection District's  
Wildfire Resilience program

Dear Mr. McCombs,

We are writing in support of the Aspen Fire Protection District (AFPD) application for Capacity Building Support for its Director of Community Wildfire Resilience position. With support from the Colorado State Forest Service (CSFS) Forest Restoration and Wildfire Risk Mitigation (FRWRM) grant funds, AFPD will be able to continue its important work of proactive wildfire mitigation in and around the City of Aspen.

Aspen Parks & Recreation manages over 30 parks and playgrounds, more than 2,100 acres of parks, trails, and open space, and provides landscape management and maintenance for park sites and designated roadways. Aspen also boasts of having the premier high-altitude community forest in Colorado. Drought, decades of fire suppression, and crowded forests wrought with beetle kill are contributing toward a worsening situation on the ground. As both land managers and stewards of the world-renowned recreation in Aspen, we recognize the importance of a strategic, science-driven collaborative approach to forest and community resilience to wildfire.

Aspen Fire's Director of Community Wildfire Resilience has been a much-needed community resource to lead the paradigm shift for community-led wildfire mitigation. We will continue to be a resource for projects ranging from homeowner defensible space to landscape scale restoration and will provide collaborative support for future partnership projects with Aspen Fire.

Please give AFPD's proposal the highest consideration for CSFS FRWRM funds.

Sincerely,

David Coon  
City Forester | City of Aspen Parks and Open Space

John Spiess  
City of Aspen Open Space and Natural Resources Manager

**PITKIN COUNTY**  
**SHERIFF'S OFFICE**

**SHERIFF JOE DISALVO**

Matthew McCombs  
State Forester and Director  
Colorado State Forest Service  
5060 Campus Delivery  
Fort Collins, CO 80523-5060

Oct 12, 2022

RE: Pitkin County Emergency Management supports the Aspen Fire Protection District's Wildfire Program

Dear Mr. McCombs,

I write to express my strong support for Aspen Fire Protection District's (AFPD) Director of Community Wildfire Resilience position. With Colorado State Forest Service (CSFS) Forest Restoration & Wildfire Risk Mitigation (FRWRM) grant funds, AFPD will address high wildfire risk in the district through dedicated staffing for vegetation management projects and homeowner outreach. A person dedicated to, and exclusively focused on, this task is essential for long term success and community support.

Our community lies within the wildland urban interface (WUI) with limited egress and hosts \$32 billion (at all income levels) in assessed values at risk. FRWRM grant funds to support the Director of Community Wildfire Resilience will leverage existing AFPD wildfire mitigation efforts to conduct treatments from the homeowner level to landscape scale.

Increasing catastrophic wildfire behavior calls for increased resources for proactive wildfire mitigation. In response to this threat, in October 2021, AFPD hired a Director of Community Wildfire Resilience. Over her year-long tenure, the program director, Ali Hager, has greatly amplified AFPD's capacity for fuels reduction planning and implementation, as well as community fuels reduction outreach and communications. The new director's collaborative nature, background in local ecology, and innovative communication strategies produce benefits ranging from increasing defensible space to cross-boundary forest health projects. Support from CSFS would represent a significant leap forward for local risk reduction efforts, as this is currently the only position of its kind in the district solely dedicated to wildfire mitigation.

Pitkin County Emergency Management enthusiastically supports this position.

Please give Aspen Fire Protection District's proposal the highest consideration for CSFS FRWRM funds.

Sincerely,



Valerie MacDonald  
Emergency Manager, Pitkin County

**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2022  
Oct 31, 22

**ASSETS**

**Current Assets**

**Checking/Savings**

**GENERAL FUND BANK ACCTS**

10100 · Alpine Bank--GF Checking	102,148.77
10401 · ColoTrust--GF General	2,521,416.89
10406 · ColoTrust--GF Emerg Reserve	305,082.45
10407 · ColoTrust--GF Operations Resrv	1,224,458.63
10409 · ColoTrust--GF FPPA	260,034.28
10545 · Grand Junction Fed Credit Union	73.75

**Total GENERAL FUND BANK ACCTS** 4,413,214.77

**CAPITAL ACQ. FUND BANK ACCTS**

10700 · Alpine Bank--Cap Acq. Checking	44,824.57
10801 · ColoTrust--Cap Acq	354,289.32

**Total CAPITAL ACQ. FUND BANK ACCTS** 399,113.89

**HOUSING FUND BANK ACCOUNTS**

10890 · Alpine Checking--Housing	70,712.11
10901 · ColoTrust--Housing	1,971,334.68
10906 · ColoTrust (UMB)--Cert Principal	11.02
10907 · ColoTrust (UMB)--Cert Interest	96.45

**Total HOUSING FUND BANK ACCOUNTS** 2,042,154.26

**WILDFIRE C.A. FUND BANK ACCTS**

10950 · Alpine Bank--WCAF Checking	15,854.89
10951 · ColoTrust--WCAF Reserves	198,186.35

**Total WILDFIRE C.A. FUND BANK ACCTS** 214,041.24

**DEBT SERVICE FUND BANK ACCTS**

11201 · ColoTrust--Debt Service	2,063,637.14
---------------------------------	--------------

**Total DEBT SERVICE FUND BANK ACCTS** 2,063,637.14

**Total Checking/Savings** 9,132,161.30

**Accounts Receivable**

**ACCTS RECEIVABLE--by Fund**

12235 · Receivable due - Pitkin County	1,971.29
12240 · Receivable due - CDPS / DFPC	32,727.51
12252 · Receivable due - AFD Staff	15,682.40
12255 · Receivable due - Other	16,876.51

**Total ACCTS RECEIVABLE--by Fund** 67,257.71

**Total Accounts Receivable** 67,257.71



**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2022

Oct 31, 22

<b>Other Current Assets</b>	
<b>GENERAL FUND (Asset)</b>	
10450 · Property Tax Receivable	27,241.91
<b>Total GENERAL FUND (Asset)</b>	<u>27,241.91</u>
<b>BOND DEBT SERVICE FUND (Asset)</b>	
10750 · Property Tax Receivable	4,664.49
<b>Total BOND DEBT SERVICE FUND (Asset)</b>	<u>4,664.49</u>
10671 · Prepaid Expenses--General Fund	18,300.58
10672 · Apparatus Deposits--CA Fund	1,564,686.00
<b>Total Other Current Assets</b>	<u>1,614,892.98</u>
<b>Total Current Assets</b>	<u>10,814,311.99</u>
<b>Fixed Assets</b>	
<b>GENERAL FIXED ASSET GROUP</b>	
10600 · Fire Trucks & Equip	4,409,454.67
10610 · Building Improvements	1,330,603.73
10615 · Buildings	13,398,373.00
10640 · Firefighting Equipment	350,515.19
10650 · Administrative	374,807.41
10660 · Construction in Progress	9,620,393.90
10665 · Land - North 40	1,700,000.00
10669 · Accumulated Depreciation	-8,211,685.11
<b>Total GENERAL FIXED ASSET GROUP</b>	<u>22,972,462.79</u>
<b>Total Fixed Assets</b>	<u>22,972,462.79</u>
<b>Other Assets</b>	
10593 · Deferred Refunding Cost	1,574,234.68
10594 · Deferred Refunding Costs-Accum.	-1,388,693.62
90101 · VPF-Def Oflow-Pens Exper Diff	11,435.00
90103 · VPF-Def Oflow-Pens Inv Ret Diff	72,196.00
90105 · VPF-Def Oflow-Pens Contr After	545,000.00
90111 · SWDB-Def Oflow-Pens Exper Diff	129,462.34
90112 · SWDB-Def Oflow-Pens Chg Assum	64,923.24
90113 · SWDB-Def Oflow-Pens Inv Ret Dif	0.07
90114 · SWDB-Def Oflow-Pens Act/Rep Dif	14.00
90115 · SWDB-Def Oflow-Pens Chg Propor	18,161.00
90116 · SWDB-Def Oflow-Pens Contr After	88,856.92
<b>Total Other Assets</b>	<u>1,115,589.63</u>
<b>TOTAL ASSETS</b>	<u><u>34,902,364.41</u></u>

**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2022  
Oct 31, 22

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

**ACCOUNTS PAYABLE--by Fund**

2000 · Accts Payable--General Fund	9,252.20
2006 · Accts Payable--WCAF	250.00

<b>Total ACCOUNTS PAYABLE--by Fund</b>	<b>9,502.20</b>
--	-----------------

<b>Total Accounts Payable</b>	<b>9,502.20</b>
-------------------------------	-----------------

**Other Current Liabilities**

**CURRENT LIABILITIES**

20318 · Stn Tenants' Deposits/Last Rent	3,100.00
21020 · Retainage Payable--Housing	367,259.15
20125 · State Unemployment Accrual	278.98
20135 · HSAs Accrual	5,060.31
20162 · Vol FFs Insurances Accrual	2,384.62
20317 · AVFD T-shirt Sales (+) Accrual	2,714.08
21000 · Deferred Revenue--Prop. Tax	27,241.91

<b>Total CURRENT LIABILITIES</b>	<b>408,039.05</b>
----------------------------------	-------------------

23050 · Accrued Int. Payable--Bond Debt	41,537.90
---	-----------

<b>Total Other Current Liabilities</b>	<b>449,576.95</b>
--	-------------------

<b>Total Current Liabilities</b>	<b>459,079.15</b>
----------------------------------	-------------------

**Long Term Liabilities**

**G.O.BOND DEBT SERV FUND (Liab.)**

22000 · Deferred Revenue--Prop.Tax	4,664.49
23000 · Bonds Payable	3,945,000.00
23010 · Current Portion - Bonds Payable	905,000.00
22900 · Bond Premium	1,100,512.25
22901 · Bond Premium- Accumulate Amort.	-1,002,622.27

<b>Total G.O.BOND DEBT SERV FUND (Liab.)</b>	<b>4,952,554.47</b>
--	---------------------

## Aspen Fire Protection District Balance Sheet

As of October 31, 2022

Oct 31, 22

	<b>FP HOUSING DEBT SERVICE (Liab.)</b>		<u>                    </u>
	22905 · COPs Premium Amortization	-174,304.56	
	22902 · COPs Payable	12,740,000.00	
	22903 · Current Portion - COPs Payable	565,000.00	
	22904 · COPs Premium	1,836,645.45	
	<b>Total FP HOUSING DEBT SERVICE (Liab.)</b>	<b>14,967,340.89</b>	
	90200 · VPF--Net Pension Liability	422,124.00	
	90202 · VPF--Def Iflow--Pens Chg Assum	251,680.00	
	90210 · SWDB--Net Pension Liability	-152,646.42	
	90211 · SWDB-Def Iflow-Pens Exp Diff	607.29	
	90213 · SWDB-Def Iflow-Pens Inv Ret Dif	156,790.00	
	90214 · SWDB-Def Iflow-Pens Act/Rep Dif	-9,643.24	
	90215 · SWDB-Def Iflow-Pens Chg Propor	175,904.97	
	90220 · Compensated Absences / PTO	196,382.39	
	<b>Total Long Term Liabilities</b>	<b>20,961,094.35</b>	
	<b>Total Liabilities</b>	<b>21,420,173.50</b>	
	<b>Equity</b>		
	<b>FUND BALANCES</b>		
	30030 · WildfireCommAction Fund Balance	150,537.00	
	30005 · LT Assets minus LT Debt	3,950,199.41	
	30015 · Capital Acq. Fund Balance	1,808,322.00	
	30020 · Bond Debt Svc Fund Balance	1,081,430.00	
	30025 · FP Housing Fund Balance	7,856,990.00	
	30300 · Net Pension Liab. & Deferrals	-860,120.00	
	30600 · Contingency Reserve (TABOR)	186,000.00	
	37500 · GF - Unrestricted Fund Balance	2,927,951.00	
	<b>Total FUND BALANCES</b>	<b>17,101,309.41</b>	
	<b>Net Income</b>	<b>-3,619,118.50</b>	
	<b>Total Equity</b>	<b>13,482,190.91</b>	
	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>34,902,364.41</b>	

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>GENERAL (Income)</b>				
<b>31100 · General Property Tax</b>				
31102 · Allocation--to Cap Acq Fund	0.00	600,000.00	500,000.00	600,000.00
31103 · Allocation--to FP Housing Fund	0.00	1,100,000.00	916,666.68	1,100,000.00
31104 · Allocation--to GF General	38,813.32	4,181,257.82	3,507,453.34	4,208,944.00
31105 · Allocation--to GF Emerg Reserve	0.00	50,000.00	41,666.68	50,000.00
31107 · Allocation--to GF FPPA Annual	0.00	250,000.00	208,333.34	250,000.00
31109 · Allocation--for Treasurer Fee	2,148.27	325,978.82	272,322.50	326,787.00
<b>Total 31100 · General Property Tax</b>	<b>40,961.59</b>	<b>6,507,236.64</b>	<b>5,446,442.54</b>	<b>6,535,731.00</b>
31200 · Specific Ownership Taxes	20,773.76	188,753.70	187,500.00	225,000.00
36100 · Interest Earned--Prop. Taxes	2,040.72	13,975.34	10,000.00	12,000.00
36200 · Interest on Investments	11,956.88	46,789.70	500.00	600.00
37100 · Delinquent Taxes	-40.91	-1,735.01	-5,000.00	-6,000.00
38000 · North 40 Lease to County	4,388.27	43,634.32	43,083.34	51,700.00
38010 · County Share of Expenses @N40	0.00	23,271.49	25,000.00	30,000.00
38015 · Tenants' Rent & Utilities @Stwd	1,776.50	13,116.75	12,500.00	15,000.00
38020 · Tenants' Rent @ N40 & Woody Crk	1,100.00	17,228.00	19,860.00	23,832.00
38050 · WFAC (Wildfire Mapping) Project	0.00	-37,725.26	37,725.00	37,725.00
38100 · Other Income (vs. Expense)	0.00	102,061.38		
38101 · Grants	0.00	20,000.00	104,166.68	125,000.00
38103 · CDPS DFPC--Cooperator Incident	32,727.51	32,727.51		
38109 · Donations/Contrib (GF-Assigned)	0.00	38,187.50		
38110 · Sprinkler Permit Fees(PlansChk)	7,194.28	31,203.24	41,666.68	50,000.00
<b>Total GENERAL (Income)</b>	<b>122,878.60</b>	<b>7,038,725.30</b>	<b>5,923,444.24</b>	<b>7,100,588.00</b>
<b>Total Income</b>	<b>122,878.60</b>	<b>7,038,725.30</b>	<b>5,923,444.24</b>	<b>7,100,588.00</b>
<b>Gross Profit</b>	<b>122,878.60</b>	<b>7,038,725.30</b>	<b>5,923,444.24</b>	<b>7,100,588.00</b>
<b>Expense</b>				
<b>PERSONNEL - District Staff</b>				
41110 · Wages - Career Duty FFs	90,641.17	858,670.77	964,822.50	1,157,787.00
41115 · Overtime - Career Duty FFs	1,272.95	70,353.99	50,000.00	60,000.00
41111 · Salaries & Wages-All Other Paid	62,466.97	622,484.55	708,926.68	850,712.00
41120 · Misc. Payroll Expenses	108.00	1,644.14	1,500.00	1,800.00
41125 · Employer SUI--Staff	284.05	2,990.43	3,535.00	4,242.00
41130 · Retirement Plan--401(a)	10,093.07	112,294.47	111,893.34	134,272.00
41132 · Pension Plan--FPPA SWDB	10,859.16	104,403.26	130,825.84	156,991.00
41135 · Employer Medicare--Staff	2,157.07	22,300.06	25,630.84	30,757.00
41140 · All Insurances & HSA Contrib.	44,149.64	350,966.22	363,445.84	436,135.00
41141 · Board Match--457(b) Plan	2,950.99	30,442.80	34,185.84	41,023.00
41142 · Fit/Wellness Allowance--Staff	0.00	13,883.66	25,666.68	30,800.00
41143 · Health Insur--Staff Dependents	6,797.94	64,725.45	79,070.00	94,884.00
41144 · Benefits Contingency - PTO Cash	0.00	16,500.76	17,912.50	21,495.00
<b>Total PERSONNEL - District Staff</b>	<b>231,781.01</b>	<b>2,271,660.56</b>	<b>2,517,415.06</b>	<b>3,020,898.00</b>

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>ADMINISTRATION</b>				
41149 · County Treasurer Fee	2,148.27	325,978.82	272,536.68	327,044.00
41150 · Employer Medicare--AVFD+	0.00	262.42	1,250.00	1,500.00
41155 · Employer Social Security--AVFD+	423.53	5,309.43	10,000.00	12,000.00
41160 · Employer SUI--AVFD+	0.00	36.19	416.68	500.00
41146 · Employee Wellness & PeerSupport	2,204.00	6,133.95	6,666.68	8,000.00
41210 · Contr Labor/ Special Projects	0.00	43,000.00	35,833.34	43,000.00
41211 · Supplies & Expenses	735.73	23,954.41	20,246.68	24,296.00
41212 · Telephone Expense	3,147.95	31,761.36	26,666.68	32,000.00
41214 · Info. Systems & Support	1,987.00	37,903.46	30,000.00	36,000.00
41500 · Audit & Budget	0.00	18,800.00	15,833.34	19,000.00
41510 · Insurance				
Gen Liability/Accident & Other	0.00	50,170.80	37,500.00	45,000.00
Workers' Comp	0.00	96,335.22	75,000.00	90,000.00
<b>Total 41510 · Insurance</b>	<b>0.00</b>	<b>146,506.02</b>	<b>112,500.00</b>	<b>135,000.00</b>
41520 · Legal	2,059.50	28,404.08	21,666.68	26,000.00
41770 · Equip Repair/Replace	4,998.00	4,998.00	4,166.68	5,000.00
41810 · Election	0.00	17,253.21	16,000.00	16,000.00
41820 · Staff Vehicle Expense				
Maint. Labor--at County Fleet	0.00	5,248.00		
41820 · Staff Vehicle Expense - Other	1,200.00	8,471.32	9,166.68	11,000.00
<b>Total 41820 · Staff Vehicle Expense</b>	<b>1,200.00</b>	<b>13,719.32</b>	<b>9,166.68</b>	<b>11,000.00</b>
41840 · Administrative	3,317.56	41,786.96	37,500.00	45,000.00
41920 · Capital Outlay - Computers +	0.00	11,289.01	16,666.68	20,000.00
<b>Total ADMINISTRATION</b>	<b>22,221.54</b>	<b>757,096.64</b>	<b>637,116.80</b>	<b>761,340.00</b>
<b>PERSONNEL - Volunteer Staff</b>				
41860 · Vol. Fit/Wellness Allowance	0.00	17,966.66	35,000.00	42,000.00
41861 · Volunteer Health Insur/HSA/HRA	16,441.59	184,466.39	294,125.00	352,950.00
41870 · Volunteer Health Screenings	0.00	852.15	1,666.68	2,000.00
41875 · LOSAP(Length-of-Service Awards)	0.00	31,750.00	34,750.00	34,750.00
41892 · Volunteer Incentive Programs				
41877 · Volunteer Shift Incentives	0.00	1,500.00		
41892 · Volunteer Incentive Programs - Other	0.00	0.00	25,000.00	30,000.00
<b>Total 41892 · Volunteer Incentive Programs</b>	<b>0.00</b>	<b>1,500.00</b>	<b>25,000.00</b>	<b>30,000.00</b>
<b>Total PERSONNEL - Volunteer Staff</b>	<b>16,441.59</b>	<b>236,535.20</b>	<b>390,541.68</b>	<b>461,700.00</b>

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>FIRE FIGHTING</b>				
42205 · Firefighters' Logistics/Support	2,121.61	22,700.56	20,833.34	25,000.00
42206 · Uniforms	1,659.10	19,814.22	16,666.68	20,000.00
42211 · Operational Supplies & Expenses	6,418.10	121,256.21	125,000.00	150,000.00
42212 · Rescue Supplies & Expenses	0.00	12,929.19	12,500.00	15,000.00
42213 · EMS Supplies & Expenses	2.80	16,338.72	12,500.00	15,000.00
42214 · Wildfire Supplies & Expenses	1,284.90	15,195.36	8,333.34	10,000.00
42215 · Wildfire Program (Seasonal FFs)	0.00	1,372.50		
42220 · Pano AI Project (AFPD share)	0.00	60,000.00	50,000.00	60,000.00
42300 · Fuel	2,577.10	26,238.85	12,500.00	15,000.00
42400 · Subscriptions & Dues	0.00	1,065.00	1,250.00	1,500.00
42402 · Honor Guard	0.00	317.16	4,166.68	5,000.00
<b>Total FIRE FIGHTING</b>	<u>14,063.61</u>	<u>297,227.77</u>	<u>263,750.04</u>	<u>316,500.00</u>
<b>TRAINING</b>				
44102 · EMS Training & Records	1,721.85	8,644.35	20,000.00	24,000.00
44103 · FF Training & Records	390.00	25,184.59	33,333.34	40,000.00
44211 · Supplies & Expenses	440.61	8,918.46	8,333.34	10,000.00
<b>Total TRAINING</b>	<u>2,552.46</u>	<u>42,747.40</u>	<u>61,666.68</u>	<u>74,000.00</u>
<b>FIRE PREVENTION</b>				
43200 · Training	546.00	2,626.64	5,000.00	6,000.00
43211 · Supplies & Expenses	0.00	2,684.93	7,500.00	9,000.00
43212 · Public Fire Education	1,403.48	4,135.63	5,000.00	6,000.00
43213 · Outsourced Plans Checks	0.00	1,350.00		
43214 · Advertising--Public Education	469.20	5,998.80	10,000.00	12,000.00
<b>Total FIRE PREVENTION</b>	<u>2,418.68</u>	<u>16,796.00</u>	<u>27,500.00</u>	<u>33,000.00</u>
<b>COMMUNICATIONS</b>				
45211 · Supplies & Expenses	0.00	3,286.48	6,666.68	8,000.00
45300 · Administration				
County Dispatch Services	0.00	28,514.00	37,500.00	45,000.00
County Radio Services	0.00	28,980.00	25,000.00	30,000.00
<b>Total 45300 · Administration</b>	<u>0.00</u>	<u>57,494.00</u>	<u>62,500.00</u>	<u>75,000.00</u>
45910 · Radio Capital Outlay	0.00	11,683.80	16,666.68	20,000.00
<b>Total COMMUNICATIONS</b>	<u>0.00</u>	<u>72,464.28</u>	<u>85,833.36</u>	<u>103,000.00</u>
<b>CDPS COOPERATOR INCIDENTS</b>				
42600 · Cooperator Incident--Misc.	0.00	2,995.21		
42601 · Cooperator Incident--Personnel	0.00	5,011.44		
<b>Total CDPS COOPERATOR INCIDENTS</b>	<u>0.00</u>	<u>8,006.65</u>		
<b>REPAIR SERVICES (Fleet &amp; Equip)</b>				
46200 · Pump & Equipment Testing	4,000.00	17,937.84	16,666.68	20,000.00
46211 · Supplies & Expenses & Parts	1,882.64	22,028.24	23,333.34	28,000.00
46212 · Out-source Maint& Repair				
Labor--at County Fleet	7,840.00	46,244.10		
46212 · Out-source Maint& Repair - Other	0.00	65.00	62,500.00	75,000.00
<b>Total 46212 · Out-source Maint&amp; Repair</b>	<u>7,840.00</u>	<u>46,309.10</u>	<u>62,500.00</u>	<u>75,000.00</u>
<b>Total REPAIR SERVICES (Fleet &amp; Equip)</b>	<u>13,722.64</u>	<u>86,275.18</u>	<u>102,500.02</u>	<u>123,000.00</u>

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>STATIONS, BUILDINGS &amp; GROUNDS</b>				
<b>Headquarters Station</b>				
48209 · Alarm Monitoring and T&I--HQ	0.00	0.00	1,458.34	1,750.00
48210 · Repairs & Maint. - Headquarters	521.39	19,028.52	14,166.68	17,000.00
48211 · Supplies & Exp. - Headquarters	302.78	11,429.66	10,000.00	12,000.00
48214 · Utilities - Headquarters	2,618.93	31,276.60	35,000.00	42,000.00
48215 · Cleaning - Headquarters	567.00	5,751.00	7,500.00	9,000.00
<b>Total Headquarters Station</b>	<u>4,010.10</u>	<u>67,485.78</u>	<u>68,125.02</u>	<u>81,750.00</u>
<b>North 40 Station</b>				
48299 · Residential Apartment --N40	3,176.00	6,633.12		
48309 · Alarm Monitoring and T&I--N40	0.00	0.00	1,000.00	1,200.00
48311 · Repairs & Maint. - North 40	581.00	21,871.81	16,666.68	20,000.00
48315 · Supplies & Expenses - North 40	2,093.91	9,572.76	8,333.34	10,000.00
48320 · Utilities - North 40	3,442.01	39,449.10	33,333.34	40,000.00
<b>Total North 40 Station</b>	<u>9,292.92</u>	<u>77,526.79</u>	<u>59,333.36</u>	<u>71,200.00</u>
<b>Aspen Village Substation</b>				
48016 · Supplies & Exp.- Aspen Village	0.00	225.00	833.34	1,000.00
48400 · Utilities - Aspen Village	688.26	5,797.65	5,000.00	6,000.00
48409 · Alarm Monitoring and T&I--AV	0.00	0.00	833.34	1,000.00
48410 · Repairs & Maint.- Aspen Village	100.00	2,765.31	4,166.68	5,000.00
<b>Total Aspen Village Substation</b>	<u>788.26</u>	<u>8,787.96</u>	<u>10,833.36</u>	<u>13,000.00</u>
<b>Starwood Substation</b>				
48411 · Tenants' Rent - Starwood	2,613.00	10,452.00	9,166.68	11,000.00
48412 · Utilities & Expenses - Starwood	792.43	9,655.15	10,000.00	12,000.00
<b>Total Starwood Substation</b>	<u>3,405.43</u>	<u>20,107.15</u>	<u>19,166.68</u>	<u>23,000.00</u>
<b>Woody Creek Substation</b>				
47299 · Residential Apartment--WC	7,242.18	7,653.68		
47301 · Supplies & Exp. - Woody Creek	0.00	129.99	1,000.00	1,200.00
47302 · Utilities - Woody Creek	811.63	9,397.11	9,166.68	11,000.00
47309 · Alarm Monitoring and T&I--WC	0.00	0.00	833.34	1,000.00
47310 · Repairs & Maint. - Woody Creek	100.00	2,471.00	4,166.68	5,000.00
<b>Total Woody Creek Substation</b>	<u>8,153.81</u>	<u>19,651.78</u>	<u>15,166.70</u>	<u>18,200.00</u>
<b>Total STATIONS, BUILDINGS &amp; GROUNDS</b>	<u>25,650.52</u>	<u>193,559.46</u>	<u>172,625.12</u>	<u>207,150.00</u>
<b>TRANSFER TO OTHER FUNDS</b>				
49502 · Transfer to CapAcquisition Fund	0.00	600,000.00	500,000.00	600,000.00
49503 · Transfer to FP Housing Fund	0.00	1,100,000.00	916,666.68	1,100,000.00
49507 · Xfer to Emergency Reserve Fund	0.00	50,000.00	41,666.68	50,000.00
49509 · Xfer to FPPA Annual Accrual Fnd	0.00	250,000.00	208,333.34	250,000.00
<b>Total TRANSFER TO OTHER FUNDS</b>	<u>0.00</u>	<u>2,000,000.00</u>	<u>1,666,666.70</u>	<u>2,000,000.00</u>
<b>Total Expense</b>	<u>328,852.05</u>	<u>5,982,369.14</u>	<u>5,925,615.46</u>	<u>7,100,588.00</u>
<b>Net Income</b>	<u>-205,973.45</u>	<u>1,056,356.16</u>	<u>-2,171.22</u>	<u>0.00</u>

## Aspen Fire Protection District Profit & Loss Budget Performance October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>CAPITAL ACQUISITION (Income)</b>				
30075 · General Property Tax Allocation	0.00	600,000.00	500,000.00	600,000.00
30100 · Sale of Apparatus	0.00	46,500.00		
60100 · Interest on Investments	965.07	4,587.53	41.66	50.00
<b>Total CAPITAL ACQUISITION (Income)</b>	<u>965.07</u>	<u>651,087.53</u>	<u>500,041.66</u>	<u>600,050.00</u>
<b>Total Income</b>	<u>965.07</u>	<u>651,087.53</u>	<u>500,041.66</u>	<u>600,050.00</u>
<b>Gross Profit</b>	965.07	651,087.53	500,041.66	600,050.00
<b>Expense</b>				
<b>CAPITAL ACQ. Fund (Expenses)</b>				
<b>60110 · Cap. Outlay/Equipment/Projects</b>				
PlymoVent at Stn 62	0.00	30,000.00	66,666.68	80,000.00
storage Stn 62 bays-->chg #1+#2	0.00	0.00	33,333.34	40,000.00
air conditioning @Stn 61+62 apt	0.00	36,774.60	29,166.68	35,000.00
equiping Engines 61 + 62	0.00	68,220.96	75,000.00	75,000.00
replacement roof @ N40	0.00	354,318.20	335,000.00	335,000.00
<b>Total 60110 · Cap. Outlay/Equipment/Projects</b>	<u>0.00</u>	<u>489,313.76</u>	<u>539,166.70</u>	<u>565,000.00</u>
<b>Total CAPITAL ACQ. Fund (Expenses)</b>	<u>0.00</u>	<u>489,313.76</u>	<u>539,166.70</u>	<u>565,000.00</u>
<b>Total Expense</b>	<u>0.00</u>	<u>489,313.76</u>	<u>539,166.70</u>	<u>565,000.00</u>
<b>Net Income</b>	<u><u>965.07</u></u>	<u><u>161,773.77</u></u>	<u><u>-39,125.04</u></u>	<u><u>35,050.00</u></u>



**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>HOUSING (Income)</b>				
31175 · General Property Tax Allocation	0.00	1,100,000.00	916,666.68	1,100,000.00
31190 · Interest on Investments	5,478.83	27,663.53	833.34	1,000.00
<b>Total HOUSING (Income)</b>	<u>5,478.83</u>	<u>1,127,663.53</u>	<u>917,500.02</u>	<u>1,101,000.00</u>
<b>Total Income</b>	<u>5,478.83</u>	<u>1,127,663.53</u>	<u>917,500.02</u>	<u>1,101,000.00</u>
<b>Gross Profit</b>	5,478.83	1,127,663.53	917,500.02	1,101,000.00
<b>Expense</b>				
<b>HOUSING Fund (Expenses)</b>				
<b>70100 · North 40 Project--Soft Costs</b>				
Architectural Services	0.00	64,688.53		
Construction Mgmt. Services	0.00	79,895.00		
Other Services / Fees	295.00	350,410.33		
70100 · North 40 Project--Soft Costs - Other	0.00	0.00	650,000.00	650,000.00
<b>Total 70100 · North 40 Project--Soft Costs</b>	<u>295.00</u>	<u>494,993.86</u>	<u>650,000.00</u>	<u>650,000.00</u>
70200 · North 40 Project--Construction	0.00	6,550,698.40	6,530,227.00	6,530,227.00
<b>70300 · FP COPs--Lease Payments</b>				
70301 · Interest Payments	0.00	263,275.00	263,275.00	526,550.00
70302 · Principal Payments	0.00	0.00	0.00	565,000.00
<b>Total 70300 · FP COPs--Lease Payments</b>	<u>0.00</u>	<u>263,275.00</u>	<u>263,275.00</u>	<u>1,091,550.00</u>
70305 · Bank (UMB) Sweep / Admin Fees	76.28	782.66	416.68	500.00
<b>Total HOUSING Fund (Expenses)</b>	<u>371.28</u>	<u>7,309,749.92</u>	<u>7,443,918.68</u>	<u>8,272,277.00</u>
<b>Total Expense</b>	<u>371.28</u>	<u>7,309,749.92</u>	<u>7,443,918.68</u>	<u>8,272,277.00</u>
<b>Net Income</b>	<u><u>5,107.55</u></u>	<u><u>-6,182,086.39</u></u>	<u><u>-6,526,418.66</u></u>	<u><u>-7,171,277.00</u></u>

## Aspen Fire Protection District Profit & Loss Budget Performance October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>WILDFIRE COMM. ACTION (Income)</b>				
31575 · Contributions Received	0.00	153,885.27	137,500.00	165,000.00
31580 · Grants Received	10,480.00	10,480.00		
31590 · Interest on Investments	528.35	2,181.06	10.00	12.00
<b>Total WILDFIRE COMM. ACTION (Income)</b>	<u>11,008.35</u>	<u>166,546.33</u>	<u>137,510.00</u>	<u>165,012.00</u>
<b>Total Income</b>	<u>11,008.35</u>	<u>166,546.33</u>	<u>137,510.00</u>	<u>165,012.00</u>
<b>Gross Profit</b>	11,008.35	166,546.33	137,510.00	165,012.00
<b>Expense</b>				
<b>WILDFIRE C.A. Fund (Expenses)</b>				
<b>80100 · Operating Expenses</b>				
80101 · Administrative Expenses	32.49	1,409.54	1,250.00	1,500.00
80103 · Consultant Fees	0.00	0.00	20,833.34	25,000.00
<b>80105 · Personnel</b>				
Wages	6,846.40	71,159.77	74,169.16	89,003.00
Benefits	2,792.68	24,885.43	26,542.50	31,851.00
Employer Taxes	114.96	1,198.74	1,243.34	1,492.00
<b>Total 80105 · Personnel</b>	<u>9,754.04</u>	<u>97,243.94</u>	<u>101,955.00</u>	<u>122,346.00</u>
80109 · Marketing	-466.32	1,058.20	8,333.34	10,000.00
80111 · Other / Unanticipated	0.00	768.20	3,333.34	4,000.00
<b>Total 80100 · Operating Expenses</b>	<u>9,320.21</u>	<u>100,479.88</u>	<u>135,705.02</u>	<u>162,846.00</u>
80200 · Project Expenses	4,491.00	18,436.50		
<b>Total WILDFIRE C.A. Fund (Expenses)</b>	<u>13,811.21</u>	<u>118,916.38</u>	<u>135,705.02</u>	<u>162,846.00</u>
<b>Total Expense</b>	<u>13,811.21</u>	<u>118,916.38</u>	<u>135,705.02</u>	<u>162,846.00</u>
<b>Net Income</b>	<u><u>-2,802.86</u></u>	<u><u>47,629.95</u></u>	<u><u>1,804.98</u></u>	<u><u>2,166.00</u></u>

## Aspen Fire Protection District Profit & Loss Budget Performance October 2022

	<u>Oct 22</u>	<u>Jan - Oct 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>BOND DEBT SERVICE FUND (Income)</b>				
35100 · General Property Tax	6,704.58	1,065,100.59	890,426.68	1,068,512.00
35200 · Specific Ownership Taxes	3,400.24	30,895.09	33,333.34	40,000.00
35210 · Interest Earned--Prop. Taxes	334.02	2,287.49	1,666.68	2,000.00
35250 · Interest on Investments	5,595.86	20,377.34	250.00	300.00
35700 · Delinquent Taxes	-6.70	-283.98	-1,666.68	-2,000.00
<b>Total BOND DEBT SERVICE FUND (Income)</b>	<u>16,028.00</u>	<u>1,118,376.53</u>	<u>924,010.02</u>	<u>1,108,812.00</u>
<b>Total Income</b>	<u>16,028.00</u>	<u>1,118,376.53</u>	<u>924,010.02</u>	<u>1,108,812.00</u>
<b>Gross Profit</b>	16,028.00	1,118,376.53	924,010.02	1,108,812.00
<b>Expense</b>				
<b>BOND DEBT SERVICE Fund (Expns.)</b>				
50005 · County Treasurer Fee	351.63	53,356.02	44,556.68	53,468.00
50010 · Interest Payments	0.00	82,612.50	82,612.50	165,225.00
50011 · Principal Payments	0.00	0.00	0.00	905,000.00
50020 · Fees & Expenses	0.00	200.00	200.00	200.00
<b>Total BOND DEBT SERVICE Fund (Expns.)</b>	<u>351.63</u>	<u>136,168.52</u>	<u>127,369.18</u>	<u>1,123,893.00</u>
<b>Total Expense</b>	<u>351.63</u>	<u>136,168.52</u>	<u>127,369.18</u>	<u>1,123,893.00</u>
<b>Net Income</b>	<u><u>15,676.37</u></u>	<u><u>982,208.01</u></u>	<u><u>796,640.84</u></u>	<u><u>-15,081.00</u></u>

**Fire and Police Pension Association  
Aspen FPD Volunteers 711-5  
For the Nine Months Ending September 30, 2022**

Beginning Balance	\$4,389,417.91
Plan Direct Inflows and Outflows	
Member Contributions	
Employer Contributions	
Contributions from the SWDD Plan	
Refunds	
Affiliations/(Disaffiliations)	
Plan Transfers	
Net Benefits	(\$290,137.50)
Plan Directed Expenses	
State Funding	
Plan Direct Inflows and Outflows Sub-Total	<u>(\$290,137.50)</u>
Allocated Income and Expense	
Interest	\$9,490.05
Dividends	\$13,860.10
Other Income	\$2,552.45
Net Change Accrued Income	\$1,357.64
Unrealized Gain/Loss	(\$605,464.82)
Realized Gain/Loss	\$71,571.11
Defined Contribution Earnings (Net)	
Investment Expenses	(\$20,334.32)
Direct Expense Allocation	(\$358.59)
Other Expenses	(\$11,685.64)
Allocated Income and Expense Sub-Total	<u>(\$539,012.02)</u>
Ending Balance	<u><u>\$3,560,268.39</u></u>

**MEMORANDUM**

**To:** Affiliated Volunteer Pension Plan Employers  
**From:** Peggy Job, Senior Accountant  
**Re:** Nine Months ending September 30, 2022  
Allocation Report, Annual Contributions Received & Direct Expense Allocation Summary  
**Date:** October 31, 2022

**Allocation Report**

**Investment Performance**

Your plan assets are commingled for investment purposes in the Members' Benefit Investment Fund – Long Term Pool ("Pool"). Returns for the Pool are as follows (returns for periods longer than one year are annualized):

As of 09/30/2022	Quarter	Year to Date	1 Year	3 Years	5 Years
Total Pool Net of Investment Expense*	(3.02)%	(12.38)%	(9.35)%	6.14%	6.58%

\*FPPA Administrative Expenses are not included in the Total Pool Net of Investment Expense percentages.

The table below summarizes expenses as a percentage of net assets for the Pool:

Year	FPPA Administrative Expense*	Investment Management Expense	Total Expense Ratio
Q3-2022	0.10%	0.52%	0.62%
2021	0.12%	0.81%	0.93%
2020	0.13%	0.79%	0.92%
2019	0.13%	0.80%	0.93%
2018	0.16%	0.88%	1.04%
2017	0.23%	0.89%	1.12%
2016	0.24%	0.79%	1.03%

**How to Calculate Your Plan Specific Expense Ratio**

Your Allocation Report may reflect expenses specific to your plan such as actuarial expense and legal fees as well as expenses you directed FPPA to pay from your plan assets. These expenses are reflected in the line items *Plan Directed Expenses* and *Direct Expense Allocation*. As such, your plan's administrative expenses may differ from the Pool. In order to calculate your plan's administrative expense ratio, you will need to add the line items *Plan Directed Expenses*, *Direct Expense Allocation* and *Allocated Fees & Expenses* and divide by the *Ending Balance*.

**Allocation Methodology**

*Investment Expenses* and *Allocated Fees & Expenses* are separately allocated and separately reported in the Allocation Report. The *Investment Expenses* are allocated to each plan based on the plan's proportion of total assets. The *Allocated Fees & Expenses* are allocated based on the plan's proportion of total membership, including active, inactive and retired members as of December 31 of the prior year as defined by the guidelines within the Annual Comprehensive Financial Report. Member counts may be adjusted during the year for plan affiliation, disaffiliation, or reentry.

**Review of the Report**

Review the items *Member Contributions*, *Employer Contributions*, *Refunds*, *Affiliations*, *Net Benefits*, *Plan Directed Expenses* and *State Funding* and confirm that these amounts are correct year-to-date. **If any**

**amount is not correct, please send a written response to FPPA by December 15, 2022. If FPPA does not receive a response by December 15, 2022, you are confirming that these report items are correct.**

### ***Annual Contributions Received***

FPPA provides a schedule of your 2022 contributions received by FPPA year to date. This schedule compares contributions received in the current year to the actuarial required contributions for 2022. **Please be aware that this report shows contributions based on the date received by FPPA and does not consider if contributions relate to a prior year.**

### ***Direct Expense Allocation Summary***

#### **Direct Expense Allocation**

FPPA provides a summary of expenses directly allocated to your plan, payments received related to these expenses and the related annual budgeted amounts. These costs are identified as direct plan expenses and are charged directly to the plan as a reduction of plan assets. They are reflected in the *Direct Expense Allocation* row of your Allocation Report. You may contact me to request a detailed summary of these allocated expenses.

The direct expense allocation is comprised of costs for audit and actuarial services. The audit services relate to the SOC 1 Type 2 report over the operating effectiveness of FPPA's controls for processing data and transactions related to your plan. The SOC 1 Type 2 report has been provided since 2014 to assist employers in reporting in accordance with Governmental Accounting Standards Board Statement No. 68 (GASB 68), *Accounting and Financial Reporting for Pensions*. Actuarial services include the biennial funding valuation report (issued in odd years for Volunteer Firefighter plans and even years for Old Hire plans) and the annual GASB 68 report. Actuarial services are provided by Gabriel Roeder Smith & Co. Audit services are provided by Eide Bailly LLP.

The Colorado Revised Statutes allow FPPA to allocate expenses that are directly related to the administration of the local affiliated plans from those plan's assets. For additional information, please see C.R.S. 31-31-705(2)(f).

#### **Payment of Settlor Expenses**

Please discuss these direct plan expenses with your legal counsel to determine if they are a "settlor" expense. The Department of Labor believes that the employer should bear the cost of settlor expenses. If you agree, you should reimburse the plan for these expenses. This payment is in addition to any employer contributions made to the plan or as determined by the actuary (the actuarially determined contribution).

To reimburse the plan for these costs, please send payment via ACH or wire to FPPA. These payments need to be identified separately from your actuarial required contribution in order to net out the expense. Please contact FPPA for ACH or wire Instructions.

If you have any questions regarding your allocation report or the direct allocated plan expenses, please call me at 303-770-3772 in Metro Denver or 800-332-3772 or email me at [pjob@fppaco.org](mailto:pjob@fppaco.org).

---

## Allocation Report Descriptions

---

*This report provides the beginning of year plan balance, year-to-date totals, and an ending plan balance as of the report date*

<b>Beginning Balance</b>	Plan assets at the beginning of the year
<b>Plan Direct Inflows and Outflows</b>	
Member Contributions	Member Contributions made to the plan
Employer Contributions	Employer Contributions made to the plan
Contributions from the SWDD Plan	Contributions received for a member on disability rolling to a normal retirement
Refunds	Member withdrawal of funds from the plan
Affiliations/(Disaffiliations)	Plan affiliation or disaffiliation or idle funds distribution (typically a Volunteer Fire Plan matter)
Net Benefits	Benefits paid to retired members
Plan Directed Expenses	Payments from plan assets directed by the department Examples: legal, actuarial, and insurance expense
State Funding	State funding for volunteer plans
<b>Plan Direct Inflows and Outflows Sub-Total</b>	Sub-Total of the above activity
<b>Allocated Income and Expense</b>	
Interest*	Interest on investments
Dividends*	Dividends on investments
Other Income*	Other investment income
Net Change Accrued Income*	Change in accrued earnings for interest and dividends
Unrealized Gain/Loss*	Unrealized Gain/Loss on investments
Realized Gain/Loss*	Realized Gain/Loss on investments
Defined Contribution Earnings (Net)	Not applicable for Defined Benefit plans
Investment Expenses	Allocated share of FPPA investment expense
Direct Expense Allocation	Expenses directly allocated to the plan Examples: actuarial and audit fees
Other Expenses	Allocated share of FPPA administrative expense
<b>Allocated Income and Expense Sub-Total</b>	Sub-Total of the above activity
<b>Ending Balance</b>	Plan assets at period end

---

*\* Allocated from the Fire & Police Members' Benefit Investment Fund – Long Term Pool.*

# Fire and Police Pension Association

## Volunteer Fire Pension Plan Contributions ASPEN FPD 711-5

For the Reporting Period: 01/01/2022 through 09/30/2022

<b>Deposit Date</b>	<b>Employer Contributions</b>	<b>State Matching Funds</b>	<b>Total Remittance</b>
No deposits received for the reporting period			
<b>Total Remittance</b>			\$0.00
<b>Calculated Contribution per the 01/01/2021 Actuarial Study</b>			\$141,868.00
<b>Difference Over/(Under)</b>			<b>\$(141,868.00)</b>

**Note: The Calculated Contribution amount is due to FPPA before 12/31/2022**



**Fire and Police Pension Association  
 Direct Expense Allocation Summary  
 Aspen FPD Volunteers 711-5  
 For the Nine Months Ending September 30, 2022**

<b>Type of Expense</b>	<b>2022 Budget</b>	<b>Year-to-Date Expenses</b>	<b>Payment of 2022 Expenses</b>
Actuarial Expenses	\$313.56	\$209.04	
Audit Expenses	\$149.55	\$168.24	(\$18.69)
Other Asset Allocation Study Expenses			
<b>Total Direct Allocated Expenses &amp; Payments</b>	<b>\$463.11</b>	<b>\$377.28</b>	<b>(\$18.69)</b>

*Actuarial expenses may exceed the budget related to asset allocation studies and implementation.*

**Contact Peggy Job at 720-479-2345 to obtain a detailed expense listing.**



# ASPEN FIRE PROTECTION DISTRICT

2023 PROPOSED BUDGET -- DRAFT #3 (11/8/2022)

## GENERAL FUND

PAGE 2

	2021 ACTUAL	2022 ESTIMATED	2023 PROPOSED	2022 AS APPROVED
<b>ADMINISTRATION</b>				
41149 - County Treasurer Fee	303,705	327,044	325,321	327,044
41150 - Employer Medicare--AVFD+	973	500	750	1,500
41155 - Employer Social Security--AVFD+	9,376	8,000	10,000	12,000
41160 - Employer SUI--AVFD+	201	100	350	500
41146 - Employee Wellness & Peer Support Program	3,501	8,000	15,000	8,000
41200 - Other Expense (vs. Income)	47,138	-	-	-
41209 - RFV Wildfire Collaborative (fka WFAC Mapping)	3,456	-	10,000	-
41210 - Contract Labor / Special Projects	31,531	43,000	20,000	43,000
41211 - Supplies & Expenses	23,961	25,000	23,451	24,296
41212 - Telephone Expense	32,093	36,000	36,000	32,000
41214 - Info. Systems & Support	32,137	40,000	36,000	36,000
41500 - Audit & Budget	17,360	18,800	20,000	19,000
41510 - Insurance				
Gen Liability/Accident & Other	37,978	50,171	55,000	45,000
Workers' Comp	71,116	96,335	110,000	90,000
41520 - Legal	25,156	30,000	26,000	26,000
41770 - Equip Repair/Replace	-	5,000	5,000	5,000
41810 - Election	-	17,253	18,000	16,000
41820 - Staff Vehicle Expense	14,269	15,000	15,000	11,000
41840 - Administrative	44,673	45,000	45,000	45,000
41920 - Capital Outlay - Computers +	24,687	18,000	15,000	20,000
<b>Total ADMINISTRATION</b>	<b>723,311</b>	<b>783,203</b>	<b>785,872</b>	<b>761,340</b>
<b>VOLUNTEER BENEFITS</b>				
41860 - Volunteer Fitness/Wellness Allowance	39,000	42,000	49,500	42,000
41861 - Volunteer Health Insur/HSA/HRA	175,557	275,000	323,560	352,950
41870 - Volunteer Health Screenings	1,146	1,000	1,000	2,000
41875 - LOSAP (Length-of-Service Awards)	46,500	31,750	38,125	34,750
41892 - Volunteer Incentive Programs (EMT, FFII, Officer, D/O)		15,000	18,000	30,000
Volunteer Shift Incentives	3,550	1,500	-	-
EMT-B Certification Incentives	17,212	-	-	-
FFII Certification Incentives	8,181	-	-	-
Officer & D/O Certification Incentives	1,800	-	-	-
<b>Total VOLUNTEER BENEFITS</b>	<b>292,946</b>	<b>366,250</b>	<b>430,185</b>	<b>461,700</b>
<b>FIRE FIGHTING</b>				
42205 - Firefighters' Logistics/Support	23,511	25,000	28,000	25,000
42206 - Uniforms	29,112	24,000	20,000	20,000
42211 - Operational Supplies & Expenses	92,548	150,000	100,000	150,000
42212 - Rescue Supplies & Expenses	7,014	15,000	5,000	15,000
42213 - EMS Supplies & Expenses	12,233	18,000	15,000	15,000
42214 - Wildfire Supplies & Expenses	9,936	15,195	15,000	10,000
42215 - Wildfire Program (Seasonal FFs +)	690	1,373	-	-
42220- Pano AI Project (AFPD share)	49,678	60,000	40,000	60,000
42300 - Fuel	15,201	30,000	25,000	15,000
42400 - Subscriptions & Dues	2,825	3,000	3,000	1,500
42402 - Honor Guard	6,943	2,000	4,000	5,000
<b>Total FIRE FIGHTING</b>	<b>249,691</b>	<b>343,568</b>	<b>255,000</b>	<b>316,500</b>

# ASPEN FIRE PROTECTION DISTRICT

2023 PROPOSED BUDGET – DRAFT #3 (11/8/2022)

## GENERAL FUND

PAGE 3

	2021 ACTUAL	2022 ESTIMATED	2023 PROPOSED	2022 AS APPROVED
<b>TRAINING</b>				
44102 - EMS Training & Records	23,560	15,000	24,000	24,000
44103 - FF Training & Records	28,904	35,000	40,000	40,000
44105 - Career FF Training Compensation			40,000	
44211 - Supplies & Expenses	10,169	10,000	10,000	10,000
Total TRAINING	62,633	60,000	114,000	74,000
<b>FIRE PREVENTION</b>				
43200 - Training	3,180	3,000	3,000	6,000
43211 - Supplies & Expenses	12,091	6,000	5,000	9,000
43212 - Public Fire Education	3,235	5,000	6,000	6,000
43213 - Outsourced Plans Checks	-	1,350	2,000	
43214 - Advertising--Public Education	6,785	8,000	10,000	12,000
Total FIRE PREVENTION	25,291	23,350	26,000	33,000
<b>COMMUNICATIONS</b>				
45211 - Supplies & Expenses	3,567	5,000	4,000	8,000
45300 - Administration				
County Dispatch Services	32,173	60,000	60,000	45,000
County Radio Services	24,488	28,980	30,000	30,000
45910 - Radio Capital Outlay	23,490	15,000	20,000	20,000
Total COMMUNICATIONS	83,718	108,980	114,000	103,000
<b>CDPS COOPERATOR INCIDENTS</b>				
42600 - Cooperator Incident--Misc.	-	2,995	-	-
42601 - Cooperator Incident--Personnel	-	5,012	-	-
Total FF COOPERATIVE AGREEMENT	-	8,007	-	-
<b>REPAIR SERVICES (Fleet &amp; Equip)</b>				
46200 - Pump & Equipment Testing	26,059	20,000	20,000	20,000
46211 - Supplies & Expenses & Parts	41,010	25,000	25,000	28,000
46212 - Out-source Maint& Repair	86,910	55,000	55,000	75,000
Total REPAIR SERVICES (Fleet & Equip)	153,979	100,000	100,000	123,000





# ASPEN FIRE PROTECTION DISTRICT

**2023 PROPOSED BUDGET -- DRAFT #3 (11/8/2022)**

## HOUSING FUND

	2021 ACTUAL	2022 ESTIMATED	2023 PROPOSED	2022 AS APPROVED
Beginning Balance, January 1	15,733,239	7,856,990	356,640	
<b>REVENUES</b>				
<b>HOUSING FUND (Income)</b>				
31190 · Interest on Investments	1,991	32,000	8,000	1,000
39502 · Transfer from General Fund	1,100,000	1,100,000	1,100,000	1,100,000
Total HOUSING FUND (Income)	1,101,991	1,132,000	1,108,000	1,101,000
<b>Total Revenues</b>	<b>1,101,991</b>	<b>1,132,000</b>	<b>1,108,000</b>	<b>1,101,000</b>
<b>EXPENDITURES</b>				
<b>HOUSING FUND (Expenses)</b>				
70100 - North 40 Project--Soft Costs			-	650,000
Architectural Services	110,253	75,000	-	see total above
Construction Mgmt. Services	82,642	90,000	-	see total above
Other Services / Fees	344,013	375,000	-	see total above
70200 · North 40--Construction	7,345,183	7,000,000	-	6,530,227
70300 · COPs--Lease Payments				
70301 - Interest Payments	543,050	526,550	509,600	526,550
70302 - Principal Payments	550,000	565,000	585,000	565,000
70305 - Bank (UMB) Sweep/Admin Fees	3,099	800	-	500
Total HOUSING FUND (Expenses)	8,978,240	8,632,350	1,094,600	8,272,277
<b>Total Expenditures</b>	<b>8,978,240</b>	<b>8,632,350</b>	<b>1,094,600</b>	<b>8,272,277</b>
<b>Net Income</b>	<b>(7,876,249)</b>	<b>(7,500,350)</b>	<b>13,400</b>	<b>(7,171,277)</b>
Ending Balance, December 31	7,856,990	356,640	370,040	



# ASPEN FIRE PROTECTION DISTRICT

2023 PROPOSED BUDGET -- DRAFT #3 (11/8/2022)

## WILDFIRE COMMUNITY ACTION FUND

	2021 ACTUAL	2022 ESTIMATED	2023 PROPOSED	2022 AS APPROVED
Beginning Balance, January 1	-	150,537	193,934	
<b>REVENUES</b>				
<b>WILDFIRE COMMUNITY ACTION FUND (Income)</b>				
31575 - Contributions Received	174,502	175,000	200,000	165,000
31580 - Grants Received		10,480	tbd	tbd
31590 - Interest on Investments	5	3,000	3,000	12
Total WILDFIRE C.A. FUND (Income)	174,507	188,480	203,000	165,012
Total Revenues	174,507	188,480	203,000	165,012
<b>EXPENDITURES</b>				
<b>WILDFIRE COMMUNITY ACTION FUND (Expenses)</b>				
80100 - Operating Expenses				
80101 - Administrative Expenses	1,721	1,500	2,500	1,500
80103 - Consultant Fees		-	25,000	25,000
80105 - Personnel				
Wages	16,603	89,003	91,666	89,003
Benefits	5,068	31,851	32,762	31,851
Employer Taxes	295	1,492	1,537	1,492
80109 - Marketing	283	2,000	6,000	10,000
80111 - Other / Unanticipated		800	3,500	4,000
80200 - Project Expenses		18,437	100,000	tbd
Total WILDFIRE C.A. FUND (Expenses)	23,970	145,083	262,965	162,846
Total Expenditures	23,970	145,083	262,965	162,846
<b>Net Income</b>	<b>150,537</b>	<b>43,397</b>	<b>(59,965)</b>	<b>2,166</b>
Ending Balance, December 31	150,537	193,934	133,969	



# ASPEN FIRE PROTECTION DISTRICT

2023 PROPOSED BUDGET -- DRAFT #3 (11/8/2022)

G.O. BOND DEBT SERVICE FUND

WILL BE PAID OFF  
END OF 2026

	2021 ACTUAL	2022 ESTIMATED	2023 PROPOSED	2022 AS APPROVED
Beginning Balance, January 1	1,063,139	1,081,430	1,093,199	
*****				
<b>REVENUES</b>				
<b>DEBT SERVICE FUND (Income)</b>				
35100 · General Property Tax	1,103,404	1,068,512	1,071,126	1,068,512
35200 · Specific Ownership Taxes	40,261	40,000	40,000	40,000
35210 · Interest Earned--Prop. Taxes	2,292	2,500	2,000	2,000
35250 · Interest on Investments	332	25,000	17,000	300
35700 · Delinquent Taxes	(929)	(350)	(1,000)	(2,000)
Total BOND Debt Service Fund (Income)	1,145,360	1,135,662	1,129,126	1,108,812
Total Revenues	1,145,360	1,135,662	1,129,126	1,108,812
<b>EXPENDITURES</b>				
<b>DEBT SERVICE FUND (Expenses)</b>				
50005 - County Treasurer Fee	55,244	53,468	55,556	53,468
50010 · Interest Payments	191,625	165,225	138,075	165,225
50011 · Principal Payments	880,000	905,000	935,000	905,000
50020 · Fees & Expenses	200	200	200	200
Total BOND Debt Service Fund (Expenses)	1,127,069	1,123,893	1,128,831	1,123,893
Total Expenditures	1,127,069	1,123,893	1,128,831	1,123,893
<b>Net Income</b>	<b>18,291</b>	<b>11,769</b>	<b>295</b>	<b>(15,081)</b>
*****				
Ending Balance, December 31	1,081,430	1,093,199	1,093,494	



## ASPEN FIRE PROTECTION DISTRICT Job Description

<b>Position:</b>	<b>Executive Assistant</b>
<b>Staff Member Type:</b>	Administrative
<b>Reports To:</b>	Fire Chief
<b>Department:</b>	Administration
<b>FLSA Status:</b>	Full-time; Non-Exempt
<b>Supervisory:</b>	None

### **GENERAL STATEMENT:**

The Executive Administrative Assistant provides a high-level, complex, analytical clerical administrative support to the Fire Chief, Deputy Chief, Human Resources and all members of the Administration team which vary widely both in subject matter, level of difficulty and confidentiality. Maintains a high degree of confidentiality on all projects, documents, reports and events. Performs under general direction.

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

*The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. The District reserves the right to modify or change the duties or essential functions of this job at any time.*

- Provides daily administrative and project/process support to the Fire Chief, Deputy Chief, Human Resources and all members of the Administration staff
- Maintains a high level of professionalism and teamwork in the absence of supervision
- Researches, analyzes, summarizes, compiles, organizes, prepares and maintains an assortment of files, records, data, and reports in various databases
- Answer telephones, distributes calls and takes messages
- Schedules meetings, coordinates room and meal arrangements, manages conference room schedules and assists with keeping work areas clean and organized
- Responds to public and internal inquires and complaints in a courteous manner; provides information regarding the District's processes and services; resolves complaints or escalates to appropriate staff
- Data entry into multiple computer programs
- Performs back-up payroll duties occasionally in the following areas; biweekly payroll, mandated reporting, payroll taxes, benefit deductions and worker's compensation
- Keeps supervisor apprised of issues and concerns

- Composes, compiles, analyzes and edits a variety of correspondence, forms, memos, reports, presentations and other material, maintains and retrieves databased information; ensures accuracy and integrity of data
- Administer and update District website and social media data input
- Responsible for pickup and distribution of mail and communications
- Responsible for maintaining the office in a clean and presentable manner, for the maintenance of all office equipment, and for ordering of all office supplies
- Assists with District events and public interaction, i.e. Fire Prevention Week, Family Night Dinner, Holiday Dinner, staff functions as well as managing use of the District facilities
- Establishes priorities to complete scheduled and assigned work within parameters assigned by the supervisor
- Ensure compliance for various annual deadlines including, but not limited to, elections and the Board of Directors, and legal postings, i.e. Special Districts Transparency Act/Division of Local Government requirements.
- Manage procedures involved in maintaining compliance with Title 32 “Special Districts” legislation, Division of Local Government, and Special Election Code procedures, rules, and regulations
- Prepare and distribute Board packets for District Board meetings; post required meeting notices; record and maintain minutes for District meetings.
- Ensure compliance with State/Federal laws pertaining to, but not limited to: Division of Local Government requirements for government/special district agencies. Ensure compliance with Colorado State Statutes for: District Board meetings and public notices, meeting notices, resolutions, and their publication when necessary, and Board member status. Assist at administrative level with budget and audit reporting and publication requirements.
- Act as Designated Election Official for the District; monitor requirements for election calendar for compliance with state statutes; file information with County Clerk’s office and Division of Local Government; publish necessary public notices as they pertain to election notices, status of elections, etc.
- Conduct and coordinate election, if held; monitor and research election issues that may affect the District.
- Responds to Colorado Open Records Act requests
- Performs other duties as assigned

#### **KNOWLEDGE, SKILLS & ABILITIES:**

- Knowledge of the concepts and principles of generally accepted accounting procedures and bookkeeping methods
- Knowledge of computer applications and techniques used in in the completion of daily assignments
- General knowledge of District operations
- Knowledge of the reporting and record keeping requirements of finance and District operations

- Knowledge of QuickBooks, Microsoft Office applications (Word, Excel, PowerPoint), Adobe Acrobat, Google applications, WordPress (or similar website management), Social Media Accounts
- Good organizational, communication and customer service skills
- Mathematical skill to handle required calculations
- Ability to maintain high level of professionalism and exhibit quality customer service skills to both internal and external customers
- Ability to work under stress related to duties that require constant attention to detail and tight deadlines
- Ability to work over-time to meet deadlines
- Ability to exercise considerable judgment and handle confidential information
- Ability to make decisions, solve problems, and meet District objectives
- Ability to use independent judgment and discretion to perform tasks in routine and non-routine situations
- Ability to learn and apply new skills needed in order for completion of duties

#### **EQUIPMENT, ENVIRONMENT, MENTAL, AND PHYSICAL ACTIVITIES**

- **Driving:** May drive a District vehicle or personal vehicle in the normal course of business
- **Office equipment:** Daily use of calculator, copier, fax, scanner, and printer
- **Computer equipment:** Daily use of personnel computer; Microsoft Word, Excel, Google Apps and PowerPoint; Adobe Acrobat; Emergency Reporting; Aladtec; WordPress (or similar website products)
- **Other equipment:** shredder, laminator, printer
- **Language skills:** Reads and interprets documents, instructions, and manuals; writes reports and correspondence using proper spelling, grammar, and style; presents information and responds to questions individually and in small groups
- **Mathematical skills:** Performs routine mathematical calculations including fractions, decimals, ratios, percent, and proportions.
- **Reasoning ability:** Interprets instructions in written, oral, or diagram; solves practical problems with little standardization and a variety of concrete variables
- **Physical Activity:** Sits for long periods of time; may walk, stand, bend, stoop, reach climb, carry, and lift for varying periods. Requires continuous and repetitive arm-hand-eye movement
- **Lifting:** May involve lifting and carrying up to 25 pounds for short periods of time
- **Vision and hearing:** Must have visual acuity to see and for short periods of time read paper and electronic documents; must be able to answer telephones, participate in conversations with others and respond to verbal inquiries
- **Exposure to environmental conditions:** May be exposed to heat, cold, noise, rain, snow, odors, fumes, traffic, and dust/dirt

#### **MINIMUM QUALIFICATIONS:**

Associates Degree from an accredited college in business administration, or related field with a minimum of five years' experience in general office work and customer service experience required. An equivalent combination of education, training and experience that provides the required knowledge, skills and abilities may be considered. Must have solid computer skills/proficient with

Microsoft Office applications (Word, Excel, Outlook, PowerPoint) and basic mathematical skills. Excellent communication and business writing skills are required. Valid driver's license required.

*The member is required to maintain certifications the employee has at time of hiring or obtains during employment with the District.*

**HOURS AND WORK SCHEDULE**

This is a non-exempt position that includes work during mainly in the daytime, Monday through Friday; with occasional evening and weekend work.

**NOTE**

Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristic. The list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.

Unless the member has an executed written contract with the District, employment with the District is terminable at will of either the member or the District, at any time, without notice, cause or any specific disciplinary procedures.

**ACKNOWLEDGEMENT:**

I have read, understand and agree to comply with the contents of this job description and understand that employment with the Aspen Fire Protection District is terminable at will of either the employee or the Fire District, at any time, without notice, cause or any specific disciplinary procedures.

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## ASPEN FIRE PROTECTION DISTRICT

### Job Description

<b>Position:</b>	<b>Human Resources Director</b>
<b>Staff Member Type:</b>	Administrative
<b>Reports To:</b>	Fire Chief
<b>Department:</b>	Administration
<b>FLSA Status:</b>	Full-time; Non-Exempt
<b>Supervisory:</b>	No

#### **GENERAL STATEMENT:**

The Human Resource Director has overall responsibility with the Districts HR functions, including employee relations; compensation and benefits administration; hiring, recruitment; development, implementation and administration of the District employment policies; personnel record-keeping; workers compensation and safety issues; training and workforce development; and compliance with HR laws and regulations.

#### **PRIMARY DUTIES AND RESPONSIBILITIES:**

*The following duty statements are illustrative of the essential functions of the job and do not include other non-essential or marginal duties that may be required. The District reserves the right to modify or change the duties or essential functions of this job at any time.*

- Manages and coordinates the District recruitment, employment, benefits and compensation functions; keeps Fire Chief informed about pertinent issues
- Interprets, evaluates, modifies, updates and applies administrative and District policies and guidelines
- Provides information to members and management regarding District policies, regulations, and guidelines as it relates to human resources
- Minimizes liability for litigation over labor and employment issues by monitoring employment actions, facilitating effective complaint processes, and advising management on risks
- Works in conjunction with the Fire and Deputy Chief to approve exceptions to policies and procedures
- Consults with the executive team regarding employment-related policies, procedures, rules, and regulations
- Oversees, coordinates, and approves compensation, salary market studies, reclassifications, promotions, pay for performance, performance management, evaluation, and improvement processes

- Develops recommendations regarding appropriate pay levels based upon internal equity and external market data
- Complies and monitors of all aspects of Worker's Compensation, FMLA, FLSA, ADA, HIPAA, COBRA, benefits administration, unemployment insurance and all other local, state, and federal employment laws
- Ensures compliance with public health emergencies and develops, updates and revises related and appropriate policies, as needed
- Oversees, coordinates, and implements effective recruitment, selection, and retention initiatives to attract and retain talented members
- Perform staff orientation
- Handles sensitive situations with tact and diplomacy
- Advises and mentors executive team and supervisors on organizational and personnel issues, member conflicts and performance management
- Conducts investigations and fact-finding on policy violations and complaints; provides direction and offers recommendations
- Ensures a safe and healthy work environment for all members by overseeing the Fitness Wellness program and creating an open and safe communication environment
- Directs the maintenance, retention, and destruction of employee personnel records and other HR documents
- Administer District's insurance coverages, which include: District property and casualty/liability/vehicle insurance, bond insurance for Board members, Workers' Compensation Insurance, and staff health insurance, as well as administer HRAs, HSAs, LOSAP, Fitness Wellness Allowance, STD and LTD.
- Assist with benefit-related issues, explanation of coverage and trouble-shooting/fact-finding with the insurance carriers. Resolve staff concerns and provide recommendations for changes prior to the open enrollment process.
- Assist in filing Workers' Compensation claims for staff when necessary; maintain Workers' Compensation files; prepare annual Workers' Compensation reports.
- Administer Fire & Police Pension Association benefits. Process new member information with FPPA; maintain information on retired members and their status. Maintain records/mailings/correspondence with FPPA.
- Plans and manages workloads effectively
- Performs other duties as assigned

#### **KNOWLEDGE, SKILLS & ABILITIES:**

- Ability to establish and maintain good working relationships with other staff members, Board members, business and civic leaders, and the general public
- Knowledge of applicable federal, state, and local regulations
- Knowledge of principles, practices and methodologies of compensation, benefits, and employment administration
- Strong interpersonal, analytical, decision making, problem solving and organizational skills
- Excellent customer service and communication skills
- Strong conflict resolution skills and ability to apply diplomacy to sensitive situations

- Effective and persuasive speaking, writing, and listening skills
- Ability to coordinate and work effectively with a variety of individuals and groups
- Ability to promote and enhance a team-oriented work environment
- Ability to be creative, innovative, and flexible in managing the changing needs of the Authority
- Strong knowledge of general office operations, office equipment, and office management principles and practices
- Strong knowledge of business letter writing and report preparation
- Advanced computer skills in Adobe and Microsoft Office Suite including Excel, Word, Power Point; broad knowledge of other computer applications use in the department
- Ability to work under stress related to duties that require constant attention to detail and tight deadlines
- Ability to meet deadlines
- Ability to exercise considerable judgment and handle confidential information
- Ability to make decisions, solve problems, and meet Authority objectives
- Ability to use independent judgment and discretion to perform tasks in routine and non-routine situations
- Ability to learn and apply new skills needed in order for completion of duties

#### **EQUIPMENT, ENVIRONMENT, MENTAL, AND PHYSICAL ACTIVITIES**

- **Driving:** May drive a District vehicle or personal vehicle in the normal course of business
- **Office equipment:** Daily use of calculator, copier, fax, scanner, and printer
- **Computer equipment:** Daily use of personnel computer; Microsoft Word, Excel, Google Apps and PowerPoint; Adobe Acrobat; Emergency Reporting; Aladtec
- **Other equipment:** shedder, laminator, printer
- **Language skills:** Reads and interprets documents, instructions, and manuals; writes reports and correspondence using proper spelling, grammar, and style; presents information and responds to questions individually and in small groups
- **Mathematical skills:** Performs routine mathematical calculations including fractions, decimals, ratios, percent, and proportions.
- **Reasoning ability:** Interprets instructions in written, oral, or diagram; solves practical problems with little standardization and a variety of concrete variables
- **Physical Activity:** Sits for long periods of time; may walk, stand, bend, stoop, reach climb, carry, and lift for varying periods. Requires continuous and repetitive arm-hand-eye movement
- **Lifting:** May involve lifting and carrying up to 25 pounds for short periods of time
- **Vision and hearing:** Must have visual acuity to see and for short periods of time read paper and electronic documents; must be able to answer telephones, participate in conversations with others and respond to verbal inquires
- **Exposure to environmental conditions:** May be exposed to heat, cold, noise, rain, snow, odors, fumes, traffic, and dust/dirt

#### **MINIMUM QUALIFICATIONS:**

Bachelor's degree in human resources, business administration or related field and/or six years of relevant, progressively responsible experience, including two years supervisory/lead experience. Experience in the public sector preferred. SHRM-CP, SHRM-SCP, PHR or SPHR Certificate



preferred. Must have a valid driver's license. An equivalent combination of education, training and experience that provides the required knowledge, skills and abilities may be considered.

*The member is required to maintain certifications the employee has at time of hiring or obtains during employment with the District.*

**HOURS AND WORK SCHEDULE**

This is a non-exempt position that includes work during mainly in the daytime, Monday through Friday; with occasional evening and weekend work.

**NOTE**

Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristic. The list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.

Unless the member has an executed written contract with the District, employment with the District is terminable at will of either the member or the District, at any time, without notice, cause or any specific disciplinary procedures.

**ACKNOWLEDGEMENT:**

I have read, understand and agree to comply with the contents of this job description and understand that employment with the Aspen Fire Protection District is terminable at will of either the employee or the Fire District, at any time, without notice, cause or any specific disciplinary procedures.

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Signature Date

## 2.20 Overtime

In order for the District to provide adequate emergency service needs and maintain the District's administration and operations, there will be times staff members will be required to work overtime. The District reserves the right to require its staff members to work overtime, if necessary. When possible, the District will provide advance notice to the staff member. All overtime must be approved in advance by an authorized representative of the District.

Overtime compensation is paid to all non-exempt employees in accordance with the Fair Labor Standards Act (FLSA) and applicable state law.

### 2.21 Non-Exempt Administrative and Non-Exempt Career Specialty Staff Members (40 Hour Work Week)

Non-exempt Administrative staff and non-exempt Career Specialty staff that work in excess of forty (40) hours during the work week or twelve (12) hours in a work day shall be paid one and one-half (1.5) times their regular rate of pay for the overtime worked. Overtime pay is based on actual hours worked and will not include time off for sick leave, vacation/holiday time off (PTO), compensatory time off, or other leave of absences.

### 2.22 Non-Exempt Career Duty Staff Members (24-Hour Shifts)

Non-Exempt Career Duty staff members who work in excess of 212 hours in the designated 28-day period shall be paid one and one-half (1.5) times their regular rate of pay or the staff member may receive compensatory time for the overtime worked in accordance with the compensatory time rules and regulations.

Since Career Duty Staff have overtime included within their normally scheduled working shifts and since this overtime is counted within their salary PTO is specifically counted as hours worked when calculating overtime.

~~In order to maintain community coverage and support continuity of operations when station coverage is needed and is approved by the appropriate supervisor, the working staff member shall be paid one and one-half (1.5) times their regular rate of pay for the overtime worked.~~

## 2.30 Compensatory Time

Compensatory time is earned at one-and-one-half (1.5) times the hours actually worked beyond forty (40) hours in a work-week for non-exempt Administrative employees and for hours after 212 for Career Duty staff members. Comp Time may be substituted for overtime pay for time spent at elective training outside of normal work schedules. Compensatory time cannot be substituted for additional hours worked within the employee's normal job duties. Compensatory time shall be earned and taken only with the approval of the Deputy Chief or their authorized designee and only when staffing levels permit. Accrued compensatory time shall not exceed 60 hours at any given time for Non-Exempt staff and 120 hours at any given time for Career Duty staff. If an employee is at the maximum limit for a compensatory time the employee will be paid the appropriate rate for any hours that are earned in excess of this limit. In the event accrued compensatory time has not been taken by December 31st, half of the balance of compensatory time will be paid to the employee at the rate of pay in the year in which it was earned. The entire balance is paid out upon separation.



# Aspen Fire Protection District Monthly Staff Report – October 2022

---

## OPERATIONAL RESPONSE REPORT:

TOTAL CALLS FOR OCTOBER	174
<b>(100) Fire</b> (i.e. structure, cooking fire, dumpster, wildland)	1
<b>(200) Overpressure Rupture, Explosion, Overheat (No Fire)</b> (i.e. rupture from steam, overpressure rupture from air or gas, chemical reaction, explosion, excessive heat/scorch burns)	1
<b>(300) Rescue &amp; Emergency Medical</b> (i.e. medical assist, vehicle accidents, removal from elevator, extrications, water/ice rescue)	25
<b>(400) Hazardous Condition</b> (i.e. gas leak, chemical spill, electrical/wiring problem, carbon monoxide, aircraft standby, vehicle accident clean up)	10
<b>(500) Service Call</b> (i.e. smoke/odor removal, assist other agency, person in distress, water problem, animal problem)	5
<b>(600) Good Intent Call</b> (i.e. dispatched and cancelled enroute, authorized controlled burning, steam/vapor/dust thought to be smoke, hazmat release with no hazmat)	59
<b>(700) False Alarm, False Call</b> (i.e. alarms due to malfunction, unintentional alarms, pull station alarm activated maliciously or by accident)	72
<b>(800) Severe Weather &amp; Natural Disaster</b> (i.e. flood, windstorm, lightning strike with no fire, earthquake)	0
<b>(900) Special Incident Type</b> (calls mistakenly paged out, informational pages, alarm tests)	1



# Aspen Fire Protection District Monthly Staff Report - October 2022

## Training Report (Report #1625)

Type of Class	# Classes	Total Class Hours	Total # Members Attended	Total Combined Member Hours
In House - Aerial Ops	4	5.50	11	17.30
In House - DO Driving	1	1.30	7	10.3
In House - DO Pumping	3	4.30	9	13.3
In House - EMS	5	10.15	38	77.15
In House - Fire Officer / Command				
In House - Firefighter	9	36.10	76	414.50
In House - Monthly Training				
In House - Tech Rescue	2	3.15	9	16.30
In House - Wildland FF				
Miscellaneous	3	5	6	11
Outside Training	1	2	3	6
<b>TOTAL</b>	<b>28</b>	<b>68.30</b>	<b>159</b>	<b>567.05</b>

The October fire training was Hands-On Skills at the Hotel Aspen and the medical training was on Soft Tissue and Extremity Trauma.

The training at the Hotel Aspen was very successful and included VEIS (vent, enter, isolate, search), Forcible Entry, Difficult Hose Lays and Search and Rescue.

Additionally, we had the opportunity to spend 2 days with the local law enforcement groups working on ASHER (Active Shooter/Harmer Emergency Response) training at the high school. This was very well attended by our personnel, and we got the chance to work closely with law, teaching them forcible entry as well as working in RTF's (Rescue Task Forces) to implement rescue of injured personnel in the warm zone of an incident.



## Aspen Fire Protection District Monthly Staff Report - October 2022

---

Between the Hotel Aspen and ASHER trainings (which occurred in the same week) we logged over 330 personnel hours of training in 6 days. The Recruit Class of 2022 are completing their testing and task books. Four have completed all the training pieces and are starting to work 24-hour shifts. Two more are wrapping up their last tests and items in their task books.

The EMR-EMT bridge class which is both on-line and in the classroom taught by our personnel, is progressing well. They will complete the on-line portion of the program through November and will have the hands-on classroom portion during the first two weeks of November.

Two firefighters are preparing to take the FFII practical test at RFFR. Once completed they will start the written testing process and should be achieving that certification in the near future. A third firefighter has completed the testing process for Driver/Operator Pumper and another has completed his Fire Officer I Task book and is preparing to take the written test.

We have a large number of firefighters who are advancing themselves through multiple outside training programs. Here is listing of the classes that we have firefighters enrolled in over the next few months:

- EKG interpretation - 2 firefighters
- IV certification - 2 firefighters (2 week class)
- Anatomy & Physiology - 1 firefighter, 1 Lieutenant (4 month class)
- Biology - 1 firefighter (4 month class)
- Fire Officer I - 2 firefighters, 1 Lieutenant
- Fire Instructor I - 1 firefighter
- Incident Command 300 - 2 firefighters
- Roaring Fork Leadership - 1 Battalion Chief (9 month class)
- Our Community Listens - 1 firefighter
- Colorado Public Manager - 1 firefighter (1 year class)
- Public Safety Leadership Development - 1 Battalion Chief (2 week class)
- Public Safety Leadership Development - 1 Battalion Chief (2 week class)





# Aspen Fire Protection District Monthly Staff Report - October 2022

---

---

## Wildfire Report

	# Completed for Month	Year-to-date
Wildfire Risk Assessments	2	67
Wildfire Risk Map Curbside Assessments	0	1967

## Fire Marshal Report

# Plan Reviews	# Inspections	# Site Visits	Fire & Life Safety	Fire Investigations	Fire Education Outreach
41	33	20	2	0	Multiple

- I met with City Comm Dev regarding their plan to require sprinklers in all structures. Because the article in the Daily News alluded the City planning to require everything to be sprinklered, I've had to respond to questions from sprinkler contractors who want to know what's going on. Unfortunately, I don't have a solid answer.
  - 1) I had asked Comm Dev, in an email on October 13, to confirm if their plan was to adopt the IRC as written, but did not hear anything back. I did a follow-up email November 3 and am awaiting their response. I've been told that the City's first code adoption reading for the 2021 Int'l Codes isn't happening until January, 2023.
  - 2) So far, I've been formulating Plan A & Plan B, depending on what they finally decide.
- Fire Leadership Challenge in Keystone, week of October 17
  - Ben & I attended the Fire Leadership Symposium in Keystone, sponsored by the CO State Fire Chiefs. This was my second year, Ben's first. As of last year, the CO Fire Marshals Association has been involved, offering a Fire Marshal tract to the program. The results were some great training sessions, along with networking opportunities. This is a two-year tract, or program, with participants receiving continuing education units.
- Fire Education Events have included:
  - We held our fire education presentations, as part of Fire Prevention Week activities at the Aspen Elementary School and Aspen Country Day. We are now back to using the fire education trailer at the Aspen Elementary School.
  - We had firefighters and fire trucks at the Yellow Brick
  - Halloween at Station 62 was fun for everyone
  - Ben assisted with a fire evacuation drill for the City





# Aspen Fire Protection District Monthly Staff Report - October 2022

---

