



Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: September 14, 2021
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 if you need additional information.

AGENDA

- I. Meeting called to order
- II. Roll Call
- III. Approval of Minutes
 - a) Motion to approve minutes from Regular Meeting August 10th, 2021.
- IV. Public Comment
- V. AVFD Inc. – Ryan Warren, President
- VI. North 40 Housing Project Update – Sebastian Wanatowicz
 - a) Project Budget Update
 - b) Project Contingency Reconciliation
 - c) Allowances Log Update
 - d) FCI Budget Reconciliation
 - e) PV Options Workbook
- VII. Financials
 - a) FPPA Volunteer Actuarial Report
 - b) 2022 Budget Review
- VIII. Board Member Comments & Action Items
 - a) Chief Contract
- IX. Staff Report
 - a) Fire Marshal/Prevention
 - b) Training
 - c) Wildfire
 - d) Strategic Plan Update
- X. CEO/Fire Chief & Good of District
 - a) 9/11 Annual Day of Remembrance

XI. Old Business

- a) Pano AI Rapid Wildfire Detection Project Update
- b) Aspen Fire Housing Guidelines and Rental Rates
- c) North 40 Roofing

XII. New Business

Aspen Fire Protection District

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



Board of Directors Regular Meeting August 10, 2021

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

Meeting called to order by John at 5:02pm

Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Stephen Wertheimer, Michael Buglione, Dave (Wabs) Walbert
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Nikki Lapin, Jan Schubert, Ryan Warren, Jake Spaulding, Michael Holmes, Charlie Curtis, Jan Legersky
- Public/Others: Karl Hanlon, Sebastian Wanatowicz

Approval of Minutes:

MOTION: Motion by Michael to approve minutes from: Regular meeting held on July 13th, 2021 and Special meeting held on July 26th, 2021. Wabs second. All approved.

Public Comment: None

AVFD Inc., Ryan Warren:

- AVFD had established a table at the Farmer's Market on August 21st and September 18th. The main focus will be to educate the public on fire safety, wildfire and speak to those of certain age about scholarship programs.
- Have purchased domain name for website: aspenvfd.org
- Ryan is trying to have monthly meetings with the Chief and Deputy Chief. The recent one was very productive and good communication between the two organizations.
- Ryan has received feedback from some volunteers and one or two career firefighters in the way in which this group may charge for housing rates. They feel they are too high.
- AVFD Inc. will be making a donation of \$500 each to injured MRA member and a former Pitkin County Deputy.

North 40 Housing Project Update: Sebastian Wanatowicz

- Monthly Budget Update: This was included in the board packet.
- Construction Update: Majority of the garage slab is poured. All the subgrade rough-ins installed for plumbing and they are in process of building platform for podium slab/deck slab that the actual housing will sit on. This will be done in two pours. There is a lot of activity happening and it is on schedule.
- Contingency Reconciliation Update: Sebastian reviewed contingency reconciliation update and what it shows.

- Reviewed some credits to the project. These credits will be put in another line item to use for other items further in the project. Sebastian reviewed long list of items.
- The original quote for the fitness buildout was approximately \$60,000, however we were able to get it down to \$20,000. This was just repriced. It is not a green light, but will be roughed in.
- There was discussion on what structural bracing might be needed for solar on roofs. Currently Sebastian thinks they add onto the North 40 station 102 panels. Also looking at the potential of panels on Aspen Village. They will be working pricing for the requirement and another pricing on getting to net zero.

Financials:

- County Treasurer Fees: Jan Schubert confirmed that she is still waiting for fees for August through December. Large amounts have been received and smaller checks will continue to trickle in.
- Expense for PTO: This is a number from auditor's year end actual PTO accrued balances for all multiplied by hourly rate. Nikki reviewed the PTO max balances.
- Review of the FPPA 2nd Quarter Report. This was included in the packet.
- Budget 2022 Draft Presented: Board will review and discuss further at next meeting.

Board Comments & Action Items:

- Wildland Fire Assignments: Currently no members have been sent out or been listed due to lack of resources. A survey was sent out to see if we had anyone interested. We are on call for MAMA for immediate local resources. The goal is to get everyone red carded.
- Salary Compensation Table Range Approval:
 - There was discussion of cost of living and merit raises. This program will be further designed after approval of salary compensation. Jake expressed importance of doing a cost of inflation adjustment each year and design program for merit increase. The goal will to also review these ranges every two or three years.

MOTION: Motion by Steve to approve Salary Compensation Table as presented. Michael second. All approved.

- Michael: Thanked AVFD Inc. for their generosity for supporting a former deputy injured and MRA member injured.
- Steve: Good to see the rain and to have the Pano AI cameras up.

MOTION: Motion by Denis to match AVFD Inc. donation to former deputy that was injured and MRA member injured. John second. All approved.

- Denis: He asked the Fire Marshal to bring a draft of code adoption. Jan commented that they coordinate with other agencies. Code Adoption for 2021 would happen first part of 2022. There was also discussion of requiring sprinklers for anything over 4,500 square feet, rather than 5,000 square feet.
- John - Thank you to Rick for the presentation at the last meeting.

MOTION: Motion to extend Rick's contract, ending December 31st, for one more year and direct Karl to work on. Steve second. Discussion: Karl will work with John on details of terms and bring it back to next meeting. All approved.

Staff Report:

- Fire Prevention:

- Ben Smith started last week and came back for another. He is doing a great job. The Children's Fair and Community Picnic are coming up that we will be attending with fire trucks, firefighters and education.
- Training
 - All the updates were presented in the Mid-Year Organizational Review last month. Jake will add the strategic plan update into the next meeting.
- Wildfire:
 - Pano AI picked up a fire in the Basalt area. The smoke in the air has been hindering vision. Staff is tracking each incident, fire or no fire. Jack addressed sending people out on wildland fires.

CEO/Fire Chief and Good of the District:

- It is now one year ago that we became a combination model.
- Family Night has been changed to September 1st. If you plan to attend, please let Nikki know so she can post accordingly.
- 9/11 Remembrance: This is the 20th anniversary. This will be in conjunction with other agencies in the valley. The Tiger Squadron may be doing a fly by that will be funded by someone else.
- Housing Guidelines work session: John will send out date for September.

Old Business:

- North 40 Roof Update: It was determined that an Executive Session was not needed at this time. Counsel suggested giving the report to Umbrella and give them a chance to fix the issues.

MOTION: Motion by John to adjourn at 6:52pm. Michael second. All approved.

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

AFPD - North 40 Housing - "Fire Place"
Monthly Budget Update - September 14, 2021

Description Scope of Work	Current Budget	Spent To Date 9/14/21	Balance To Complete	Clarifications & Remarks
Soft Cost Budget				
Architect Selection process		-	-	
Harry Teague	5,000.00	5,000.00	-	Conceptual drawings
Stryker/Brown	5,050.50	5,050.50	-	Conceptual drawings
		-	-	
Consultants		-	-	
BendonAdams - Land Consultant	20,000.00	18,810.48	1,189.52	
		-	-	
Type Five - Owners Rep.	245,087.24	128,953.61	116,133.63	Increased for Type Five
Stryker/Brown - Architects	862,151.49	769,949.84	92,201.65	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	91,860.75	(1,860.75)	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	2,650.00	-	Complete
		-	-	
Kubed - Fire sprinkler design	1,750.00	1,750.00	-	Complete
		-	-	
Special Inspections		-	-	
Kumar - Geo-Engineers	29,500.00	9,717.70	19,782.30	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	1,900.00	10,500.00	\$17,748.62 Allowance
		-	-	
Miscellaneous fees		-	-	
Aspen Reprographics	3,500.00	1,145.84	2,354.16	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 - September 14, 2021

Description Scope of Work	Current Budget	Spent To Date 9/14/21	Balance To Complete	Clarifications & Remarks
		-	-	
Utilities		-	-	
Water tap fees	330,021.60	330,021.60	-	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	30,793.34	(2,293.34)	Complete
Phone	5,000.00	-	5,000.00	Allowance
CTV	5,000.00	-	5,000.00	Allowance
Black Hills - gas line re-location	1,000.00	1,000.00	-	Complete
		-	-	
Permit Fees		-	-	
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
		-	-	
Building permit change order fees	24,985.00	-	24,985.00	Allowance
Change order # 1 - Trash enclosure		-	-	
		-	-	
FF & E	5,000.00	-	5,000.00	Allowance
Bike racks		-	-	
Benches		-	-	
		-	-	
Insurances		-	-	
Builders Risk		-	-	In construction budget
Performance & payment Bond		-	-	In construction budget
General Liability insurance		-	-	In construction budget
		-	-	
Legal Fees		-	-	
Karp.Neu.Hanlon	20,000.00	7,940.00	12,060.00	Allowance
		-	-	
Staging Area		-	-	
Lease & insurance	20,000.00	-	20,000.00	Allowance
		-	-	
AFPD Contingencies	500,000.00		500,000.00	Allowance
Increase for Type Five (Owners Rep)	(55,087.24)	-	(55,087.24)	
SBA Fire Station Roof Solar Panel Structural Design	(5,000.00)	-	(5,000.00)	

AFPD - North 40 Housing - "Fire Place"
Monthly Budget Update - September 14, 2021

Description Scope of Work	Current Budget	Spent To Date 9/14/21	Balance To Complete	Clarifications & Remarks
BGBW Low Voltage Submittal Review	(3,250.00)		(3,250.00)	
Work completed by AFPD		-	-	
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
		-	-	
		-	-	
Soft Cost Total	2,852,708.86	2,057,581.68	795,127.18	
	2,865,919.00			
FCI Construction Budget				
FCI's GMP contract budget	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
Change Orders				
PCCO #1	40,378.00	-	-	Approved_04.21.21 [Drywell and Drain Pipe]
PCCO #2	29,878.82	-	-	Approved_06.15.21 [Permit Set Pricing]
Construction Cost Total	14,278,702.82	3,252,530.15	10,955,915.85	
Grand Total	17,131,411.68	5,310,111.83	11,751,043.03	

Grand total 3/9/21

17,074,362.00

AFPD - North 40 Housing - "Fire Place"
Contingency Reconciliation Update - September 14, 2021

Description Scope of Work	Current Budget	Change to Contract Amounts	Balance To Complete
Soft Cost Budget			
AFPD Contingencies	500,000.00		
Consultants			
Type Five - Owners Rep.		(55,087.24)	
Stryker/Brown - Architects		(5,000.00)	
KL&A Structural Engineer		-	
BG Works - MEP		(3,250.00)	
SGM		(1,860.75)	
Special Inspections			
Waterproofing special inspections		5,348.62	
Utilities			
Holy Cross construction cost		(2,293.34)	
Soft Cost Total	-	(62,142.71)	-
FCI Construction Budget			
FCI's GMP contract budget			
Allowance #022		91,991.00	
Change Orders			
PCCO #1		(40,378.00)	
PCCO #2		(29,878.82)	
Construction Cost Total	-	21,734.18	-
Grand Total	-	(40,408.53)	459,591.47

Cost code	Description	Original Estimate	Approved Estimated Changes	Pending Estimate Changes	Amount Remaining
01 600001 OTH	Misc Site Demo/Foundation Drain Drywell	18,575.00	18,575.00	-	-
01 600002 OTH	Winter Conditions - Concrete Add Mix	36,656.00	-	-	36,656.00
01 600003 OTH	Winter Conditions - Concrete Heat	37,840.00	-	-	37,840.00
01 600004 OTH	Reshoring of Concrete Deck	15,000.00	-	-	15,000.00
01 600005 OTH	Misc Metals	28,024.00	-	-	28,024.00
01 600006 OTH	Stair Canopy - Structural Design	2,500.00	2,500.00	-	-
01 600007 OTH	Stair Canopy Structure (Steel)	35,000.00	-	-	35,000.00
01 600008 OTH	Trash Enclosure Structure & Roof	37,127.00	37,127.00	-	-
01 600009 OTH	Composite Balcony/Walkway Slats	43,205.00	43,205.00	-	-
01 600010 OTH	Cost Impacts - Added Laundry Area Cabinets	5,000.00	5,000.00	-	-
01 600011 OTH	Misc Flashing	25,000.00	-	-	25,000.00
01 600012 OTH	Window & Sliding Door Package	85,000.00	85,000.00	-	-
01 600013 OTH	Temp Heating	52,500.00	14,933.00	-	37,567.00
01 600014 OTH	Signage	2,915.00	-	-	2,915.00
01 600015 OTH	Photovoltaic System	240,000.00	-	-	240,000.00
01 600016 OTH	Plumbing Fixture Package	125,000.00	125,000.00	-	-
01 600017 OTH	Snow Removal & Earthwork Winter Conditions	138,600.00	10,070.00	-	128,530.00
01 600018 OTH	Rock Removal	35,000.00	35,000.00	-	-
01 600019 OTH	Dewatering	20,420.00	20,420.00	-	-
01 600020 OTH	Irrigation System Design & Construction	45,000.00	45,000.00	-	-
01 600021	Wood Material Cost Increase	-	140,723.00	-	140,723.00
01 600022	Supplementary Funds - Project Credits	-	91,991.00	-	91,991.00
		1,028,362.00	674,544.00	-	819,246.00

		Initial	Change	Current
Base Contract		\$ 12,792,875		
	COR 01 - Additional Drywell		\$ 40,378	
	COR 02 - Foundation Drain and Pump		\$ 2,032	
	AL 07 - Added Scope in Permit Revision		\$ 27,849	
	Allowance Reconciliation to Date		\$ 329,233	
				\$ 13,192,368
Allowance 0001	MISC SITE DEMOLITION & FOUNDATION DRAIN DRYWELL	\$ 18,575		
	AL 03 - Fund additional drywell requirements.		\$ (11,075)	
	AL 07 - Fund final costs on site demo allowance.		\$ (7,500)	
				\$ -
Allowance 0002	WINTER CONDITIONS - CONCRETE ADD MIX	\$ 36,656		
				\$ 36,656
Allowance 0003	WINTER CONDITIONS - CONCRETE HEAT	\$ 37,840		
				\$ 37,840
Allowance 0004	RESHORING OF CONCRETE DECK	\$ 15,000		
				\$ 15,000
Allowance 0005	MISCELLANEOUS METALS	\$ 28,024		
				\$ 28,024
Allowance 0006	STAIR CANOPY-STRUCTURAL DESIGN	\$ 2,500		
	AL 02 - Fund Contract for Engineering Services		\$ (2,500)	
				\$ -
Allowance 0007	STAIR CANOPY STRUCTURE (STEEL)	\$ 35,000		
				\$ 35,000
Allowance 0008	TRASH ENCLOSURE STRUCTURE & ROOF	\$ 37,127		
	AL 07 - Reconcile final trash enclosure costs.		\$ (37,127)	
				\$ -
Allowance 0009	COMPOSITE BALCONY/WALKWAY SLATS	\$ 43,205		
	AL 17 - Balcony and Walkway Slats		\$ (43,205)	
				\$ -
Allowance 0010	COST IMPACTS-ADDED LAUNDRY AREA CABINETS	\$ 5,000		
	AL 07 - Reconcile final costs.		\$ (5,000)	
				\$ -
Allowance 0011	MISC FLASHING	\$ 25,000		
				\$ 25,000

Allowance 0012	WINDOW & SLIDING DOOR PACKAGE	\$	85,000		
	AL 05 - Fund Final Window Package			\$	(77,854)
	AL 07 - Offset balance towards permit pricing exercise.			\$	(7,146)
					\$ -
Allowance 0013	TEMPORARY HEATING	\$	52,500		
	AL 20 - Temping Heating Temp Gas Line			\$	(14,933)
					\$ 37,567
Allowance 0014	SIGNAGE	\$	2,915		
					\$ 2,915
Allowance 0015	PHOTOVOLTAIC SYSTEM	\$	240,000		
					\$ 240,000
Allowance 0016	PLUMBING FIXTURE PACKAGE	\$	125,000		
	AL 06 -Fund Plumbing Fixture Package			\$	(124,990)
	AL 07 - Offset balance towards permit pricing exercise.			\$	(10)
					\$ -
Allowance 0017	SNOW REMOVAL & EARTHWORK WINTER CONDITIONS	\$	138,600		
	AL 01 - Winter Conditions Costs for February			\$	(8,390)
	AL 04 - Winter Conditions Costs for March			\$	(1,680)
					\$ 128,530
Allowance 0018	ROCK REMOVAL	\$	35,000		
	AL 04 - March Rock Removal Costs			\$	(2,340)
	AL 09 - April Rock Removal Costs			\$	(1,240)
	AL 10 - May Rock Removal Costs			\$	(11,410)
	AL 19 - Final Reconciliation			\$	(20,010)
					\$ -
Allowance 0019	DEWATERING	\$	20,420		
	AL 07 - Offset balance towards permit pricing exercise.			\$	(20,420)
					\$ -
Allowance 0020	IRRIGATION SYSTEM DESIGN & CONSTRUCTION	\$	45,000		
	AL 07 - Offset balance towards permit pricing exercise.			\$	(45,000)
					\$ -
Allowance 0021	Wood Cost Escalation Allowance	\$	-		
	AL 07 - Added Allowance for Wood Escalation			\$	228,000
	AL 08 - Wood Escalation Costs			\$	(87,277)
					\$ 140,723
Allowance 0022	Misc. Allowance	\$	-		
	COR 04 - One Line Change Credit			\$	27,787
	COR 05 - Board Form and Trench Drain Install Credit			\$	22,210
	AL 11 - Refrigerator Water Connection Costs			\$	(3,731)
	AL 12 - Elevator Ventilation Costs			\$	(4,183)

AL 13 - Concrete Sealer	\$	(11,480)	
AL 14 - Guardrail VE	\$	22,428	
AL 15 - Additional Site Camera	\$	(4,810)	
AL 16 - Fitness Room Fit out	\$	(20,348)	
AL 17 - Balcony Slat Savings	\$	5,839	
AL 18 - Driveway Snowmelt and Heat Trace	\$	38,270	
AL 19 - Final Rock Removal Reconciliation	\$	20,010	
			\$ 91,991

Construction Contingency	\$	387,206	
BVR 01 - Permit Pricing Exercise			\$ (114,279)
			\$ 272,927
Grand Total	\$	14,208,443	\$ 14,284,542

*****ALL COSTS ARE ROUGH ORDER MAGNITUDE PRICING - CONFIRMATION NEEDED WITH SUBCONTRACTORS AND DESIGN*****

Item	Description	kW		kW Total	Cost	Notes
100	Interior Energy Use ERI30 - (38.88 kW / Offset - 16.02 kW Offset for Existing)	22.86		22.86	\$ 74,295	PV panels to be installed on the N40 Fire Station roof
101	Exterior Energy Use - 15.38 kW Offset	15.38		15.38	\$ 49,985	
			Subtotal	38.24	\$ 124,280	Code minimum
102	Additional Snowmelt - 13.09- kW Offset	13.09		13.09	\$ 42,543	Code minimum and additional snowmelt
			Subtotal	51.33	\$ 166,823	
103	Interior Energy Use NET ZERO - 48.3 kW Offset	48.3		48.30	\$ 156,975	Net Zero
			Subtotal	99.63	\$ 323,798	
104	Battery Backup - Cost Allowance				\$ 150,000	Required if PV panels are installed on the Fire Place roof
105	Structural Reinforcement of the Aspen Village Station Roof				\$ 30,000	Allowance including engineering
106	Snowmelt and Heat Tape as currently designed, plus NET ZERO	86.54		86.54	\$ 281,255	Option (Items 100 + 101 +103)



BG BUILDINGWORKS
systems fulfilled

ALBUQUERQUE · AVON · DENVER · FORT COLLINS

September 9, 2021

Rick Balentine
Fire Chief/CEO
Aspen Fire Protection District
420 E. Hopkins Ave.
Aspen, CO 81612

RE: Fire Place Employee Housing
Garage Ramp Snowmelt

Rick,

There continue to be on-going discussions regarding the snowmelted garage ramp at the Fire Place employee housing project just outside Aspen. The original design intent included the full ramp area being snowmelted due to ramp slope and shaded location/aspect to help reduce potential vehicle/pedestrian travel issues on the ramp. In an effort to reduce installed first costs, energy costs, and required energy code offsets, the project stakeholders proposed reducing the width of snowmelt at the ramp.

As previously stated, BG Buildingworks, Inc. (BG) along with Stryker Brown Architects, does not recommend reducing the snowmelted area beyond the full surface area of the ramp (i.e, the width) due to icing/uneven melting concerns that will be seen at the boundary between melted and non-melted concrete.

The Design Team can provide our recommendations based off our extensive snowmelt experience, however it is ultimately the Owner's decision. If there is any additional information BG can provide, please let us know.

Sincerely,

Erin Pasold, PE
Sr. Project Manager

251 Linden Street, Suite 200
Fort Collins, CO 80524
P 970.221.5691
www.bgbuildingworks.com



September 13, 2021

Rick Balentine
Fire Chief/CEO
Aspen Fire Protection District
420 E. Hopkins Avenue
Aspen, CO 81612

Rick,

This is to summarize my prior communications to you about the ramp snowmelt design. They can be condensed as follows:

- The Architect's main concern is that of sufficient dry surface area for all expected driving scenarios (every sliding incident has its peculiar circumstance).
- The Engineer's concern is about control of freezing water. Melt-water along the edges of the heated boundary can encroach and re-freeze unto the heated area. This is because the snowmelt area is only heated intermittently.

This is an opportune time to review the situation on site. The ramp's major elements are in place and all decision makers can see this condition for themselves.

I hope this helps,

A handwritten signature in blue ink, appearing to read "Wayne Stryker".

Wayne Stryker

Aspen Fire Protection District
Balance Sheet
 As of August 31, 2021

Aug 31, 21

ASSETS

Current Assets

Checking/Savings

GENERAL FUND BANK ACCTS

10100 · Alpine Bank--GF Checking	68,572.46
10401 · ColoTrust--GF General	2,555,643.83
10406 · ColoTrust--GF Emerg Reserve	251,869.20
10407 · ColoTrust--GF Operations Resrv	1,211,502.77
10409 · ColoTrust--GF FPPA	7,330.91
10545 · Grand Junction Fed Credit Union	<u>83.50</u>

Total GENERAL FUND BANK ACCTS 4,095,002.67

CAPITAL ACQ. FUND BANK ACCTS

10700 · Alpine Bank--Cap Acq. Checking	383.89
10801 · ColoTrust--Cap Acq	<u>284,683.98</u>

Total CAPITAL ACQ. FUND BANK ACCTS 285,067.87

DEBT SERVICE FUND BANK ACCTS

11201 · ColoTrust--Debt Service	<u>2,019,245.02</u>
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Total DEBT SERVICE FUND BANK ACCTS 2,019,245.02

HOUSING FUND BANK ACCOUNTS

10890 · Alpine Bank--Housing Checking	56,032.96
10901 · ColoTrust--Housing	1,462,114.73
10905 · ColoTrust (UMB)-Construction	12,140,034.46
10906 · ColoTrust (UMB)--Cert Principal	9.75
10907 · ColoTrust (UMB)--Cert Interest	<u>7.13</u>

Total HOUSING FUND BANK ACCOUNTS 13,658,199.03

Total Checking/Savings 20,057,514.59

Accounts Receivable

ACCOUNTS RECEIVABLE

12252 · Receivable due - AFPD Staff	<u>420.90</u>
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Total ACCOUNTS RECEIVABLE 420.90

Total Accounts Receivable 420.90

Other Current Assets

GENERAL FUND (Asset)

10450 · Property Tax Receivable	<u>153,730.76</u>
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Total GENERAL FUND (Asset) 153,730.76

BOND DEBT SERVICE FUND (Asset)

10750 · Property Tax Receivable	<u>31,941.71</u>
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Total BOND DEBT SERVICE FUND (Asset) 31,941.71

10671 · Prepaid Expenses--General Fund 19,387.58

10672 · Apparatus Deposits--CA Fund 782,343.00

Total Other Current Assets 987,403.05

Total Current Assets 21,045,338.54

Aspen Fire Protection District
Balance Sheet
 As of August 31, 2021

	Aug 31, 21
Fixed Assets	
GENERAL FIXED ASSET GROUP	
10600 · Fire Trucks & Equip	4,429,722.00
10610 · Building Improvements	1,293,009.40
10615 · Buildings	13,398,373.00
10640 · Firefighting Equipment	375,665.98
10650 · Administrative	374,807.41
10660 · Construction in Progress	1,738,302.29
10665 · Land - North 40	1,700,000.00
10669 · Accumulated Depreciation	-7,676,469.82
Total GENERAL FIXED ASSET GROUP	15,633,410.26
Total Fixed Assets	15,633,410.26
Other Assets	
10593 · Deferred Refunding Cost	1,574,234.68
10594 · Deferred Refunding Costs-Accum.	-1,299,064.71
90103 · VPF-Def Oflow-Pens Inv Ret Diff	118,082.00
90105 · VPF-Def Oflow-Pens Contr After	632,000.00
90111 · SWDB-Def Oflow-Pens Exper Diff	70,656.34
90112 · SWDB-Def Oflow-Pens Chg Assum	39,642.24
90113 · SWDB-Def Oflow-Pens Inv Ret Dif	0.07
90115 · SWDB-Def Oflow-Pens Chg Propor	20,909.00
90116 · SWDB-Def Oflow-Pens Contr After	48,429.92
Total Other Assets	1,204,889.54
TOTAL ASSETS	37,883,638.34
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2002 · 20120 - Accts Payable--CA Fund	17,828.15
Total Accounts Payable	17,828.15
Other Current Liabilities	
CURRENT LIABILITIES	
20125 · State Unemployment Accrual	893.25
20140 · Section 125 Accrual	-10,173.69
20162 · Vol FFs Insurances Accrual	6,491.33
20310 · Federal Withholding Tax Accrual	-100.00
20317 · AVFD T-shirt Sales (+) Accrual	3,367.36
21000 · Deferred Revenue--Prop. Tax	153,730.76
Total CURRENT LIABILITIES	154,209.01
23050 · Accrued Int. Payable--Bond Debt	43,121.27
Total Other Current Liabilities	197,330.28
Total Current Liabilities	215,158.43

Aspen Fire Protection District
Balance Sheet
 As of August 31, 2021

Aug 31, 21

Long Term Liabilities

BOND DEBT SERVICE FUND (Liab.)

22000 · Deferred Revenue--Prop.Tax	31,941.71
23000 · Bonds Payable	4,850,000.00
23010 · Current Portion - Bonds Payable	880,000.00
22900 · Bond Premium	1,100,512.25
22901 · Bond Premium- Accumulate Amort.	-955,334.34

Total BOND DEBT SERVICE FUND (Liab.) 5,907,119.62

HOUSING DEBT SERVICE (Liab.)

22902 · COPs Payable	13,305,000.00
22903 · Current Portion - COPs Payable	550,000.00
22904 · COPs Premium	1,836,645.45

Total HOUSING DEBT SERVICE (Liab.) 15,691,645.45

90200 · VPF--Net Pension Liability	880,302.00
90202 · VPF--Def Iflow--Pens Chg Assum	180,279.00
90210 · SWDB--Net Pension Liability	-20,877.42
90211 · SWDB-Def Iflow-Pens Exp Diff	409.29
90213 · SWDB-Def Iflow-Pens Inv Ret Dif	32,820.00
90214 · SWDB-Def Iflow-Pens Act/Rep Dif	7,951.76
90215 · SWDB-Def Iflow-Pens Chg Propor	33,325.97
90220 · Compensated Absences / PTO	193,159.81

Total Long Term Liabilities 22,906,135.48

Total Liabilities 23,121,293.91

Equity

FUND BALANCES

30005 · LT Assets minus LT Debt	-7,903,918.70
30015 · Capital Acq. Fund Balance	655,027.00
30020 · Debt Svc Fund Balance	1,091,188.00
30025 · Housing Fund Balance	17,021,048.00
30300 · Net Pension Liab. & Deferrals	-860,120.00
30600 · Contingency Reserve (TABOR)	186,000.00
37500 · GF - Unrestricted Fund Balance	1,664,931.00
37501 · GF - Restricted Fund Balance	22,002.00

Total FUND BALANCES 11,876,157.30

3900 · Retained Earnings 2,576,633.32

Net Income 309,553.81

Total Equity 14,762,344.43

TOTAL LIABILITIES & EQUITY 37,883,638.34

Aspen Fire Protection District
Profit & Loss Budget Performance
 August 2021

	<u>Aug 21</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
GENERAL (Income)				
31100 · General Property Tax				
31102 · Allocation--to Cap Acq Fund	0.00	600,000.00	460,000.00	600,000.00
31103 · Allocation--to Housing Fund	0.00	1,100,000.00	660,000.00	1,100,000.00
31104 · Allocation--to GF General	173,979.44	3,447,167.36	2,148,244.80	3,580,408.00
31105 · Allocation--to GF Emerg Reserve	0.00	50,000.00	30,000.00	50,000.00
31106 · Allocation--to GF Ops Reserve	0.00	200,000.00	120,000.00	200,000.00
31107 · Allocation--to GF FPPA Annual	0.00	250,000.00	150,000.00	250,000.00
31109 · Allocation--for Treasurer Fee	9,396.86	297,578.62	202,821.36	304,232.00
Total 31100 · General Property Tax	<u>183,376.30</u>	<u>5,944,745.98</u>	<u>3,771,066.16</u>	<u>6,084,640.00</u>
31200 · Specific Ownership Taxes	20,483.20	129,134.33	123,333.36	185,000.00
36100 · Interest Earned--Prop. Taxes	4,971.21	7,595.50	6,666.68	10,000.00
36200 · Interest on Investments	90.12	362.69	6,666.68	10,000.00
37100 · Delinquent Taxes	-436.47	-926.99	-2,666.68	-4,000.00
38000 · North 40 Lease to County	4,139.88	33,049.84	33,463.36	50,195.00
38010 · County Share of Expenses @N40	0.00	14,260.01	20,000.00	30,000.00
38015 · Tenants' Rent & Utilities @Stwd	435.50	9,539.47	2,666.68	4,000.00
38020 · Tenants' Rent @ N40 & Woody Crk	1,986.00	8,220.00		
38050 · WFAC (Wildfire Mapping) Project	0.00	41,180.00	40,000.00	40,000.00
38100 · Other Income (vs. Expense)	0.00	2,000.00		
38101 · Grants	0.00	10,538.96	26,666.68	40,000.00
38103 · CDPS DFPC--Cooperator Incident	0.00	2,154.15	66,666.68	100,000.00
38109 · Donations/Contrib (GF-Assigned)	0.00	54,198.97		
38110 · Sprinkler Permit Fees(PlansChk)	0.00	24,154.99	23,333.36	35,000.00
Total GENERAL (Income)	<u>215,045.74</u>	<u>6,280,207.90</u>	<u>4,117,862.96</u>	<u>6,584,835.00</u>
Total Income	<u>215,045.74</u>	<u>6,280,207.90</u>	<u>4,117,862.96</u>	<u>6,584,835.00</u>
Gross Profit	215,045.74	6,280,207.90	4,117,862.96	6,584,835.00
Expense				
PERSONNEL - District Staff				
41110 · Wages - Career Duty FFs	66,173.84	507,264.34	542,053.36	813,080.00
41111 · Salaries & Wages-All Other Paid	61,048.55	442,675.95	563,776.00	845,664.00
41120 · Misc. Payroll Expenses	84.00	1,087.20	800.00	1,200.00
41125 · Employer SUI--Staff	356.23	2,889.50	3,407.36	5,111.00
41130 · Retirement Plan--401(a)	9,297.07	79,428.68	77,932.00	116,898.00
41132 · Pension Plan--FPPA SWDB	7,161.08	55,617.89	67,391.36	101,087.00
41135 · Employer Medicare--Staff	1,770.29	14,254.49	16,470.68	24,706.00
41140 · All Insurances & HSA Contrib.	16,015.21	156,928.68	174,310.68	261,466.00
41141 · Board Match--457(b) Plan	2,406.47	19,109.11	20,468.00	30,702.00
41142 · Fit/Wellness Allowance--Staff	0.00	6,825.01	13,866.68	20,800.00
41143 · Health Insur--Staff Dependents	6,168.48	38,081.67	39,059.36	58,589.00
41144 · Benefits Contingency - PTO Cash	0.00	47,638.98	16,189.36	24,284.00
Total PERSONNEL - District Staff	<u>170,481.22</u>	<u>1,371,801.50</u>	<u>1,535,724.84</u>	<u>2,303,587.00</u>

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	Aug 21	Jan - Aug 21	YTD Budget	Annual Budget
ADMINISTRATION				
41149 · County Treasurer Fee	9,396.86	297,578.62	202,858.00	304,287.00
41150 · Employer Medicare--AVFD+	0.00	172.21	1,666.68	2,500.00
41155 · Employer Social Security--AVFD+	427.80	4,385.49	10,000.00	15,000.00
41160 · Employer SUI--AVFD+	0.00	35.63	416.68	625.00
41146 · Employee Wellness Program	599.10	2,595.75	5,333.36	8,000.00
41200 · Other Expense (vs. Income)	1,198.80	54,739.55		
41209 · WFAC (Wildfire Mapping) Project	90.00	2,896.11	26,666.68	40,000.00
41210 · Contr Labor/ Special Projects	0.00	13,190.52	30,000.00	45,000.00
41211 · Supplies & Expenses	3,623.39	18,880.69	15,482.68	23,224.00
41212 · Telephone Expense	2,682.22	21,081.71	20,000.00	30,000.00
41214 · Info. Systems & Support	1,651.00	22,098.89	20,000.00	30,000.00
41500 · Audit & Budget	0.00	17,360.00	12,000.00	18,000.00
41510 · Insurance				
Gen Liability/Accident & Other	0.00	36,891.00	33,333.36	50,000.00
Workers' Comp	414.52	71,115.95	30,000.00	45,000.00
Total 41510 · Insurance	414.52	108,006.95	63,333.36	95,000.00
41520 · Legal	1,799.00	18,667.05	16,666.68	25,000.00
41770 · Equip Repair/Replace	0.00	0.00	3,333.36	5,000.00
41820 · Staff Vehicle Expense				
Maint. Labor--at County Fleet	0.00	160.00		
41820 · Staff Vehicle Expense - Other	1,013.47	5,594.75	11,333.36	17,000.00
Total 41820 · Staff Vehicle Expense	1,013.47	5,754.75	11,333.36	17,000.00
41840 · Administrative	6,194.05	31,598.61	30,000.00	45,000.00
41920 · Capital Outlay - Computers +	2,200.00	2,200.00	16,666.68	25,000.00
Total ADMINISTRATION	31,290.21	621,242.53	485,757.52	728,636.00
PERSONNEL - Volunteer Staff				
41860 · Vol. Fit/Wellness Allowance	0.00	11,700.00	32,066.68	48,100.00
41861 · Volunteer Health Insur/HSA/HRA	12,869.01	97,788.13	206,108.00	309,162.00
41870 · Volunteer Health Screenings	0.00	1,094.60	3,333.36	5,000.00
41875 · LOSAP	0.00	46,500.00	33,000.00	33,000.00
41877 · Volunteer Shift Incentives	0.00	3,300.00		
41892 · ALL Volunteer Incentives	0.00	0.00	53,333.36	80,000.00
Total PERSONNEL - Volunteer Staff	12,869.01	160,382.73	327,841.40	475,262.00
FIRE FIGHTING				
42205 · Firefighters' Logistics/Support	1,122.11	9,353.79	16,666.68	25,000.00
42206 · Uniforms	2,349.42	23,769.40	20,000.00	30,000.00
42211 · Operational Supplies & Expenses	239.36	70,076.16	83,333.36	125,000.00
42212 · Rescue Supplies & Expenses	2,335.00	3,545.84	10,000.00	15,000.00
42213 · EMS Supplies & Expenses	4,312.36	8,174.23	10,000.00	15,000.00
42214 · Wildfire Supplies & Expenses	379.35	8,088.96	6,666.68	10,000.00
42215 · Wildfire Program (Seasonal FFs)	0.00	690.00	15,625.00	25,000.00
42300 · Fuel	2,099.07	8,347.77	10,000.00	15,000.00
42400 · Subscriptions & Dues	0.00	825.00	1,000.00	1,500.00
42402 · Honor Guard	3,767.21	4,130.69	5,000.00	7,500.00
Total FIRE FIGHTING	16,603.88	137,001.84	178,291.72	269,000.00

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	Aug 21	Jan - Aug 21	YTD Budget	Annual Budget
TRAINING				
44102 · EMS Training & Records	1,197.50	11,916.20	16,000.00	24,000.00
44103 · FF Training & Records	330.00	17,508.10	28,000.00	42,000.00
44211 · Supplies & Expenses	1,379.23	5,350.16	6,666.68	10,000.00
Total TRAINING	2,906.73	34,774.46	50,666.68	76,000.00
FIRE PREVENTION				
43200 · Training	0.00	744.58	3,333.36	5,000.00
43211 · Supplies & Expenses	588.27	6,316.28	6,000.00	9,000.00
43212 · Public Fire Education	1,606.00	2,312.00	4,000.00	6,000.00
43214 · Advertising--Public Education	345.00	3,490.00	8,000.00	12,000.00
Total FIRE PREVENTION	2,539.27	12,862.86	21,333.36	32,000.00
COMMUNICATIONS				
45211 · Supplies & Expenses	0.00	3,137.40	6,666.68	10,000.00
45300 · Administration				
County Dispatch Services	0.00	15,432.00	30,000.00	45,000.00
County Radio Services	0.00	24,488.00	20,000.00	30,000.00
Total 45300 · Administration	0.00	39,920.00	50,000.00	75,000.00
45910 · Radio Capital Outlay	0.00	19,029.16	13,333.36	20,000.00
Total COMMUNICATIONS	0.00	62,086.56	70,000.04	105,000.00
CDPS COOPERATOR INCIDENTS				
42600 · Cooperator Incident--Misc.	0.00	0.00	5,000.00	8,000.00
42601 · Cooperator Incident--Personnel	0.00	0.00	26,250.00	42,000.00
Total CDPS COOPERATOR INCIDENTS	0.00	0.00	31,250.00	50,000.00
REPAIR SERVICES (Fleet & Equip)				
46200 · Pump & Equipment Testing	0.00	12,264.31	15,333.36	23,000.00
46211 · Supplies & Expenses & Parts	6,513.42	29,990.99	20,000.00	30,000.00
46212 · Out-source Maint& Repair				
Labor--at County Fleet	15,448.00	50,088.00		
46212 · Out-source Maint& Repair - Other	0.00	2,205.85	56,666.68	85,000.00
Total 46212 · Out-source Maint& Repair	15,448.00	52,293.85	56,666.68	85,000.00
Total REPAIR SERVICES (Fleet & Equip)	21,961.42	94,549.15	92,000.04	138,000.00
STATIONS, BUILDINGS & GROUNDS				
Headquarters Station				
48209 · Alarm Monitoring and T&I--HQ	0.00	0.00	1,133.36	1,700.00
48210 · Repairs & Maint. - Headquarters	2,036.65	8,429.21	15,333.36	23,000.00
48211 · Supplies & Exp. - Headquarters	854.79	5,665.48	8,000.00	12,000.00
48214 · Utilities - Headquarters	1,992.02	28,851.95	24,000.00	36,000.00
48215 · Cleaning - Headquarters	540.00	4,916.40	6,666.68	10,000.00
Total Headquarters Station	5,423.46	47,863.04	55,133.40	82,700.00

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	<u>Aug 21</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
North 40 Station				
48309 · Alarm Monitoring and T&I--N40	0.00	0.00	800.00	1,200.00
48311 · Repairs & Maint. - North 40	3,200.18	13,342.83	13,333.36	20,000.00
48315 · Supplies & Expenses - North 40	411.74	3,636.57	8,000.00	12,000.00
48320 · Utilities - North 40	2,205.32	23,852.06	25,333.36	38,000.00
Total North 40 Station	<u>5,817.24</u>	<u>40,831.46</u>	<u>47,466.72</u>	<u>71,200.00</u>
Aspen Village Substation				
48016 · Supplies & Exp.- Aspen Village	0.00	96.18	1,333.36	2,000.00
48400 · Utilities - Aspen Village	317.43	4,125.77	3,633.36	5,450.00
48409 · Alarm Monitoring and T&I--AV	0.00	656.00	500.00	750.00
48410 · Repairs & Maint.- Aspen Village	100.00	4,117.00	13,333.36	20,000.00
Total Aspen Village Substation	<u>417.43</u>	<u>8,994.95</u>	<u>18,800.08</u>	<u>28,200.00</u>
Starwood Substation				
48411 · Rent & Expenses - Starwood	0.00	7,934.64	666.68	1,000.00
48412 · Utilities - Starwood	385.38	7,719.42	5,333.36	8,000.00
Total Starwood Substation	<u>385.38</u>	<u>15,654.06</u>	<u>6,000.04</u>	<u>9,000.00</u>
Woody Creek Substation				
47301 · Supplies & Exp. - Woody Creek	0.00	0.00	1,000.00	1,500.00
47302 · Utilities - Woody Creek	654.76	6,484.56	5,933.36	8,900.00
47309 · Alarm Monitoring and T&I--WC	0.00	656.00	566.68	850.00
47310 · Repairs & Maint. - Woody Creek	100.00	9,401.05	3,333.36	5,000.00
Total Woody Creek Substation	<u>754.76</u>	<u>16,541.61</u>	<u>10,833.40</u>	<u>16,250.00</u>
Total STATIONS, BUILDINGS & GROUNDS	<u>12,798.27</u>	<u>129,885.12</u>	<u>138,233.64</u>	<u>207,350.00</u>
TRANSFER TO OTHER FUNDS				
49502 · Transfer to CapAcquisition Fund	0.00	600,000.00	460,000.00	600,000.00
49503 · Transfer to Housing Fund	0.00	1,100,000.00	660,000.00	1,100,000.00
49507 · Xfer to Emergency Reserve Fund	0.00	50,000.00	30,000.00	50,000.00
49508 · Xfer to Operations Reserve Fund	0.00	200,000.00	120,000.00	200,000.00
49509 · Xfer to FPPA Annual Accrual Fnd	-250,000.00	0.00	150,000.00	250,000.00
49515 · Contribution--FPPA Vol. Pension	0.00	545,000.00		
Total TRANSFER TO OTHER FUNDS	<u>-250,000.00</u>	<u>2,495,000.00</u>	<u>1,420,000.00</u>	<u>2,200,000.00</u>
Total Expense	<u>21,450.01</u>	<u>5,119,586.75</u>	<u>4,351,099.24</u>	<u>6,584,835.00</u>
Net Income	<u><u>193,595.73</u></u>	<u><u>1,160,621.15</u></u>	<u><u>-233,236.28</u></u>	<u><u>0.00</u></u>

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	<u>Aug 21</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
CAPITAL ACQUISITION (Income)				
30075 · General Property Tax Allocation	0.00	600,000.00	460,000.00	600,000.00
60100 · Interest on Investments	6.58	27.47	2,666.68	4,000.00
Total CAPITAL ACQUISITION (Income)	<u>6.58</u>	<u>600,027.47</u>	<u>462,666.68</u>	<u>604,000.00</u>
Total Income	<u>6.58</u>	<u>600,027.47</u>	<u>462,666.68</u>	<u>604,000.00</u>
Gross Profit	6.58	600,027.47	462,666.68	604,000.00
Expense				
CAPITAL ACQ. Fund (Expenses)				
60110 · Cap. Outlay/Equipment/Projects				
equiping Engines 61 + 62	0.00	0.00	0.00	100,000.00
air conditioning @Stations62+63	0.00	28,295.33	26,666.68	40,000.00
replacement Engine 62	0.00	782,343.00	781,239.00	781,239.00
new fleet vehicle(s)	8,930.71	52,930.71	33,333.36	50,000.00
replacement roof @ N40	3,600.00	3,600.00		
Total 60110 · Cap. Outlay/Equipment/Projects	<u>12,530.71</u>	<u>867,169.04</u>	<u>841,239.04</u>	<u>971,239.00</u>
Total CAPITAL ACQ. Fund (Expenses)	<u>12,530.71</u>	<u>867,169.04</u>	<u>841,239.04</u>	<u>971,239.00</u>
Total Expense	<u>12,530.71</u>	<u>867,169.04</u>	<u>841,239.04</u>	<u>971,239.00</u>
Net Income	<u><u>-12,524.13</u></u>	<u><u>-267,141.57</u></u>	<u><u>-378,572.36</u></u>	<u><u>-367,239.00</u></u>

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	<u>Aug 21</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
HOUSING (Income)				
31175 · General Property Tax Allocation	0.00	1,100,000.00	733,333.36	1,100,000.00
31190 · Interest on Investments	87.44	1,684.76	33,333.36	50,000.00
Total HOUSING (Income)	<u>87.44</u>	<u>1,101,684.76</u>	<u>766,666.72</u>	<u>1,150,000.00</u>
Total Income	<u>87.44</u>	<u>1,101,684.76</u>	<u>766,666.72</u>	<u>1,150,000.00</u>
Gross Profit	87.44	1,101,684.76	766,666.72	1,150,000.00
Expense				
HOUSING Fund (Expenses)				
70100 · North 40 Project--Soft Costs				
Architectural Services	15,806.22	60,652.46		
Construction Mgmt. Services	8,609.37	50,821.87		
Other Services / Fees	<u>3,705.35</u>	<u>323,235.98</u>		
Total 70100 · North 40 Project--Soft Costs	28,120.94	434,710.31		
70200 · North 40 Project--Construction	540,510.10	2,469,882.20	7,833,333.36	11,750,000.00
70300 · COPs--Lease Payments				
70301 · Interest Payments	0.00	271,525.00	271,525.00	543,050.00
70302 · Principal Payments	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>550,000.00</u>
Total 70300 · COPs--Lease Payments	0.00	271,525.00	271,525.00	1,093,050.00
70305 · Bank (UMB) Sweep / Admin Fees	<u>0.00</u>	<u>599.08</u>	<u>4,633.36</u>	<u>6,950.00</u>
Total HOUSING Fund (Expenses)	<u>568,631.04</u>	<u>3,176,716.59</u>	<u>8,109,491.72</u>	<u>12,850,000.00</u>
Total Expense	<u>568,631.04</u>	<u>3,176,716.59</u>	<u>8,109,491.72</u>	<u>12,850,000.00</u>
Net Income	<u><u>-568,543.60</u></u>	<u><u>-2,075,031.83</u></u>	<u><u>-7,342,825.00</u></u>	<u><u>-11,700,000.00</u></u>

Aspen Fire Protection District Profit & Loss Budget Performance August 2021

	<u>Aug 21</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
BOND DEBT SERVICE FUND (Income)				
35100 · General Property Tax	33,356.30	1,081,354.65	725,009.36	1,087,514.00
35200 · Specific Ownership Taxes	3,725.91	23,489.64	23,333.36	35,000.00
35210 · Interest Earned--Prop. Taxes	904.27	1,381.41	1,333.36	2,000.00
35250 · Interest on Investments	44.49	191.28	4,666.68	7,000.00
35700 · Delinquent Taxes	-79.39	-168.61	-3,333.36	-5,000.00
Total BOND DEBT SERVICE FUND (Income)	<u>37,951.58</u>	<u>1,106,248.37</u>	<u>751,009.40</u>	<u>1,126,514.00</u>
Total Income	<u>37,951.58</u>	<u>1,106,248.37</u>	<u>751,009.40</u>	<u>1,126,514.00</u>
Gross Profit	37,951.58	1,106,248.37	751,009.40	1,126,514.00
Expense				
BOND DEBT SERVICE Fund (Expns.)				
50005 · County Treasurer Fee	1,709.30	54,129.81	36,250.68	54,376.00
50010 · Interest Payments	0.00	95,812.50	95,812.50	191,625.00
50011 · Principal Payments	0.00	0.00	0.00	880,000.00
50020 · Fees & Expenses	0.00	200.00	200.00	200.00
Total BOND DEBT SERVICE Fund (Expns.)	<u>1,709.30</u>	<u>150,142.31</u>	<u>132,263.18</u>	<u>1,126,201.00</u>
Total Expense	<u>1,709.30</u>	<u>150,142.31</u>	<u>132,263.18</u>	<u>1,126,201.00</u>
Net Income	<u><u>36,242.28</u></u>	<u><u>956,106.06</u></u>	<u><u>618,746.22</u></u>	<u><u>313.00</u></u>

**FIRE AND POLICE PENSION ASSOCIATION
ASPEN FIRE PROTECTION DISTRICT VOLUNTEER
PENSION FUND**

ACTUARIAL VALUATION REPORT AS OF JANUARY 1, 2021





To: Administrative Heads and Finance Officers of Aspen Fire Protection District;
administered by FPPA

Date: July 2021

Subject: **Actuarial Valuation Results as of January 1, 2021**

This report contains the actuarial valuation results as of January 1, 2021 for your department as determined by Gabriel, Roeder, Smith & Company (GRS), actuary for the Fire and Police Pension Association (FPPA). Questions about this report should be directed to FPPA, rather than to Gabriel, Roeder, Smith & Company.

Financing Objectives

This valuation was prepared to determine if the current annual assumed contributions of \$540,000 are adequate for funding the current benefits provided by the department. Contributions into the pension fund can come from two sources: contributions directly from the department and contributions from the State based on assessed property values and other formulas. The "Assumed Contribution" referred to throughout this report is the sum of the contributions from the aforementioned two sources. With the current assumed contribution amount, the UAAL will be eliminated in 2 years.

The calculated annual contribution shown in Table 3 is the sum of the normal cost, an amount available to amortize the Unfunded Actuarial Accrued Liability (UAAL), and any ongoing administrative and miscellaneous expenses that are paid out of the pension fund. The minimum contribution the department must pay is the calculated annual contribution, but not less than \$0.

Benefit Provisions

This actuarial valuation reflects the provisions that were applicable to the Aspen Fire Protection District Volunteer Pension Fund as of the valuation date. The details of the actuarial calculations, based on the current benefit provisions, are described in this report. Departments are allowed to model three alternative benefit packages, if desired. If alternatives were requested, a summary of the actuarial results based on those packages is shown in Table 16. A summary of the alternatives requested is shown in Table 15. If an alternative is adopted that increases the calculated annual contribution, the new calculated annual contribution will become effective beginning January 1, 2022.

This actuarial valuation is based upon coverage data given in the required checklist, which was completed by the department, returned to FPPA, and supplied to GRS. Any changes in coverage adopted but not included in the required checklist are not reflected in the current results. Once the adopted coverage data is provided, subsequent valuation results will be reflective of the change in coverage.

Actuarial Assumptions and Methods

This actuarial valuation uses the assumptions and methods that were adopted by the Board of Directors of FPPA based upon the actuary's analysis and recommendations resulting from the 2018 Experience Study and first effective in the January 1, 2019 valuations. A summary of those assumptions and methods can be found in Table 14. There were no actuarial assumption or method changes made for this valuation.

Liabilities were determined under the Entry Age Normal actuarial cost method. This is the same funding method that has been used in prior years.

The results of the actuarial valuation are dependent on the actuarial assumptions used. Actual results can and almost certainly will differ, as actual experience deviates from the assumptions. Even seemingly minor changes in the assumptions can materially change the liabilities, calculated annual contribution and funding periods. The actuarial calculations are intended to provide information for rational decision making.

This report is prepared using our proprietary valuation model and related software which in our professional judgment has the capability to provide results that are consistent with the purposes of the valuation. We performed tests to ensure that the model reasonably represents that which is intended to be modeled.

This report does not include a detailed assessment of the risks of future experience not meeting the actuarial assumptions. Additional assessment of risks was outside the scope of this assignment.

The calculated employer contribution consists of the sum of three pieces: the normal cost, the amortization of the Unfunded Actuarial Accrued Liability (UAAL), and any administrative and other ongoing expenses to be paid out of the pension fund (e.g. insurance contracts). The calculated annual contribution is shown in Table 3, Item 9. The normal cost (shown in detail in Table 3, Item 1) can be viewed as the regular, ongoing cost of the plan. The UAAL is the amount by which the actuarial value of assets falls short of, or exceeds, the actuarial accrued liability for this plan. The UAAL has been amortized under a level dollar method over 20 years. The required payment to amortize the UAAL in 20 years is shown in Table 3, Item 7.

Assets

Table 10, Item 2 shows the market and actuarial values of assets for this department. The actuarial value is an adjusted market value. It reflects only a portion of the excess (or shortfall) between recent investment returns and the corresponding expected returns based on the annual investment return assumption. The actuarial value recognizes 20% of the difference between the projected actuarial value and the market value at the valuation date. This smoothed average approach dampens the year-to-year fluctuations in the calculated annual contribution.



Member Data

Member data as of January 1, 2021 was supplied by FPPA, as verified by the department. GRS did not subject the data to any auditing procedures but reviewed it and tested it for reasonableness and consistency. The member count is shown in Table 10, Item 1. This count includes members who have worked for this employer at one time, but who are now active at another employer. Your share of the benefits for such former employees is reflected in the liabilities and in the contribution calculation. The number of retirees shown includes those who retired from this employer, as well as those who retired from another employer but has service attributed to this employer. The liabilities take into account your share of the benefits for these former, active members.

Experience

Many employers experienced a decrease in their calculated annual contribution between the 2019 actuarial valuation and this valuation. This was mainly due to actuarial gains from investment experience. Table 5 details the changes in the UAAL and the calculated annual contribution since the prior valuation.

Actuarial experience is measured by comparing the expected valuation results with the actual valuation results at the valuation date. The expected valuation results are calculated as if all of the actuarial assumptions had been met.

- A Gain/(Loss) attributable to Investment Experience is realized when the pension fund assets earn over/(under) the actuarial assumed earnings rate.
- A Gain/(Loss) attributable to Membership Changes is realized when the pension fund liabilities are less/(greater) than the actuarial assumptions predicted (e.g. higher terminations, members remaining after eligible for normal retirement benefits, members not living as long as expected). See Table 14 for a description of the actuarial assumptions.
- A Gain/(Loss) attributable to Benefit Improvements is realized when benefit level improvements have been adopted since the prior valuation.

GASB Accounting

The Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans* (Issued 6/2012), replaced the requirements under GASB Statement No. 25, *Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans* (Issued 11/1994), effective for financial statements for fiscal years beginning after June 15, 2013. GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* (Issued 6/2012), replaced GASB Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers* (Issued 11/1994), effective for fiscal years beginning after June 15, 2014. GASB Statement No. 67 was implemented in FPPA's Comprehensive Annual Financial Report beginning in fiscal year 2014. Employer reporting information for GASB Statement No. 68 is provided in a separate report.

Tables

This report includes one executive summary and up to sixteen tables.



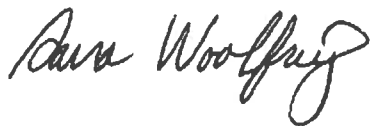
- The executive summary includes a condensed summary of the demographic, financial, and actuarial data.
- Table 1 is a comparison of the actuarial results of the report based on the current benefit provisions and the state match calculation if requested.
- Table 2 is a summary of the current benefit provisions and the state match calculation if requested.
- Table 3 provides the details of the development of the required contribution.
- Table 4 shows the actuarial present value of future benefits, broken down by membership category and type of benefit.
- Table 5 shows the sources of change in the calculated annual contribution since the prior valuation.
- Table 6 provides information that used to be required under the Governmental Accounting Standards Board Statement No. 25 (GASB 25) and No. 27 (GASB 27). These statements have been replaced by GASB 67 and GASB 68 and results under those standards will be provided in a separate report.
- Tables 7 thru 9 show the development of the financial information.
- Tables 10 and 11 show historical actuarial and demographic data for the department.
- Table 12 shows the current distribution of the membership by age and service.
- Table 13 shows the risks associated with measuring the accrued liability and actuarially determined contribution.
- Table 14 shows the actuarial assumptions and methods used to calculate the liabilities.
- Table 15 is a summary of the alternative benefit provisions requested, if any.
- Table 16 is a comparison of the actuarial results of the report based on the alternative benefit provisions requested, if any.
- Appendix provides definitions of several terms used throughout the report.

Certification

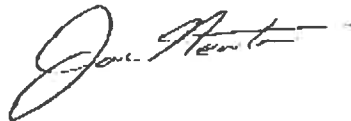
We certify that the information included herein and contained in the 2021 Actuarial Valuation Report is accurate and fairly presents the actuarial position of the Aspen Fire Protection District Volunteer Pension Fund as of January 1, 2021.

All calculations have been made in conformity with generally accepted actuarial principles and practices, and with the Actuarial Standards of Practice issued by the Actuarial Standards Board. In our opinion, the results presented comply with the requirements of the State of Colorado statutes and, where applicable, the Internal Revenue Code, ERISA, and the Statements of the Governmental Accounting Standards Board. The undersigned are independent actuaries. Mr. Newton and Mrs. Woolfrey are members of the American Academy of Actuaries, and are also Enrolled Actuaries. Both are experienced in performing valuations for public retirement systems.

Respectfully submitted,
Gabriel Roeder Smith & Company



Dana Woolfrey, FSA, EA, MAAA
Senior Consultant



Joseph Newton, FSA, EA, MAAA
Senior Consultant



Executive Summary

Item	Valuation as of January 1, 2021	Valuation as of January 1, 2019
Membership		
• Number of:		
- Active members	14	18
- Retired Members	47	47
- Disabled members	0	0
- Beneficiaries	4	3
- Terminated vested members	3	3
- Terminated members active in another fund	<u>0</u>	<u>0</u>
- Total	68	71
Assets		
• Market value	\$ 3,565,402	\$ 2,420,629
• Actuarial value	3,419,296	2,544,644
• Employer contribution for prior year	382,000	399,494
• Employer contribution for prior year minus 1	582,000	240,000
• Ratio of actuarial value to market value	96%	105%
Actuarial Information		
• Employer normal cost	\$ 15,728	\$ 20,868
• Normal cost per active member	1,123	1,159
• Unfunded actuarial accrued liability / (Surplus)	568,230	1,411,899
• Calculated annual contribution	37,952	122,174
• Assumed contribution from department	500,000	582,000
• Assumed contribution from state	40,000	40,000
• Funding period based on assumed contributions	2 years	3 years
• Funded ratio	86%	64%
• Funded ratio based on market value	89%	61%
• Is current level of contributions adequate	Yes	Yes



Table 1 - Comparison of Actuarial Results Based on Alternate Benefit Levels

	<u>Current Plan</u> (1)	<u>State Match Calc</u> (2)
1. Normal Retirement Benefit	\$ 600.00	\$ 300.00
2. Normal Cost	15,728	8,352
3. Present Value of Future Benefits	4,046,323	1,951,089
4. Actuarial Accrued Liability	3,987,526	1,919,623
5. Unfunded Accrued Liability / (Surplus)	568,230	(1,499,673)
6. Administrative and other ongoing expenses	14,683	14,683
7. Total Annual Calculated Contribution	37,952	(177,216)
8. Assumed Contribution	540,000	540,000
9. Funding Period Based on Assumed Contribution	2 years	0 years
10. Funded Ratio	86%	178%



Table 2 - Actuarial Valuation Information Checklist

	Current Plan	State Match Calc	Maximum Per State Statute
1. Normal Retirement Benefit (monthly):			
a. Regular	\$600.00	\$300.00	None
b. Extended Service Amount Per Year of Service	\$30.00	\$0.00	5% of Regular, for 10 Additional years
2. Vested Retirement Benefit (monthly):			
a. With 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$30.00	\$15.00	Pro rata Share of Regular
b. Minimum Vesting Years	10	10	20 Years
3. Disability Retirement Benefit (monthly):			
a. Short Term Disability for line of duty injury Amount payable for not more than 1 year	\$0.00	\$150.00	½ of Regular or \$225, whichever is greater
b. Long Term Disability for line of duty injury Lifetime Benefit	\$0.00	\$300.00	Regular or \$450 whichever is greater
4. Survivor Benefits (monthly):			
a. Following Death before Retirement Eligible; Due to death in the line of duty as a volunteer firefighter	\$0.00	\$150.00	½ of Regular or \$225, whichever is greater
b. Following Death after Normal Retirement	\$300.00	\$150.00	50% of Regular
c. Following Death after Normal Retirement with Extended Service Amount Per Year of Service	\$0.00	\$0.00	50% of Extended
d. Following Death after Vested Retirement with 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$15.00	\$7.50	50% of Vested
e. Following Death after Disability Retirement	\$0.00	\$150.00	50% of Long Term
f. Optional Survivor Benefits in lieu of 4a-e Following Death before or after Retirement Eligible due to death on or off duty as a volunteer firefighter (Purchase of Life Insurance Required)	\$0.00	\$0.00	100% of Regular
5. Funeral Benefit (Required Benefit):			
a. Funeral Benefit Lump Sum, one time only	\$500.00	\$100.00	2 times Regular

Note: The plan is closed to new members.



Table 3 - Development of Annual Required Contribution

	Valuation as of 01/01/2021 <u>(1)</u>	Valuation as of 01/01/2019 <u>(2)</u>
1. Total normal cost	\$ 15,728	\$ 20,868
2. Actuarial accrued liability for active members		
a. Present value of future benefits for active members	\$ 891,423	\$ 855,924
b. Less: present value of future normal costs	<u>(58,797)</u>	<u>(92,312)</u>
c. Actuarial accrued liability	\$ 832,626	\$ 763,612
3. Total actuarial accrued liability for:		
a. Retirees and beneficiaries members	\$ 3,007,127	\$ 3,064,644
b. Inactive members	147,773	128,287
c. Active members (Item 2c)	<u>832,626</u>	<u>763,612</u>
d. Total	\$ 3,987,526	\$ 3,956,543
4. Actuarial value of assets	\$ 3,419,296	\$ 2,544,644
5. Unfunded actuarial accrued liability / (Surplus) (Item 3 - Item 4)	\$ 568,230	\$ 1,411,899
6. Funded Ratio*	86%	64%
7. Required Payment to amortize the UAAL over the next 20 years	\$ 7,541	\$ 84,761
8. Administrative and other ongoing expenses	\$ 14,683	\$ 16,545
9. Calculated annual contribution (Item 1 + Item 7 + Item 8)	\$ 37,952	\$ 122,174
10. Assumed contribution		
a. Budgeted department contribution	\$ 500,000	\$ 582,000
b. Expected state funding	<u>40,000</u>	<u>40,000</u>
c. Total assumed contribution	\$ 540,000	\$ 622,000
11. Funding period based on assumed contribution	2 years	3 years

* The funded status measure may be appropriate for assessing the need for future contributions. The funded status is not appropriate for assessing the sufficiency of plan assets to cover the estimated cost of settling the plan's benefit obligations.



Table 4 - Actuarial Present Value of Future Benefits

	Valuation as of 01/01/2021 <u>(1)</u>	Valuation as of 01/01/2019 <u>(2)</u>
1. Active members		
a. Retirement benefits	\$ 660,385	\$ 562,552
b. Vested retirement benefits	231,017	293,344
c. Death benefits	21	28
d. Disability benefits	0	0
e. Total	<u>\$ 891,423</u>	<u>\$ 855,924</u>
2. Retired members		
a. Service retirements	\$ 2,919,603	\$ 2,987,729
b. Disability retirements	0	0
c. Beneficiaries	87,524	76,915
d. Total	<u>\$ 3,007,127</u>	<u>\$ 3,064,644</u>
3. Terminated vested members*	\$ 147,773	\$ 128,287
4. Total actuarial present value of future benefits	\$ 4,046,323	\$ 4,048,855

* Includes members active in another fund that have 'portable benefits' per the Colorado statutory requirements, if applicable.



Table 5 - Actuarial Experience

Change in UAAL

1. Unfunded actuarial accrued liability (UAAL) as of January 1 of prior valuation year		\$	1,411,899
2. Total normal cost and administrative expenses for FY2019 & FY2020			71,102
3. Contributions during FY2019			(622,000)
4. Contributions during FY2020			(422,000)
5. Interest at 7.00%			128,153
6. Expected UAAL as of this valuation (1. + 2. + 3. + 4. + 5.)		\$	567,154
7. Actual UAAL at end of period		\$	568,230
8. Actuarial gain/(loss) for the period (6. - 7.)		\$	(1,076)
<u>SOURCE OF GAINS/(LOSSES)</u>			
9. Asset gain/(loss)		\$	43,170
10. Benefit changes			0
11. Assumption changes			0
12. Net liability gain/(loss) for the period (8. - 9. - 10. - 11.)		\$	(44,246)

Change in Calculated Annual Contribution

1. Calculated annual contribution 2019		\$	122,174
2. Expected changes (Contributions, Interest, etc)	\$		(78,691)
3. Benefit changes			0
4. Assumption/method changes			0
5. Investment experience			(4,323)
6. Change in normal cost			(5,140)
7. Other experience			3,932
8. Total change	\$		(84,222)
9. Calculated annual contribution 2021		\$	37,952



Table 6 - History of Employer Contributions

The "Annual Required Contribution" (ARC) is the sum of the normal cost and the amortization of the UAAL. This is a historical standardized measure that was previously calculated in accordance with Statements No. 25 and No. 27 of the Governmental Accounting Standards Board (GASB).

The following exhibit shows a history of the ARC and the actual contributions made to the Plan.

Fiscal Year Ending (1)	Annual Required Contribution* (2)	Actual Contribution (3)	Percent (4)
December 31, 2015	\$ 180,000	\$ 180,000	100%
December 31, 2016	\$ 393,500	\$ 393,500	100%
December 31, 2017	\$ 280,000	\$ 280,000	100%
December 31, 2018	\$ 439,494	\$ 439,494	100%
December 31, 2019	\$ 622,000	\$ 622,000	100%
December 31, 2020	\$ 422,000	\$ 422,000	100%
December 31, 2021	\$ 540,000	N/A	

* Based on the greater of the actual/assumed contribution and the calculated contribution. If the actual contributions are different, this exhibit will need to be adjusted.



Table 7 - Reconciliation of Net Plan Assets

	Year Ending	
	12/31/2020 (1)	12/31/2019 (2)
1. Market value of assets at beginning of year	\$ 3,070,173	\$ 2,420,629
2. Revenue for the year		
a. Plan direct inflows		
i. Employer contributions	\$ 382,000	\$ 582,000
ii. State funding	40,000	40,000
iii. Affiliations	0	0
iv. Plan directed expenses	0	0
v. Total	\$ 422,000	\$ 622,000
b. Allocated income		
i. Interest	\$ 9,729	\$ 11,769
ii. Dividends	15,136	15,793
iii. Other income	11,732	9,580
iv. Net change accrued income	(1,001)	515
v. Unrealized gain/(loss)	239,287	109,901
vi. Realized gain/(loss)	129,868	211,707
vii. Total	\$ 404,751	\$ 359,265
c. Total Revenue (Item 2a + Item 2b)	\$ 826,751	\$ 981,265
3. Expenditures for the year		
a. Net benefits	\$ 294,834	\$ 294,480
b. Allocated expense		
i. Investment expenses	\$ 23,503	\$ 21,060
ii. Direct expense allocation	469	1,379
iii. Allocated fees and expenses	12,716	14,802
iv. Total allocated expenditures	\$ 36,688	\$ 37,241
4. Increase/(Decrease) in net assets (Item 2c - Item 3a - Item 3b)	\$ 495,229	\$ 649,544
5. Market value of assets at end of year (Item 1 + Item 4)	\$ 3,565,402	\$ 3,070,173



Table 8 - Development of Actuarial Value of Assets

	Year Ending	
	12/31/2020 (1)	12/31/2019 (2)
1. Actuarial value of assets at beginning of year	\$ 3,050,039	\$ 2,544,644
2. Cash flow for the year		
a. Contributions	\$ 382,000	\$ 582,000
b. State funding	40,000	40,000
c. Affiliation contributions	0	0
d. Net benefits	(294,834)	(294,480)
e. Administrative and other ongoing expenses	(13,185)	(16,181)
f. Net cash flow	\$ 113,981	\$ 311,339
3. Expected investment earnings	\$ 217,492	\$ 189,022
4. Expected actuarial value of assets at end of year	\$ 3,381,512	\$ 3,045,005
5. Actual market value of assets at end of year	\$ 3,565,402	\$ 3,070,173
6. Excess earnings/(shortfall)	\$ 183,890	\$ 25,168
7. Excess earnings/(shortfall) recognized (Table 9, Item 6)	\$ 37,784	\$ 5,034
8. Final actuarial value of assets (Item 4 + Item 7)	\$ 3,419,296	\$ 3,050,039



Table 9 - Development of Amounts to be Recognized in the Actuarial Value of Assets

	Year Ending	
	12/31/2020	12/31/2019
	(1)	(2)
1. Remaining deferrals of excess (shortfall) of investment income from prior years		
a. Current year - 4	\$ 0	\$ 0
b. Current year - 3	0	0
c. Current year - 2	0	0
d. Current year - 1	20,134	(124,015)
e. Total	<u>\$ 20,134</u>	<u>\$ (124,015)</u>
2. Current year (Table 8, Item 6 - Table 9, Item 1)	\$ 163,756	\$ 149,183
3. Amounts to be immediately recognized due to an offsetting experience		
a. Current year - 4	\$ 0	\$ 0
b. Current year - 3	0	0
c. Current year - 2	0	0
d. Current year - 1	0	124,015
e. Current year	0	(124,015)
f. Total	<u>\$ 0</u>	<u>\$ 0</u>
4. Remaining prior year deferrals		
a. Current year - 4	\$ 0	\$ 0
b. Current year - 3	0	0
c. Current year - 2	0	0
d. Current year - 1	20,134	0
e. Current year	163,756	25,168
f. Total	<u>\$ 183,890</u>	<u>\$ 25,168</u>
5. Deferral of excess (shortfall) of investment income for:		
a. Current year - 4	\$ 0	\$ 0
b. Current year - 3	0	0
c. Current year - 2	0	0
d. Current year - 1	15,101	0
e. Current year	131,005	20,134
f. Total	<u>\$ 146,106</u>	<u>\$ 20,134</u>
6. Total amount recognized in actuarial value of assets (Item 3.f + Item 4.f. - Item 5.f.)	\$ 37,784	\$ 5,034



Table 10 - Historical Summary

	Valuation as of 01/01/2021	Valuation as of 01/01/2019	Valuation as of 01/01/2017
	(1)	(2)	(3)
1. Member Data			
a. Active Members	14	18	23
b. Retired Members	47	47	45
c. Disabled Members	0	0	0
d. Beneficiaries	4	3	5
e. Terminated Vested Members	3	3	4
f. Terminated Members Active in Another Fund	0	0	0
g. Total Members	<u>68</u>	<u>71</u>	<u>77</u>
h. Average Age – Actives Only	46.6	44.2	41.3
i. Average Service – Actives Only	14.3	10.8	7.7
2. Financial Data			
a. Market Value of Assets	\$ 3,565,402	\$ 2,420,629	\$ 2,035,685
b. Actuarial Value of Assets	\$ 3,419,296	\$ 2,544,644	\$ 2,133,263
3. Actuarial Data			
a. Accrued Liability	\$ 3,987,526	\$ 3,956,543	\$ 3,735,243
b. Unfunded Accrued Liability / (Surplus)	\$ 568,230	\$ 1,411,899	\$ 1,601,980
c. Normal Cost			
i. Total Amount	\$ 15,728	\$ 20,868	\$ 25,898
ii. Amount per Active Member	1,123	1,159	1,126
d. Amortization Contribution			
i. Total Amount	\$ 7,541	\$ 84,761	\$ 151,806
ii. Amount per Active Member	539	4,709	6,600
e. Administrative and Ongoing Expenses			
i. Total Amount	\$ 14,683	\$ 16,545	\$ 4,093
ii. Amount per Active Member	1,049	919	178
f. Calculated Annual Contribution			
i. Total Amount	\$ 37,952	\$ 122,174	\$ 181,797
ii. Amount per Active Member	2,711	6,787	7,904



Table 11 - Membership Data

	01/01/2021	01/01/2019	01/01/2017
	(1)	(2)	(3)
1. Active members			
a. Number	14	18	23
b. Average age	46.6	44.2	41.3
c. Average service	14.3	10.8	7.7
2. Service retirees			
a. Number	47	47	45
b. Total annual benefits	\$ 285,840	\$ 283,680	\$ 271,080
c. Average annual benefit	\$ 6,082	\$ 6,036	\$ 6,024
d. Average age	67.0	65.5	63.9
3. Disabled retirees			
a. Number	0	0	0
b. Total annual benefits	\$ 0	\$ 0	\$ 0
c. Average annual benefit	\$ 0	\$ 0	\$ 0
d. Average age			
4. Beneficiaries and spouses			
a. Number	4	3	5
b. Total annual benefits	\$ 12,240	\$ 10,800	\$ 17,640
c. Average annual benefit	\$ 3,060	\$ 3,600	\$ 3,528
d. Average age	78.0	80.0	82.8
5. Terminated vested members			
a. Number	3	3	4
b. Average age	46.0	44.0	44.0
6. Terminated members active in another fund	0	0	0
7. Total number of members	68	71	77



Table 12 - Distribution of Membership by Age and Service

Attained Age	Years of Service to Valuation Date						Total
	0-4	5-9	10-14	15-19	20-24	25-29	
Under 20							0
20-29							0
30-39		2					2
40-49		2	2	1	3		8
50-59		1	1	1		1	4
Over 60							0
Totals	0	5	3	2	3	1	14

Age	Retirees			Disabled Members			Beneficiaries			All											
	Number	Average Monthly Pension	(2)	Number	Average Monthly Pension	(4)	Number	Average Monthly Pension	(5)	Number	Average Monthly Pension	(6)	Number	Average Monthly Pension	(7)	Number	Average Monthly Pension	(8)	Number	Average Monthly Pension	(9)
Less than 50	0	\$0		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0		0	\$0	
50-59	13	475		0	0		0	0		0	0		0	0		13	475		13	475	
60-69	16	519		0	0		0	0		1	120		17	496		17	496		17	496	
70-79	14	495		0	0		0	0		2	300		16	471		16	471		16	471	
Greater than 80	4	600		0	0		0	0		1	300		5	540		5	540		5	540	
All	47	\$ 507		0	\$ 0		4	\$ 255		4	\$ 255		51	\$ 487		51	\$ 487		51	\$ 487	



Table 13 - Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution

The determination of the accrued liability requires the use of assumptions regarding future economic and demographic experience. Risk measures, as illustrated in this report, are intended to aid in the understanding of the effects of future experience differing from the assumptions used in the course of the actuarial valuation. Risk measures may also help with illustrating the potential volatility in the accrued liability that results from the differences between actual experience and the actuarial assumptions.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions due to changing conditions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period, or additional cost or contribution requirements based on the plan's funded status); and changes in plan provisions or applicable law. The scope of an actuarial valuation does not include an analysis of the potential range of such future measurements.

Examples of risk that may reasonably be anticipated to significantly affect the plan's future financial condition include:

1. Investment risk – actual investment returns may differ from the expected returns;
2. Asset/Liability mismatch – changes in asset values may not match changes in liabilities, thereby altering the gap between the accrued liability and assets and consequently altering the funded status and contribution requirements;
3. Contribution risk – actual contributions may differ from expected future contributions. For example, actual contributions may not be made in accordance with the plan's funding policy or material changes may occur in the anticipated number of covered employees or other relevant contribution base;
4. Longevity risk – members may live longer or shorter than expected and receive pensions for a period of time other than assumed;
5. Other demographic risks – members may terminate, retire or become disabled at times or with benefits other than assumed resulting in actual future accrued liability and contributions differing from expected.

The effects of certain trends in experience can generally be anticipated. For example if the investment return since the most recent actuarial valuation is less (or more) than the assumed rate, the cost of the plan can be expected to increase (or decrease). Likewise if longevity is improving (or worsening), increases (or decreases) in cost can be anticipated.



Table 13 - Risks Associated with Measuring the Accrued Liability and Actuarially Determined Contribution (Continued)

Plan Maturity Measures

Risks facing a pension plan evolve over time. A young plan with virtually no investments and paying few benefits may experience little investment risk. An older plan with a large number of retirees and beneficiaries and a significant trust may be much more exposed to investment risk. Generally accepted plan maturity measures include the following:

	<u>01/01/2021</u>	<u>01/01/2019</u>	<u>01/01/2017</u>
Ratio of actives to retirees and beneficiaries	0.3	0.4	0.5
Ratio of net cash flows to market value of assets	3%	5%	5%
Duration of the actuarial accrued liability	10.1	10.5	10.4

Ratio of Actives to Retirees and Beneficiaries

A ratio of actives to retirees and beneficiaries less than 1 typically indicates an older plan.

Ratio of Net Cash Flow to Market Value of Assets

A positive net cash flow means contributions exceed benefits and expenses. A negative cash flow means existing funds are being used to make payments. A certain amount of negative net cash flow is generally expected to occur when benefits are prefunded through a qualified trust. Large negative net cash flows as a percent of assets may indicate a super-mature plan or a need for additional contributions (see Table 8).

Duration of Actuarial Accrued Liability

The duration of the actuarial accrued liability may be used to approximate the sensitivity to a 1% change in the assumed rate of return. For example, duration of 10 indicates that the liability would increase approximately 10% if the assumed rate of return were lowered 1%.

Additional Risk Assessment

Additional risk assessment is outside the scope of the annual actuarial valuation. Additional assessment may include scenario tests, sensitivity tests, stochastic modeling, stress tests, and a comparison of the present value of accrued benefits at low-risk discount rates with the actuarial accrued liability.



Table 14 - Summary for Actuarial Assumptions, Methods, and Changes (Continued)

d) Withdrawal (any reason other than retirement, death, or disability)

Annual Rate Per 1,000 Withdrawals			
Service	Rates	Service	Rates
1	182.37	11	83.96
2	169.99	12	77.23
3	158.17	13	71.06
4	146.92	14	65.45
5	136.21	15	60.41
6	126.12	16	55.94
7	116.56	17	52.02
8	107.56	18	48.68
9	99.13	19	45.89
10	91.27		

Twenty percent (20%) of members age 50 and eligible for a terminated vested benefit which would commence immediately are assumed to withdraw each year.

3. Post-Retirement Mortality

a) Healthy Retirees and Beneficiaries

2006 central rates from the RP-2014 Annuitant Mortality Tables for males and females projected to 2018 using the MP-2017 projection scales, and then projected prospectively using the ultimate rates of the scale for all years.

Age	Annual Rate Per 1,000 (for 2021)	
	Males	Females
50	3.938	2.654
55	5.649	3.733
60	7.925	5.581
65	11.352	8.240
70	16.833	12.741
75	26.878	20.925
80	45.392	35.814



Table 14 - Summary for Actuarial Assumptions, Methods, and Changes (Continued)

7. Actuarial Cost Method

Under the entry age actuarial cost method, the Normal Cost is computed as the level dollar amount which, if paid from the earliest time each member would have been eligible to join the plan if it then existed (thus, entry age) until his retirement or termination, would accumulate with interest at the rate assumed in the valuation to a fund sufficient to pay all benefits under the plan. The normal cost for the plan is determined by summing the normal cost of all members.

The Actuarial Accrued Liability under this method at any point in time is the theoretical amount of the fund that should have been accumulated had annual contributions been made in prior years equaling to the normal cost. The Unfunded Actuarial Accrued Liability/(Surplus) is the excess of the actuarial accrued liability over the actuarial value of the plan assets as of the valuation date.

The contribution requirements determined by this valuation will not be effective until one year later, and the determination of the calculated annual contribution reflects this deferral by amortizing the expected Unfunded Actuarial Accrued Liability/(Surplus) one year after the valuation date. It is assumed that there will be no change in the normal cost due to the deferral, and it is assumed that payments are made in the middle of the year.

Under this method, experience gains and losses (i.e. decreases or increases in accrued liabilities), attributable to deviations in experience from the actuarial assumptions, adjust the unfunded actuarial accrued liability.

8. Asset Valuation Method

The asset valuation method is based on a comparison of expected and actual asset values. The actuarial value of assets is equal to the market value of assets less a five-year phase in of the Excess (Shortfall) between expected investment return and actual income determined as follows:

- At the beginning of each plan year, an expected actuarial asset value is calculated as the sum of the previous year's actuarial value increased with a year's interest at the Plan valuation rate plus net cash flow (excluding expenses) adjusted for interest (at the same rate) to the end of the previous plan year.
- The difference between the expected actuarial value and the actual market value is the investment gain or loss for the previous plan year.
- If the current year's difference is the opposite sign of any of the prior years' deferred Excesses/(Shortfalls), then the prior years' bases (starting with the oldest) are reduced dollar for dollar along with the current year's base. Any remaining bases are then recognized over five years (20% per year) from their initial creation.



Table 15 - Actuarial Valuation Information Checklist

	Current Plan	Proposed Plan A	Proposed Plan B	Proposed Plan C	Maximum Per State Statute
1. Normal Retirement Benefit (monthly):					
a. Regular	\$600.00	\$650.00	\$700.00	\$750.00	None
b. Extended Service Amount Per Year of Service	\$30.00	\$32.50	\$35.00	\$37.50	5% of Regular, for 10 Additional years
2. Vested Retirement Benefit (monthly):					
a. With 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$30.00	\$32.50	\$35.00	\$37.50	Pro rata Share of Regular 20 Years
b. Minimum Vesting Years	10	10	10	10	
3. Disability Retirement Benefit (monthly):					
a. Short Term Disability for line of duty injury Amount payable for not more than 1 year	\$0.00	\$0.00	\$0.00	\$0.00	½ of Regular or \$225, whichever is greater
b. Long Term Disability for line of duty injury Lifetime Benefit	\$0.00	\$0.00	\$0.00	\$0.00	Regular or \$450 whichever is greater
4. Survivor Benefit (monthly):					
a. Following Death before Retirement Eligible; Due to death in the line of duty as a volunteer firefighter	\$0.00	\$0.00	\$0.00	\$0.00	½ of Regular or \$225, whichever is greater
b. Following Death after Normal Retirement	\$300.00	\$325.00	\$350.00	\$375.00	50% of Regular
c. Following Death after Normal Retirement with Extended Service Amount Per Year of Service	\$0.00	\$0.00	\$0.00	\$0.00	50% of Extended
d. Following Death after Vested Retirement with 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$15.00	\$16.25	\$17.50	\$18.75	50% of Vested
e. Following Death after Disability Retirement	\$0.00	\$0.00	\$0.00	\$0.00	50% of Long Term
f. Optional Survivor Benefits in lieu of 4a-e Following Death before or after Retirement Eligible due to death on or off duty as a volunteer firefighter (Purchase of Life Insurance Required)	\$0.00	\$0.00	\$0.00	\$0.00	100% of Regular
5. Funeral Benefit (Required Benefit):					
a. Funeral Benefit Lump Sum, one time only	\$500.00	\$500.00	\$500.00	\$500.00	2 times Regular



Table 16 - Comparison of Actuarial Results Based on Alternate Benefit Levels

	Current Plan (1)	Plan A (2)	Plan B (3)	Plan C (4)
1. Normal Retirement Benefit	\$ 600.00	\$ 650.00	\$ 700.00	\$ 750.00
2. Normal Cost	15,728	17,038	18,351	19,658
3. Present Value of Future Benefits	4,046,323	4,382,771	4,719,223	5,055,674
4. Actuarial Accrued Liability	3,987,526	4,319,079	4,650,625	4,982,190
5. Unfunded Accrued Liability / (Surplus)	568,230	899,783	1,231,329	1,562,894
6. Administrative and other ongoing expenses	14,683	14,683	14,683	14,683
7. Total Annual Calculated Contribution*	37,952	72,591	107,232	141,868
8. Assumed Contribution	540,000	540,000	540,000	540,000
9. Funding Period Based on Assumed Contribution	2 years	2 years	3 years	4 years
10. Funded Ratio	86%	79%	74%	69%

* Under Colorado statute, a benefit improvement is allowable only if the department commits to contribution levels at or above this amount for the next 20 years. However, this metric considers only whether current contribution levels are sufficient to amortize or pay off the unfunded liability within the stated amortization period, assuming all actuarial assumptions are met. In considering implementing a benefit improvement, this metric should be one of many considerations. Other considerations include, but are not limited to:

- The current funded status of the plan,
- Expectations regarding future membership in the plan,
- The department's ability to sustain current contribution levels for 20 or more years, and
- The department's ability to withstand adverse experience (potentially higher contribution levels), if actuarial assumptions are not met.



Table 16 - Comparison of Actuarial Results Based on Alternate Benefit Levels (Continued)

Note: Any changes to the Current Plan benefits will impact the employer's annual financial statements reports per Governmental Accounting Standards Board Statement No. 68 (GASB 68). Employers will report the change in benefits (improvements or reductions in benefits) within the total pension liability as pension expense in the year they occur (in other words, immediately). For example, if Aspen were to adopt Plan A above, the Net Pension Liability and Pension Expense would increase by at least \$331,553 (the difference in row 4 between Plan A and the Current Plan). This amount could be larger depending on whether the Single Discount Rate used under GASB 68 for your Plan is different than the valuation's investment return assumption of 7.0%. If you have questions regarding GASB 68, you will find information at www.FPPAco.org/GASB/Overview.html or contact your auditor.



Appendix - Definition of Terms

1. Actuarial Cost Method

A method for determining the actuarial present value of future benefits and allocating such value to time periods in the form of a normal cost and an actuarial accrued liability.

2. Present Value of Future Benefits

This is computed by projecting the total future benefit cash flow from the Plan, using actuarial assumptions, and then discounting the cash flow to the valuation date.

3. Normal Cost

Computed differently under different actuarial cost methods, the normal cost generally represents the value of the portion of the participant's anticipated retirement, termination, and/or death and disability benefits accrued during a year.

4. Actuarial Accrued Liability

Computed differently under different actuarial cost methods. Generally actuarial accrued liability represents the value of the portion of the participant's anticipated retirement, termination, and/or death and disability benefits accrued as of the valuation date.

5. Entry Age Actuarial Cost Method

A method under which a participant's actuarial present value of future benefits is allocated on a level basis over the earnings of the participant between his/her entry into the Plan and his/her assumed exit.

6. Unfunded Actuarial Accrued Liability

The difference between total actuarial present value of future benefits over the sum of the tangible assets of the Plan and the actuarial present value of the members' future normal costs. The Plan is underfunded if the difference is positive and overfunded if the difference is negative.

7. Actuarial Value of Assets

The value of cash, investments, and other property belonging to the Plan, as valued by the actuary for purposes of the actuarial valuation.

8. Actuarial Gain or Loss

From one valuation to the next, if the experience of the plan differs from that anticipated by the actuarial assumptions, an actuarial gain or loss occurs. For example, an actuarial gain would occur if the assets in the trust had a yield of 12% based on actuarial value, while the assumed yield on the actuarial value of assets was 7.00%.



EMPLOYMENT AGREEMENT

THIS AGREEMENT is made and entered into between the Aspen Fire Protection District (hereinafter "Employer" or the "District"), and Rick Balentine (hereinafter "Employee") this ____ day of _____ 2021.

RECITALS

- A. Employer is a Fire District and is desirous of continuing the appointment of Employee to serve as Fire Chief; and
- B. Employee is qualified to serve as Fire Chief and has served in that capacity since 2014. Employee desires to enter into this Agreement on the terms and conditions hereinafter set forth.
- C. For and in consideration of the mutual promises and covenants contained herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

SECTION I

EMPLOYMENT

- A. Employer hereby agrees to employ Employee as Fire Chief and Employee hereby accepts and agrees to such employment, subject to the general supervision and pursuant to the orders, advice and direction of Employer.
- B. Employee's employment as Fire Chief under this Agreement shall commence effective on January 1, 2022. Employee shall perform all duties required of the Fire Chief, and as requested by the District. Employee shall also be responsible for performance of duties set forth in Section II below and such other legally permissible and proper duties and functions as may be assigned from time to time.
- C. Employment of the Employee shall be at the will of the District. Employee may be suspended or removed from office upon a majority vote of all the Board of the District, subject to the terms and conditions of this Agreement. Employee shall report directly to the District Board.

SECTION II

DUTIES

- A. Plan, supervise, and participate in all activities and operations of the Fire District including fire suppression, pre-fire planning, fire prevention, fire investigation and volunteer fire service.
- B. Perform public relations duties, including developing and maintaining a collaborative relationship with the public and public safety agencies, community

groups, etc.; act as an information liaison to the public regarding public safety issues, AFPD policies, procedures, and services: represent AFPD at local, regional, and national functions as needed and approved by the Board from time to time.

- C. Coordinate, where necessary or appropriate, intergovernmental agreements with other agencies and departments.
- D. Create annual budgets for approval by the AFPD Board, administer approved budget, monitor and update annual budgets, and manage the property tax and other revenue for the AFPD.
- E. Direct the development and implementation of goals, objectives, standard operating guidelines, policies and procedures, and Personnel Manual for all divisions and departments.
- F. Monitor and evaluate the efficiency and effectiveness of service delivery, personnel workloads and productivity; identify opportunities for improvement.
- G. Hire, train, motivate and evaluate AFPD personnel: work with personnel to correct deficiencies: discipline, coach/counsel and terminate personnel as appropriate; prepare and present annual performance reviews.
- H. Act as the primary liaison between the Board and the AFPD volunteers.
- I. Work directly with and be accountable to the AFPD Board of Directors regarding all AFPD business.
- J. Participate and moderate Board appointed special committees.
- K. Oversee the management of fire suppression, emergency rescue, hazardous materials, and emergency medical services; fire prevention and public education, code development and enforcement.
- L. Oversee elections for the District as required by law.
- M. Within the budget approved by the Board and within limits established by the Board, responsible for the purchase, upgrade, usage, maintenance and security of District equipment, apparatus, facilities, and other real and personal property.
- N. Monitor the laws of the State of Colorado to ensure compliance by the AFPD.

SECTION III

TERM OF EMPLOYMENT

The term of this Agreement shall be for twelve (12) months from January 1, 2022 to December 31, 2022, subject to annual appropriation in the District's normal budget process at the salary stated in Section Four below. For the 2022 contract term Employee shall meet milestones established by the Board. The Agreement may be extended by mutual agreement of the Parties.

SECTION IV
SALARY AND BENEFITS

- A. Compensation. AFPD agrees to pay Employee for his services rendered pursuant hereto, an annual base salary of \$169,924.00 per calendar year, payable in installments at the same time as other employees of the District are paid.
- B. Benefits. Employer shall provide Employee with those health, retirement and other employment benefits offered to its full-time employees as set forth in its Personnel Manual, as such manual may be amended by the District in its discretion from time to time.
- C. Bonus. Employee shall be eligible for a bonus at the end of the contract term.
- D. Vacation. Employee to receive PTO benefits as offered to other fulltime staff as set forth in the Personnel Manual.
- E. Equipment. The District will provide and pay for a cell phone, command vehicle and laptop computer as needed and required for the Employee's use to ensure Employee availability and responsiveness on a 24/7 basis when not on vacation.

SECTION V
TERMINATION AND SEVERANCE PAY

- A. For the purpose of this provision, termination shall occur whenever the majority of the Board of Directors of the District votes to terminate Employee at a duly authorized District Board meeting.
- B. In the event Employee is terminated by Employer prior to the end of the employment term without cause or the District fails to appropriate funds to pay the Employee, and Employee is willing and able to satisfactorily perform the duties of Fire Chief at the time of termination, Employer agrees to pay Employee as severance pay and liquidated damages and in full settlement, satisfaction and release of all claims by Employee a sum equal to three (3) months of salary plus a sum equal to three (3) months of COBRA coverage comparable to the insurance benefits provided to Employee at the time of termination.
- C. Any severance payment made under the terms of this Agreement shall be paid in monthly installments or as a lump sum, at Employee's discretion.
- D. Any severance payment made under any provision of this Agreement shall be contingent on Employee's execution of a full and complete waiver and release of claims or actions arising out of Employee's employment, or termination thereof. No severance payments shall be made under this Agreement until after expiration of any statutory period of revocation to which Employee might be entitled.

- E. If Employee is terminated for cause, Employer is not obligated to pay severance under this Section. For purposes of this Agreement, "cause" means:
 - i. Employee's gross negligence or willful malfeasance of his duties and responsibilities required under this Agreement;
 - ii. Employee's conviction of a felony or crime of moral turpitude (a plea of "no contest" or acceptance of a deferred judgment or any similar arrangement concerning such an offense shall be deemed a conviction); or
 - iii. Executive's prolonged unexcused absence from employment (other than by reason of disability due to physical or mental illness).

SECTION VI

PROFESSIONAL DEVELOPMENT

Subject to such amounts as may be budgeted and appropriated by the District in its sole discretion, the District agrees to pay the registration fees, travel, and subsistence expenses of Employee for professional certifications, professional development, official travel and meetings, occasions adequate to continue the professional development of Employee and to pursue necessary official and other functions for the District as may be determined and with the prior approval by the Board on a case by case basis.

SECTION VII

ADDITIONAL PROVISIONS

- A. The text herein shall constitute the entire Agreement between the parties and supersedes all prior agreements.
- B. The Agreement is personal to each of the parties hereto and neither party may assign nor delegate and of its rights or obligations hereunder without first obtaining written consent of the other party.
- C. Any promises or covenants of the District pursuant to this Agreement requiring the payment or disbursement of any money by the District shall be subject to annual budgeting and appropriation.
- D. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- E. This Agreement shall be governed and construed in accordance with the laws of the State of Colorado.

- F. Any dispute between the parties arising out of this Agreement shall be resolved by the filing of an action in Pitkin County, the parties waiving their right to trial by jury and to appeal the determination of the trial judge other than for judicial misconduct. The prevailing party in such action shall be entitled to an award of all costs, fees and expenses, including attorneys' fees.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed by its duly authorized officer and its seal to be affixed hereto, and Employee has executed this Agreement at Aspen, Colorado, effective the day and year first written above.

EMPLOYER:
ASPEN FIRE PROTECTION DISTRICT

EMPLOYEE

By: _____
John Ward, Board President

By: _____
Rick Balentine

Address: _____



Aspen Fire Protection District Monthly Staff Report - AUGUST 2021

OPERATIONAL RESPONSE REPORT:

TOTAL CALLS FOR AUGUST	213
Fire (i.e. structure, cooking fire, dumpster, wildland)	2
Overpressure Rupture, Explosion, Overheat (No Fire) (i.e. rupture from steam, overpressure rupture from air or gas, chemical reaction, explosion, excessive heat/scorch burns)	0
Rescue & Emergency Medical (i.e. medical assist, vehicle accidents, removal from elevator, extrications, water/ice rescue)	31
Hazardous Condition (i.e. gas leak, chemical spill, electrical/wiring problem, carbon monoxide, aircraft standby, vehicle accident clean up)	16
Service Call (i.e. smoke/odor removal, assist other agency, person in distress, water problem, animal problem)	6
Good Intent Call (i.e. dispatched and cancelled enroute, authorized controlled burning, steam/vapor/dust thought to be smoke, hazmat release with no hazmat)	54
False Alarm, False Call (i.e. alarms due to malfunction, unintentional alarms, pull station alarm activated maliciously or by accident)	85
Severe Weather & Natural Disaster (i.e. flood, windstorm, lightning strike with no fire, earthquake)	0
Special Incident Type (calls mistakenly paged out, informational pages, alarm tests)	19



Aspen Fire Protection District Monthly Staff Report - AUGUST 2021

Fire Marshal Report

# Plan Reviews	# Inspections	# Site Visits	Fire Investigations
49	28	17	0

- Fire Prevention attended Children's Fair & Community Picnic
- Ben assisted with Emergency Planning & Extinguisher training at the school.
- Ben assisted Health & Human Services with Emergency Drill & Extinguisher training.
- Busy with Food & Wine Tents.

Training Report

Type of Class	# Classes	Total Class Hours	Total # Members Attended	Total Combined Member Hours
In House - Aerial Ops	1	3	4	12
In House - DO Pumping	1	2	2	4
In House - EMS	3	6	20	40
In House - Firefighter	10	18:45	39	78:30
In House - Monthly Training	1	3	8	24
In House - Tech Rescue	1	2	9	18
In House - Wildland FF	1	2	3	6
Miscellaneous	2	4	10	20
Outside Training	1	1	1	1
TOTAL	21	41:45	96	203:30

- The Training Committee is working on the Fire and EMS schedule to include topics, instructors and locations for 2022 training. Once these trainings have been sent out,



Aspen Fire Protection District Monthly Staff Report - AUGUST 2021

Captain Arthur will be building out the lesson plans and creating the training manual (strategic plan item.)

- 2022 Training Budget and SOP for training is in the works.

Wildfire Report

	# Scheduled Year-To-Date	# Completed Year-To-Date
Wildfire Risk Assessments	118	118
Wildfire Risk Map Curbside Assessments	N/A	529

- Wildfire Full Assessments are totaling 118. Casey Connor has been contracted and trained on the new software, he will be helping out with Curbsides till the end of the Fall.

Fire Danger - Currently no fire restrictions

Strategic Plan Progress Update

- Many projects have been completed ahead of schedule and many more in progress. Please see attached Strategic Plan Completions report.

Miscellaneous

New Engines:

- The engineers at Pierce identified an issue accommodating the LD intake on the front bumper, with the E-Z track hydraulic hose lines consuming additional space under the cab it requires our intake line to have a slight reduction under the wheel-well. Pierce has agreed to pump test this intake and provide us with accurate GPM flows prior to taking delivery.
- After demonstrations and quotes from four different extrication tool companies, the engine committee has made a decision and is moving forward with the purchase of Amkus Extrication Tools. The interoperability of these extrication tools with or battery tools, along with price, was a big part of this decision.
- We are still finalizing dates for our mid-construction visit with Pierce.



Aspen Fire Protection District

Monthly Staff Report - AUGUST 2021

Recruiting:

- We are actively recruiting volunteers for the 2022 class. Applications can be found on our website, deadline for applications is September 17th, and we currently have 18 applicants.
- The goal is to review applications, interview and outline expectations by the end of September. Once we have completed the interview process, we will start the on-boarding process (background checks, physicals, etc.)
- This recruit class will be introduced to station life and work with the duty crew on taskbooks and entry level items prior to leaving for the CMC Fire Academy on January 17th, 2022. The academy consists of classroom material on Tuesday / Thursday nights and practical's on Saturdays. The last day of academy will be mid May, 2022, where candidates will have completed Firefighter I and Hazmat Awareness / Operations.

Strategic Plan Completions

Status:

Objectives	Critical	Short	Mid	Long
Identify Knowledge, Skills, & Abilities & Create Policy		12mo		Complete
Create Officer's Qualification Training Program			18mo	Complete
Review/Revise Officer Selection Program			18mo	Complete
Update Organizational Chart	3 mo			Complete
Define Chain-of-Command Structure		6mo		Complete
Develop Command Structure and COC Training Program			18mo	In progress
Review/Update Volunteer Job Descriptions		12mo		
Review/Update Career Job Descriptions		12mo		Complete
Review/Update Administrative/Prevention Job Descriptions		12mo		
Develop Evaluation/Appraisal Program for All Personnel			24mo	Complete
Update Community Outreach Education Program			18mo	
Review/Update Wildfire Mitigation Assessment Program			30mo	Complete
Revise Seasonal Staffing Program		3mo		Complete
Develop First 48 Incident Action Plan		6mo		Complete
Develop Out-of-District Response Program			24mo	
Create Firefighter Training Matrix			18mo	In Progress
Identify Firefighter Knowledge, Skills, & Abilities & Create Policy		12mo		In Progress
Develop Programs For At-Risk Groups			24mo	
Review/Revise School Education Program			24mo	
Develop Life-Safety Educational Program			24mo	
Develop Community Risk Reduction Program			24mo	
Evaluate EMS Equipment/Supplies		12mo		In progress
Evaluate EMS Response Policy			18mo	Complete
Review/Revise Internal EMS Training Program			24mo	Complete
Conduct EMS Gap Analysis			24mo	
Develop Internal EMS Team		12mo		
Develop Peer Support Program			24mo	In Progress
Develop Cancer Prevention Initiative			24mo	
Create Health and Wellness Committee			24mo	In Progress
Identify Fitness/Wellness Partners			24mo	In progress
Perform Gap Analysis for Occupational Physical Standards				36mo
Develop Annual Employee Health Screening Protocol			24mo	
Develop Functional Physical Fitness Program		12mo		In progress
Evaluate/Enhance Mental Health Program			18mo	
Develop Apparatus/Support Vehicle Replacement Criteria			24mo	In progress
Review/Revise Apparatus Truck-Check Program		12mo		Complete
Develop Maintenance Reporting Program		12mo		Complete
Identify Long-Term Maintenance Needs				60mo
Develop Facility Master Plan			24mo	
Identify Property Manager Needs for Internal Housing Project		12mo		
Develop a Small Equipment Inventory Schedule			18mo	In progress
Develop a Small Equipment Maintenance Plan			18mo	In progress
Develop an IT Inventory Schedule		12mo		
Evaluate Staffing Needs for IT Services			24mo	

Strategic Plan Completions

Status:

Objectives	Critical	Short	Mid	Long	
Evaluate Internal/External Communications Equipment Needs			24mo		
Conduct Salary Survey for All Positions		12mo			Complete
Develop Recruitment/Retention Analysis			18mo		
Consider Options for Implementing Fire Explorer Post Program		12mo			
Define Support Roles, Responsibilities, and Workflows (Administrative)			24mo		
Conduct Needs Assessment for Administration, Prevention, and Support Service			30mo		
Identify Shared Administrative Service Opportunities				60mo	
Define Operational Roles, Responsibilities, and Workflows (Operational)			24mo		Complete
Evaluate Operational Needs Based on Standards of Cover			36mo		Propose Early?
Conduct Volunteer Firefighter Optimization Study		12mo			
Evaluate Local/Regional Training Opportunities		12mo			Complete
Increase Participation in Local and Regional Incident Management Teams		6mo			Complete
Explore Service Delivery Options with Aspen Ambulance District		12mo			Complete
Evaluate Service Delivery Options				60mo	
Evaluate Regional Special Team Participation				60mo	
Review/Enhance Mutual and Auto-Aid Agreements		12mo			In Progress
Define Statutory Requirements (CPM Course?)			18mo		In Progress
Identify Community Needs/Expectations			24mo		
Identify Organizational Needs/Expectations			24mo		
Identify Available Fireground Incident Command System Models		12mo			Complete
Develop Training Program for the use of ICS			24mo		In Progress
Identify Future Organizational Needs/Expectations (ICS)				24mo	
Develop Internal Communications Plan		6mo			Complete
Develop External Communications Plan		12mo			In Progress
Establish Media Relations Protocol		12mo			In Progress
Perform Community Risk Assessment (COMBINE WITH SOC)				48mo	Propose Early?
Conduct a Standards-of-Cover Assessment (Duplicate Proposal - IMPORTANT!)				24mo	Propose Early?
Review/Revise Current SOPs/SOGs			24mo		In Progress
Develop Training Policies, Procedures, and Guidelines				36mo	In Progress
Create Training Manual				60mo	In Progress
List Advantages of Current Volunteer Organizational Structure			18mo		
List Advantages of Current Career Organizational Structure			18mo		
Define Advantages of Combination Organization Model			30mo		
Perform Cost-Benefit Analysis				36mo	



August 24, 2021

RE: Possible continuation of roof replacement project

Dear Aspen Fire Department Board of Directors,

It has come to our attention that there may be a possibility of Umbrella Roofing, Inc. continuing as the contractor to complete the roof replacement project at the Aspen Fire Station #62, located at 43 Sage Way, Aspen, CO 81611.

Following is the situation as it stands, in our opinion:

Umbrella Roofing, Inc. stands behind the roof having a 25-year manufacturer's warranty (from Firestone), delivered to Aspen Fire Department on May 25th, 2021.

Umbrella Roofing, Inc. will address the three specific concerns of the recent report by Ascent Building Consulting, none of which warrant replacement of the new, fully warranted roof.

In regards to the roof inspection report we took issue with the following:

- The warranty, which was already in place, was not included in the reviewed documents.
- In regards to curb height of the parapet walls needing to be 8" he is incorrect. You would need to raise the height of 99.9% of the buildings with flat roofs in Aspen if this were true.
- In regards to not needing DensDeck to create a Class A roof assembly over a steel deck he is correct, however Aspen and Pitkin Co have required this for years no matter the roof deck.
- The drainage problems he refers to are due to either a clogged drain or the plumber having set the drains a little too high. Either way it's any easy fix and doesn't require roof replacement.
- We think it's curious the numerous times he mentions that the roof could have been installed more economically and then recommends a more expensive roof system (with DensDeck no less) in his final paragraph.

Umbrella Roofing, Inc. no longer has material pricing held from the previous proposal. We will submit a new proposal with updated pricing for the remainder of the project.

Umbrella Roofing, Inc. would like a third party (consultant, board member, contractor) to work with us in providing daily accountability of a properly completed installation to the Aspen Fire Department.

Umbrella Roofing, Inc. would like to complete this project, and will do so with zeal if given the opportunity. We have a long history of successful similar projects as well as being a strong community member within the Roaring Fork Valley. That being said if you maintain your decision to go in another direction our offer of \$17,810 refunded to you (dated May 25th, 2021) still stands.

Sincerely,

Trevor H. Cannon
President
Umbrella Roofing, Inc.

Additional note - We also wanted to mention regarding the solar panel project it would be wise to make sure the roofer and solar contractor are in communication. Mark (with Umbrella) mentioned that the solar contractor was talking about mounts all the way to the steel deck, then having us roof around them before installing solar. The concern we have with this is two-fold – first there is a decent probability that the post down to steel will create condensation that will then drip into the building. The difference in temp between the post exposed to the weather and the post inside the insulation to the steel roof deck causes this. We have seen it happen numerous times, and of course it's the roofers fault until proven otherwise. We recommend a ballasted rack system for flat roofs, all installed after the new roof. The other danger is in order to install the posts to the deck the roof will be exposed to the weather for a much longer period of time. Whether you use Umbrella or not these are things that need to be considered.