



Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: June 14, 2022
MEETING TIME: 5:00pm

LOCATION: 420 E Hopkins

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

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

AGENDA

- I. Meeting called to order
- II. Roll Call
- III. Welcome New and Returning Board Members
- IV. Approval of Minutes
 - a) Motion to approve minutes from Regular Meeting held May 10th, 2022
- V. Public Comment
- VI. AVFD Inc.
- VII. North 40 Housing Project Update – Sebastian Wanatowicz
 - a) Project Budget Update
 - b) Project Contingency Reconciliation
 - c) Allowances Log Update
 - d) FCI Budget Reconciliation
- VIII. Wildfire Community Action Fund – Ali Hager
 - a) Project & Funding Update
 - b) Willoughby Project
 - c) Mana Mobile WCAF Fundraiser
- IX. Financials
 - a) Monthly Financial Review
- X. Board Member Comments & Action Items
 - a) Inflation Salary Adjustment
 - b) Community Risk Assessment / Standard of Cover RFP Selection
 - c) Property Management Proposal Reviews
 - d) Assignment of Board Positions

- e) Board Member Emails

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

- XII. CEO/Fire Chief & Good of District
 - a) Fire Place Housing Updates
 - b) Ukraine Gear Update

- XIII. Old Business
 - a) Aspen Village Housing
 - b) Training Center

- XIV. New Business
 - a)

Aspen Fire Protection District

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



Board of Directors Regular Meeting April 10, 2022

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

Meeting called to order by John at 5:01pm

Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Steve Wertheimer, Dave “Wabs” Walbert
- Board of Directors Absent: Michael Buglione
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Schubert, Nikki Lapin, Jan Legersky, Ali Hager, Fabrizio Brovelli, Jeff McMahan, Scott Arthur
- Public/Others: Richard Peterson, Sebastian Wanatowicz, Emily Taylor, Parker Lathrop, Paul Backes

Approval of Minutes:

**MOTION: Motion by Steve to approve minutes from: Regular meeting held April 12th, 2022.
Denis second.
Discussion: None
Vote: All approved.**

Public Comment: None

AVFD Inc.:

- Mike Haman has been elected new president. He was not present.

North 40 Housing Project Update: Sebastian Wanatowicz

- Project Budget Update: Soft costs are doing well getting through architectural and structural mechanical. There was an overage on civil with SGM. It is about \$3,000 at this point. Payout #15 was in the amount of \$894,724.25, most of this being mechanical and finishes.
- Project Allowances and Contingency Reconciliation: There is \$430,000 left in project contingency, \$187,000 in construction contingency and \$65,989 in allowance 22.
- Project updates and schedule:
 - Schedule: In terms of schedule, it is nearing completion. FCI is asked to have till July 1st to have ready for move-in date. They are working on punch lists for finishes on buildings two and three and moving forward on insulation and sheet rock on buildings one and four. It will be race to finish. The fence has been ordered. It will run behind buildings one and two. There is a lot of activity happening.
 - Battery and PV: Sebastian and Denis gave an update as to where it stands now. There will be battery backup at Aspen Village now.
- The board agreed to allow Denis to continue on with OAC meetings. Denis will report back to the board in some type of written or oral manner.
- Aspen Village Housing: Denis spoke about the tiny homes Aspen Ski Company is doing. They are about \$100,000 each. John would like to table this due to new board members coming in and for further discussion.

Paul Backes - McMahan & Associates: 2021 Audited Financial Statements

- Paul walked through the draft of the 2021 audited financial statement as presented in the board packet.

MOTION: Motion by Wabs to accept the audit with one change of the word “fund” to “project” in regards to the housing in section B2.

Discussion: None

Vote: All approved.

Wildfire Community Action Fund Project – Ali Hager

- Project and Funding Update:
 - Fundraising is currently at \$360,780.
 - The grant for the Chipper Program was accepted. A few HOA's will be identified and have the ability to clear out brush to have it chipped and hauled. There will be \$5,000 of funds used to match the grant.
 - There is a BLM grant coming up for Colorado Fuels Management and Community Fire Assistance that is due July 3rd. This has award ceiling of \$930,000 and award floor of \$5,000. The hope is to combine a number of projects that are currently on agenda into one grant.
 - Hunter Creek prescribed burn is still waiting on fire conditions. The hope is that it will happen this week. If conditions are not right, it will not happen this year.
 - Collins Creek prescribed burn was postponed to next year due to conditions.
 - Ali reviewed multiple other projects she is working on as listed in report included in the board packet.
 - Wildfire Awareness Month: There is a banner on main street. Throughout the valley there is coordinated messaging. Next week, May 18th there will be a Ready, Set, Go event from 5:00pm to 7:00pm. Multiple agencies will be present.

Financials

- Monthly Financial Review: Monthly financial reports were included in the board packet. Nikki addressed question of annual physicals as no monies have been spent under health screenings thus far this year.
- FPPA 1st Quarter 2022 Report: This was included in the board packet.

Board Comments & Action Items:

- Steve commented that this has been one of the best experiences. He has enjoyed the past two years and wishes everyone the best going forward. He noted that the district is in really good hands and great professionals working here.
- Denis mentioned he hasn't seen code adoption draft, but he will continue to work on from the City Of Aspen and that they are going to do emission resistant construction and fire sprinklers in all single family home, no matter what the size. John Peacock is the person to talk to about the training facility on landfill property. He mentioned doing a bench or flagpole in memory of Merlin at the housing project. In a past meeting there was discussion of purchasing burial plots at cemetery for volunteer firefighter that may need and finishing the headstone for WW Cornell. Denis commented that it has been eight years and it's been amazing.
- Wabs commented on the work Steve and Denis have done and thanked them for their participation, ideas and results.

MOTION: Motion by Steve to accept lightning proposal for North 40 fire station. Denis second.

Discussion: None

Vote: All approved.

Staff Report:

- Fire Marshal and Prevention: Report included in the staff report. May is busy with construction. Fire Prevention is working on getting back in the schools and tours are happening at station. The final investigation report has been released for explosion at 173 Slalom Path. A summary was included in board packet.
- Operations Overview:
 - Majority of time has been getting everyone familiar with new apparatus.
 - Nikki has started working toward her SHRM-CP certification for HR professionals.
 - Fire Place Life: Staff have been reaching out to upcoming tenants to see what things may add value while living there.
 - Incident up Castle Creek: DC Andersen gave a brief overview of the incident that happened. Down powerline sparked. Fire was contained quickly.
- Training Report:
 - Scott Arthur gave a rundown of training included in the staff report.
 - Recruit class of 2022 completed the CMC academy and had graduation. DC Andersen was present to do the commencement speech. They all passed written and practical Firefighter I. They took Hazmat written May 9th and will be moving into Emergency Medical Responder course next week, along with S130/190. They will begin working in the station starting June 1st.

CEO/Fire Chief and Good of the District:

- Fire Place Housing Updates: Staff is working the leases and the attorney has looked at it. Rick will be working on the cost vs. income worksheet and will have for the next board meeting. Currently we have (3) three-bedroom units that have not been spoken for yet and a two-bedroom unit. Aspen Police are interested.
- Pano AI: They will be providing a training coming up. Cameras are still functional, but they are not sending alerts. Rick is continuing to work with insurance companies and Pano AI to give homeowner's a break on insurance costs.
- Fundraising Opportunities: Rick spoke to multiple fundraising opportunities coming up. Contacted by Teramana, Dwayne Johnson's company. They will be bringing a food truck and station it at headquarters for three days during Food and Wine to serve first responders. It may be fundraiser for Wildfire Community Action Fund. St. Regis wants to do a fundraiser, potentially for wildfire.
- Aspen Institute will be holding wildfire meeting in Aspen sometime September.
- Rick is working with non-profit called Aspen Aid. They provided funds for freight and shipping of the turnout gear to Ukraine.

Old Business:

- Aspen Village Housing: No further discussion.
- Training Center Update: No further discussion
- Community Risk Assessment/Standard of Cover: RFP request is out. These should be available at next meeting for review.

MOTION: Motion by Denis to adjourn. Wabs second.

Vote: All approved. (John had to leave. He was not present)

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

AFPD - North 40 Housing - "Fire Place"
Monthly Budget Update - June 14, 2022

Description Scope of Work	Current Budget	Spent To Date 5/10/22	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	207,333.36	37,753.88	Increased for Type Five
Stryker/Brown - Architects	862,151.49	856,324.79	5,826.70	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	94,457.75	(4,457.75)	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	16,945.96	12,554.04	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	13,840.00	(1,440.00)	\$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 - June 14, 2022

Description Scope of Work	Current Budget	Spent To Date 5/10/22	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	30,928.23	(2,428.23)	Complete
Phone	5,000.00	5,000.00	-	Allowance
CTV	5,000.00	1,500.00	3,500.00	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	1,268.62	23,716.38	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 & KLA Fire Station Roof Solar Panel Structural Design & BLDG 4 Closets	(6,300.00)	-	(6,300.00)	

AFPD - North 40 Housing - "Fire Place"
Monthly Budget Update - June 14, 2022

Description Scope of Work	Current Budget	Spent To Date 5/10/22	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	2,851,408.86	2,252,005.15	599,403.71	
	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
PA # 8		1,007,517.75	(1,007,517.75)	Approved_10.06.21
PA # 9		1,174,010.95	(1,174,010.95)	Approved_11.04.22
PA # 10		958,823.60	(958,823.60)	Approval_12.10.21
PA # 11		585,040.40	(585,040.40)	Approval_01.11.22
PA #12		921,101.95	(921,101.95)	Approval_02.14.22
PA #13		864,518.05	(864,518.05)	Approval_03.10.22
PA #14		1,143,405.75	(1,143,405.75)	Approval_04.08.22
PA #15		894,724.25	(894,724.25)	Approval_05.23.22
PA #16		871,141.45	(871,141.45)	Approval_Pending
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]
PCCO #3	-			Approved_07.15.21
PCCO #4	-			Approved_10.18.22
PCCO #5	-			Approved_10.29.23
Construction Cost Total	14,278,702.82	11,672,814.30	2,535,631.70	
Grand Total	17,130,111.68	13,924,819.45	3,135,035.41	

Grand total 3/9/21

17,074,362.00

AFPD - North 40 Housing - "Fire Place"
Contingency Reconciliation Update - June 14, 2022

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		(6,300.00)	
KL&A Structural Engineer		-	
BG Works - MEP		(3,250.00)	
SGM		(4,457.75)	
Special Inspections			
Waterproofing special inspections		(1,440.00)	
Utilities			
Holy Cross construction cost		(2,428.23)	
Soft Cost Total	-	(72,963.22)	-
FCI Construction Budget			
FCI's GMP contract budget			
Allowance #022		26,602.00	
Change Orders			
PCCO #1		(40,378.00)	
PCCO #2		(29,878.82)	
Construction Cost Total	-	(43,654.82)	-
Grand Total	-	(116,618.04)	383,381.96

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	18,328.00	4,992.00	13,336.00
01 600003 OTH	Winter Conditions - Concrete Heat	37,840.00	18,920.00	18,519.00	401.00
01 600004 OTH	Reshoring of Concrete Deck	15,000.00	15,000.00	-	-
01 600005 OTH	Misc Metals	28,024.00	823.00	-	27,201.00
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	33,716.00	7,760.00	11,024.00
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	95,170.00	39,469.00	3,961.00
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	-	95,729.00	95,729.00	-
01 600022	Supplementary Funds - Project Credits	-	130,782.00	104,180.00	26,602.00
		1,028,362.00	863,210.00	270,649.00	347,525.00

		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	
	COR 08 - Fund SGM for Commissioning		\$ (22,500)	
	Allowance Reconciliation to Date		\$ 846,035	
				\$ 13,686,670
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		
	AL 56 - Winter Condition Allowance Reduction		\$ (18,328)	
	AL 70 - Winter Coditions April		\$ (4,992)	
				\$ 13,336
Allowance 0003	WINTER CONDITIONS - CONCRETE HEAT	\$ 37,840		
	AL 56 - Winter Condition Allowance Reduction		\$ (18,920)	
	AL 67 - Winter Conditions		\$ (18,519)	
				\$ 401
Allowance 0004	RESHORING OF CONCRETE DECK	\$ 15,000		
	AL 48 - Re-fund Shoring		\$ (15,000)	
				\$ -
Allowance 0005	MISCELLANEOUS METALS	\$ 28,024		
	AL 27 - Added Bollards		\$ (823)	
				\$ 27,201
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		
	AL 34 - Buyout		\$ (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)			
	AL 56 - Winter Condition Allowance Reduction	\$	(18,783)			
	AL 72 - Winter Conditions Stucco	\$	(7,500)			
	AL 73 - Additional Heat Trace	\$	(260)		\$	11,024
Allowance 0014	SIGNAGE	\$	2,915			
	AL 32 - Signage	\$	(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)			
	AL 36 - Snow Removal from Roof	\$	(2,105)			
	AL 39 - Snow Removal	\$	(840)			
	AL 47 - Winter Conditions FEB	\$	(21,636)			
	AL 56 - Winter Condition Allowance Reduction	\$	(49,994)			
	AL 57 - Winter Condition March	\$	(10,525)			
	AL 57 - Winter Condition April	\$	(39,469)		\$	3,961
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)	
	AL 28 - Warehouse Wood Storage	\$ (21,672)	
	AL 50 - Warehouse Wood Storage (Final)	\$ (23,322)	
	AL 51 - Un-used material escalation funds.	\$ (95,729)	
			\$ -

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	
	AL 21 - 3" Spray Foam ILO Ridgid Type V	\$ 5,104	
	AL 22 - LDI Roof Evaluation at Aspen Village and Woody Creek	\$ (4,000)	
	AL 23 - Add Vertical Bling Specification Change	\$ (2,109)	
	AL 24 - PR 04 Low Voltage Design	\$ (19,548)	
	AL 25 - Snowmelt Design Change	\$ (1,012)	
	AL 26 - Added Charging Stations	\$ (14,971)	
	AL 29 - Horizontal Blind Upgrade	\$ (1,701)	
	AL 30 - Fitness Room Flooring	\$ (181)	
	AL 31 - Metal Wall Panel VE	\$ 9,003	
	AL 34 - Steel Canopy Buyout Savings	\$ 15,255	
	AL 35 - ASI 02 - Soffit Changes	\$ (6,900)	
	AL 36 - Pressure Guages, RFI 081, RFI 77	\$ (4,405)	
	AL 37 - Additional Closet Shelves	\$ (1,350)	
	AL 39 - Low Voltage Coordination	\$ (9,426)	
	AL 40 - PR-08 Additional Lighting	\$ (4,019)	
	AL 41 - Additional Paint Colors	\$ (900)	
	AL 42 - Additional Date Connections	\$ (1,865)	
	AL 43 - Credit Flag Pole Instalation	\$ 2,925	
	AL 44 - Additional Postal Shelving	\$ (2,730)	
	AL 45 - Deleted Power Outlets	\$ 2,077	
	AL 46 - Tile ILO Showe Inserts at ADA Bathrooms	\$ (13,092)	
	AL 48 - Re-fund shoring	\$ 15,000	
	AL 51 - Un-used material escalation funds.	\$ 95,729	
	AL 52 - Brick ILO Stucco at Elevator Shaft	\$ (51,753)	

AL 54 - PR 07 Buidling #1 Loft Height Change	\$ (6,010)
AL 55 - OH Door Chain Add	\$ (956)
AL 56 - Winter Condition Allowance Reduction	\$ 106,025
AL 58 - Entry Door Tinting	\$ (2,158)
AL 62 - Area of Refuge Phone	\$ (20,692)
AL 63 - Added Corner Guards at Elevator Tower	\$ (2,631)
AL 64 - Rubber Flooring in Fitness Room	\$ (18,414)
AL 65 - Area of Refuge Phone	\$ (33,397)
AL 66 - Added LV Drop in Building 1	\$ (1,100)
AL 68 - Building 4 Bedroom Layout Changes	\$ (7,032)
AL 69 - Install Trex Fencing at Back Property Line	\$ (22,218)
COR 08 - Fund SGM for Commissioning	\$ (22,550)
AL 71 - Building 1 Additional Soffits	\$ (2,516)
AL 73 - Additional Heat Trace	\$ (2,070)
AL 74 - Additional Timber Retaining Wall	\$ (4,370)
AL 76 - Additional Heat Trace and BDA	\$ (4,416)
AL 77 - Additonal Plaza Slab Waterproofing	\$ (26,015)

\$ 26,602

Construction Contingency	\$ 387,206
BVR 01 - Permit Pricing Exercise	\$ (114,329)
BVR 02 - Waterproofing Subcontractor Defult	\$ (30,222)
BVR 03 - Millwork Adds	\$ (6,756)
BVR 04 - Damproofing	\$ (27,000)
BVR 05 - ADA Shows to Tile ILO Shower Insert	\$ (18,126)
BVR 06 - Added Freeze Protection in Building 1 & 4	\$ (3,636)
BVR 07 - Additional Site Observation	\$ (3,800)
BVR 08 - Shower Basin Demo	\$ (1,172)
BVR 09 - EPDM at Building 4 Roof	\$ (7,914)

\$ 174,251

Grand Total	\$ 14,145,202	\$ 14,208,446
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WCAF Board Meeting Update – 6/14/22

WCAF Overview - See Attached Powerpoint

Fundraising

- Gross since Oct. 2021: \$316,780
 - Two pledges
 - Department of Wonder - up to \$10k
 - Homeowner/ part of Willoughby Project – estimated \$150-200K
- Upcoming grant: BLM Colorado Fuels Management & Community Fire Assistance
 - Due July 3, 2022; Awards range between \$5,000 and \$930,000
 - Likely ask:
 - \$40,000 toward Pitkin County Roadsides
 - \$100,000 toward Willoughby Project
 - \$10,000 toward goat mitigation (TBD)

Mitigation

- Hunter Creek Prescribed Fire - May 13, 2022
 - 900 acres treated
 - Bilingual PIO
- Red Mountain County Roadsides
 - Collaborating with Pitkin County on scope & funding
 - Currently 3.5 miles of roadway/ up to ~20 acres at a maximum cost of \$80,000
- Willoughby Way & OST collaboration update: **See attached**
 - 9.5 acres - public private partnership & strategic fuel break
 - OST in agreement on strategic alignment and benefits
- Brush Creek Metro self funding comprehensive roadside mitigation
- Chipper Grant RFP released
 - 4 days of chipping in “High Risk” neighborhoods
 - Web page created for registration: aspenfire.com/chipper22

Outreach & Events

- Roaring Fork Wildfire Collaborative
 - Seeking fiscal agent & full time contractor
- Wildfire Preparedness Event: May 18, 2022
 - ~30 event attendees
 - Partners: Pitkin County EM, BLM/ USFS, Red Cross
- Mana mobile: Weekend of June 17 (Food & Wine)
 - Food truck hours: Friday June 17th - 1:00-4:30PM
 - Saturday June 18th - 11-2PM
 - Sunday June 19th - 11-2PM
- Aspen Institute in Jackson Hole: September 27, 2022



Aspen Fire Protection District

Wildfire Mitigation Initiatives

Ali Hager, Director of Community Wildfire Resilience



- 5 fire stations
- 87 square miles (~55,680 acres)
- **\$32.6 Billion** in real property value

CALL 911 FOR EMERGENCY | 24Hr EMERGENCY (970) 925-5532



ASPEN FIRE DEPARTMENT

ABOUT ▾ FIRE MARSHAL'S OFFICE ▾ EDUCATION ▾ WILDFIRE ▾ VOLUNTEER 🔍

Know Your Risk

WILDFIRE RISK MAP

Click on the link below to learn your home's wildfire risk rating.

[VIEW THE MAP - CLICK HERE](#)

Spring 202:

HUNTER CREEK

Click below to learn about the upc

[LEARN MORE](#)

[EN ESPAÑOL - QUEMAS CONTROLADAS](#)

- WILDFIRE PREVENTION >
- WILDFIRE COMMUNITY ACTION (NEW) >
- WILDFIRE EMERGENCY PREPAREDNESS >
- PRESCRIBED FIRE >
- QUEMAS CONTROLADAS
- BARK BEETLES





Rapid Smoke Detection Cameras

Pano AI uses artificial intelligence to rapidly detect smoke, triangulate its location, and communicate with first responders.



“M.A.M.A.”

Mountain Area Mutual Aid



Duck Pond Fire, 2022



Photo Credit: KOVRI CO State Patrol

Roaring Fork Wildfire Collaborative

Partners:

- City of Aspen
- Pitkin County
 - Open Space & Trails
 - Emergency Management
- Towns of Snowmass Village, Basalt, & Glenwood Springs
- Eagle, Garfield, & Gunnison counties
- Roaring Fork Fire & Rescue
- Carbondale Fire
- Glenwood Springs Fire
- US Forest Service
- Bureau of Land Management
- CO State Forest Service
- National Forest Foundation
- Fire Adapted Colorado (IACO)
- Aspen Center for Environmental Studies
- Aspen Valley Land Trust
- Wilderness Workshop
- Aspen Skiing Company & Sunlight Ski Area
- Local Cattlemen's Association
- Watershed Biodiversity Initiative
- Mid Colorado Watershed Council
- Roaring Fork Conservancy
- 10th Mountain Huts
- TriColor Radio (Spanish Language)

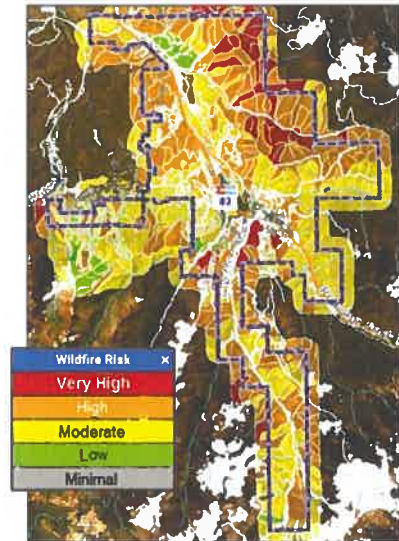
...and growing!

Mission Statement: “The Roaring Fork Wildfire Collaborative helps all people in the valley prepare for and live with wildfires. We reduce wildfire risk by identifying, prioritizing, and implementing strategic cross-boundary plans and projects aimed at creating fire resilient landscapes and communities while focusing on community engagement and inclusion.”

Homeowner Mitigation Resources

Aspen Fire provides:

- Risk Assessments
- Wildfire risk mapping
- Education & resources
- Project coordination



"Fuels Reduction," not "Clear-Cutting"

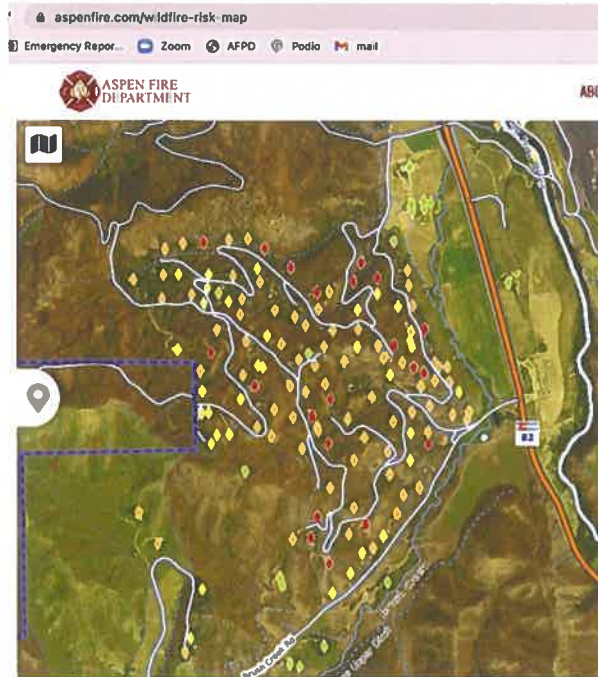
Neighborhood Fuel Reduction



Aspen Fire is here to help
with collaborative, cross-jurisdictional work.

Plans include:

- Fuel breaks in meaningful community protection areas;
- Roadside chipping program (you cut it, we chip & haul it);
- Roadside evacuation route (right of way) clearing;
- Using goats as grazers to reduce neighborhood fuels.



HOA partnerships

building design and materials, vegetation density at and around a structure, access to and from the structure and other human influenced characteristics of a property

Area Risk: High
vegetation, topography, neighboring land features

Mitigation Makes A Difference

Long Mesa Fire, 2002



El Jebel

Lake Christine Fire,
2018



LANDSCAPE TREATMENTS

Aspen Fire is facilitating

- Prescribed burns
- Cross-boundary fuels reduction planning
- Bark Beetle MCH treatments

Habitat Improvement = Fire Mitigation = Watershed Protection



Hunter Creek Prescribed Fire 2022



**900
Acres
Treated**



Funding Sources:

- Charitable contributions to Wildfire Community Action Fund
- Grants
- Project Partners

"Wildfire Community Action Fund" supports

- On-the-ground community projects;
- Community wildfire education;
- Matching funds for federal fire mitigation grant opportunities;
- Administrative support of Aspen Fire's new wildfire resilience program.

"Community resilience means **living with fire** and proactively reducing its destructive consequences."



For more info, visit AspenFire.com or contact:

Ali Hager, Director of Community Wildfire Resilience
ali.hager@aspenfire.com or (970) 452-7489

The Willoughby Way Project

A partnership between private landowners,
Pitkin County Open Space and Trails, and Aspen Fire

Prepared by Ali Hager
Director of Community Wildfire Resilience
Aspen Fire Protection District
June 7, 2022

Proposal Leads:

Ali Hager, Aspen Fire Protection District

Carly Klein & Liza Mitchell, Pitkin County Open Space & Trails

Jonathan Lowsky, Colorado Wildlife Science

Justin Nyberg, Holland & Hart, representing 1170 Willoughby Way/ "RM 7"

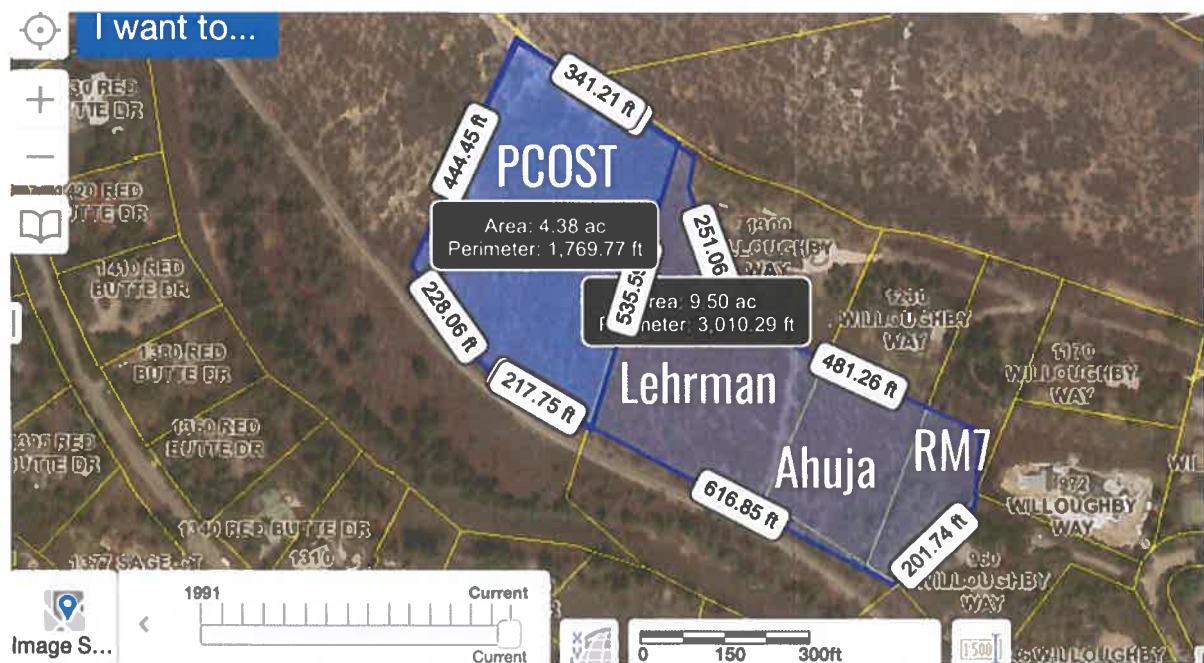
Land Parcels:

1230 Willoughby Way (Ahuja Lot)

1300 Willoughby Way (Lehrman Lot)

1170 Willoughby Way (RM 7 Lot)

Red Butte Ranch, Pitkin County Open Space and Trails



Project:

Concerned homeowners approached Aspen Fire in regard to wildfire risk on the western end of Willoughby Way. The area of concern is a south facing slope, dense with overgrown Gambel Oak brush and Serviceberry, spanning across three privately owned parcels and parts of Red Butte Ranch, a parcel managed by Pitkin County Open Space & Trails (PCOST). According to Aspen Fire's wildfire risk map, the area is rated high wildfire risk due to vegetation and topography.

After preliminary site visits and assessments, owners of three adjacent land parcels have agreed to work with PCOST and Aspen Fire in a public-private partnership to improve wildlife habitat and create a meaningful community fuel break for defense against wildfires. Selective pruning and removal of ladder fuels will achieve a mosaic style vegetation pattern across approximately 9.5 acres of publicly and privately held land. This area was also identified as a strategic wildfire defense zone, as it also grants firefighter access to the Salvation Ditch, which was identified in 2021 as a potential control feature by the Upper Colorado Interagency Fire Management Unit.

Preliminary assessments of three properties (1230 Willoughby, 1300 Willoughby, and the Red Butte Ranch) have been completed by Jason Jones of Aspen Tree Services and Jonathan Lowsky of Colorado Wildlife Sciences. Copies of these assessments are attached. Due to the slope of the area, more costly methods of fuels reduction will need to be employed. Updated assessments are needed to make final decisions on treatment areas, but preliminary assessments have been attached to demonstrate the development of this project over time.

Please note, the Red Butte Ranch PCOST parcel was initially assessed by Jason Jones of Aspen Tree Service. Since then, ecologists Jonathan Lowsky and Liza Mitchell (PCOST) have revisited the parcel and assessed that no more than 5 acres of the ~25 acre parcel require treatment for the desired outcome, as the areas most in need of treatment are adjacent to homeowner properties. Therefore, costs are expected to be a fraction of what was originally projected in the attached document.

The fourth landowner who owns 1170 Willoughby Way ("RM 7") has offered to pay for the full extent of work that will occur on private property (< 5 acres), which is expected not to exceed \$200,000.00. Via legal representative Justin Nyberg, the RM 7 owner has communicated an offer to fund the project costs to Aspen Fire Protection District (AFPD), and the District would then disburse the funds to a contractor accordingly. Nyberg is preparing a contract that commits the private landowners to this mitigation work and grants AFPD license to perform mitigation work through its contractor.

The RM 7 homeowner has already begun self-funded fuels reduction work on their own property. Aspen Fire has requested a report detailing the extent of work being performed on this lot. In addition to fuels reduction, these property owners are widening the road to create a fire



MANA MOBILE IS COMING!

JUNE 17th | 1PM - 4:30PM

JUNE 18th | 11AM - 2PM

JUNE 19th | 11AM - 2PM

**Teremana will match all donations to the
Aspen Fire Department, up to \$10,000**

BROUGHT TO YOU BY

TEREMANA

**SMALL
BATCH TEQUILA**

MUST BE 21+ | TEREMANA.COM | [@TEREMANA](https://twitter.com/TEREMANA)

Aspen Fire Protection District
Balance Sheet
 As of May 31, 2022

May 31, 22

ASSETS

Current Assets

Checking/Savings

GENERAL FUND BANK ACCTS

10100 · Alpine Bank--GF Checking	87,838.98
10401 · ColoTrust--GF General	2,420,530.96
10406 · ColoTrust--GF Emerg Reserve	302,302.74
10407 · ColoTrust--GF Operations Resrv	1,213,302.07
10409 · ColoTrust--GF FPPA	257,665.01
10545 · Grand Junction Fed Credit Union	83.65

Total GENERAL FUND BANK ACCTS	4,281,723.41
--------------------------------------	---------------------

CAPITAL ACQ. FUND BANK ACCTS

10700 · Alpine Bank--Cap Acq. Checking	7,685.07
10801 · ColoTrust--Cap Acq	625,539.75

Total CAPITAL ACQ. FUND BANK ACCTS	633,224.82
---	-------------------

HOUSING FUND BANK ACCOUNTS

10890 · Alpine Bank--Housing Checking	29,499.86
10901 · ColoTrust--Housing	1,176,252.57
10905 · ColoTrust (UMB)-Construction	3,956,010.33
10906 · ColoTrust (UMB)--Cert Principal	11.02
10907 · ColoTrust (UMB)--Cert Interest	99.31

Total HOUSING FUND BANK ACCOUNTS	5,161,873.09
---	---------------------

WILDFIRE C.A. FUND BANK ACCTS

10950 · Alpine Bank--WCAF Checking	1,952.63
10951 · ColoTrust--WCAF Reserves	231,289.21

Total WILDFIRE C.A. FUND BANK ACCTS	233,241.84
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DEBT SERVICE FUND BANK ACCTS

11201 · ColoTrust--Debt Service	1,728,645.03
---------------------------------	--------------

Total DEBT SERVICE FUND BANK ACCTS	1,728,645.03
---	---------------------

Total Checking/Savings	12,038,708.19
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Accounts Receivable

ACCOUNTS RECEIVABLE

12235 · Receivable due - Pitkin County	10,079.11
12252 · Receivable due - AFD Staff	408.32
12255 · Receivable due - Other	608.60

Total ACCOUNTS RECEIVABLE	11,096.03
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Total Accounts Receivable	11,096.03
----------------------------------	------------------

Aspen Fire Protection District
Balance Sheet
 As of May 31, 2022

	<u>May 31, 22</u>
Other Current Assets	
GENERAL FUND (Asset)	
10450 · Property Tax Receivable	1,937,659.56
Total GENERAL FUND (Asset)	1,937,659.56
BOND DEBT SERVICE FUND (Asset)	
10750 · Property Tax Receivable	317,360.51
Total BOND DEBT SERVICE FUND (Asset)	317,360.51
10671 · Prepaid Expenses--General Fund	18,300.58
10672 · Apparatus Deposits--CA Fund	1,564,686.00
Total Other Current Assets	3,838,006.65
Total Current Assets	15,887,810.87
Fixed Assets	
GENERAL FIXED ASSET GROUP	
10600 · Fire Trucks & Equip	4,409,454.67
10610 · Building Improvements	1,330,603.73
10615 · Buildings	13,398,373.00
10640 · Firefighting Equipment	350,515.19
10650 · Administrative	374,807.41
10660 · Construction in Progress	9,620,393.90
10665 · Land - North 40	1,700,000.00
10669 · Accumulated Depreciation	-8,211,685.11
Total GENERAL FIXED ASSET GROUP	22,972,462.79
Total Fixed Assets	22,972,462.79
Other Assets	
10593 · Deferred Refunding Cost	1,574,234.68
10594 · Deferred Refunding Costs-Accum.	-1,388,693.62
90101 · VPF-Def Oflow-Pens Exper Diff	11,435.00
90103 · VPF-Def Oflow-Pens Inv Ret Diff	72,196.00
90105 · VPF-Def Oflow-Pens Contr After	545,000.00
90111 · SWDB-Def Oflow-Pens Exper Diff	129,462.34
90112 · SWDB-Def Oflow-Pens Chg Assum	64,923.24
90113 · SWDB-Def Oflow-Pens Inv Ret Dif	0.07
90114 · SWDB-Def Oflow-Pens Act/Rep Dif	14.00
90115 · SWDB-Def Oflow-Pens Chg Propor	18,161.00
90116 · SWDB-Def Oflow-Pens Contr After	88,856.92
Total Other Assets	1,115,589.63
TOTAL ASSETS	39,975,863.29

Aspen Fire Protection District
Balance Sheet
 As of May 31, 2022

May 31, 22

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 · 20100 - Accts Payable--GF	20,598.08
2002 · 20120 - Accts Payable--CA Fund	9,299.00
2004 · 20140 - Accts Payable--Housing	12,043.14

Total Accounts Payable	41,940.22
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Other Current Liabilities

CURRENT LIABILITIES

21020 · Retainage Payable--Housing	367,259.15
20125 · State Unemployment Accrual	592.71
20135 · HSAs Accrual	4,719.01
20162 · Vol FFs Insurances Accrual	475.02
20163 · FPPA Accrual	833.33
20317 · AVFD T-shirt Sales (+) Accrual	360.80
21000 · Deferred Revenue--Prop. Tax	1,937,659.56

Total CURRENT LIABILITIES	2,311,899.58
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23050 · Accrued Int. Payable--Bond Debt	41,537.90
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Total Other Current Liabilities	2,353,437.48
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Total Current Liabilities	2,395,377.70
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Long Term Liabilities

BOND DEBT SERVICE FUND (Liab.)

22000 · Deferred Revenue--Prop.Tax	317,360.51
23000 · Bonds Payable	3,945,000.00
23010 · Current Portion - Bonds Payable	905,000.00
22900 · Bond Premium	1,100,512.25
22901 · Bond Premium- Accumulate Amort.	-1,002,622.27

Total BOND DEBT SERVICE FUND (Liab.)	5,265,250.49
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HOUSING DEBT SERVICE (Liab.)

22905 · COPs Premium Amortization	-174,304.56
22902 · COPs Payable	12,740,000.00
22903 · Current Portion - COPs Payable	565,000.00
22904 · COPs Premium	1,836,645.45

Total HOUSING DEBT SERVICE (Liab.)	14,967,340.89
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Aspen Fire Protection District
Balance Sheet
 As of May 31, 2022

	May 31, 22
90200 · VPF--Net Pension Liability	422,124.00
90202 · VPF--Def Iflow--Pens Chg Assum	251,680.00
90210 · SWDB--Net Pension Liability	-152,646.42
90211 · SWDB-Def Iflow-Pens Exp Diff	607.29
90213 · SWDB-Def Iflow-Pens Inv Ret Dif	156,790.00
90214 · SWDB-Def Iflow-Pens Act/Rep Dif	-9,643.24
90215 · SWDB-Def Iflow-Pens Chg Propor	175,904.97
90220 · Compensated Absences / PTO	196,382.39
Total Long Term Liabilities	21,273,790.37
Total Liabilities	23,669,168.07
Equity	
FUND BALANCES	
30030 · WildfireCommAction Fund Balance	150,537.00
30005 · LT Assets minus LT Debt	3,950,199.41
30015 · Capital Acq. Fund Balance	1,808,322.00
30020 · Debt Svc Fund Balance	1,081,430.00
30025 · Housing Fund Balance	7,856,990.00
30300 · Net Pension Liab. & Deferrals	-860,120.00
30600 · Contingency Reserve (TABOR)	186,000.00
37500 · GF - Unrestricted Fund Balance	2,927,951.00
Total FUND BALANCES	17,101,309.41
Net Income	-794,614.19
Total Equity	16,306,695.22
TOTAL LIABILITIES & EQUITY	39,975,863.29

Aspen Fire Protection District
Profit & Loss Budget Performance
May 2022

	<u>May 22</u>	<u>Jan - May 22</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	250,000.00	600,000.00
31103 · Allocation--to Housing Fund	0.00	1,100,000.00	458,333.38	1,100,000.00
31104 · Allocation--to GF General	1,233,869.04	2,367,008.90	1,753,726.69	4,208,944.00
31105 · Allocation--to GF Emerg Reserve	0.00	50,000.00	20,833.38	50,000.00
31107 · Allocation--to GF FPPA Annual	0.00	250,000.00	104,166.69	250,000.00
31109 · Allocation--for Treasurer Fee	64,922.96	229,810.09	136,161.25	326,787.00
Total 31100 · General Property Tax	<u>1,298,792.00</u>	<u>4,596,818.99</u>	<u>2,723,221.39</u>	<u>6,535,731.00</u>
31200 · Specific Ownership Taxes	19,791.59	80,710.11	93,750.00	225,000.00
36100 · Interest Earned--Prop. Taxes	-8.24	76.16	5,000.00	12,000.00
36200 · Interest on Investments	2,602.37	4,598.13	250.00	600.00
37100 · Delinquent Taxes	-369.39	-751.33	-2,500.00	-6,000.00
38000 · North 40 Lease to County	4,388.27	21,692.96	21,541.69	51,700.00
38010 · County Share of Expenses @N40	0.00	10,079.11	12,500.00	30,000.00
38015 · Tenants' Rent & Utilities @Stwd	435.50	6,441.76	6,250.00	15,000.00
38020 · Tenants' Rent @ N40 & Woody Crk	1,986.00	9,930.00	9,930.00	23,832.00
38050 · WFAC (Wildfire Mapping) Project	0.00	-37,725.26	37,725.00	37,725.00
38100 · Other Income (vs. Expense)	0.00	2,005.00		
38101 · Grants	20,000.00	20,000.00	52,083.38	125,000.00
38109 · Donations/Contrib (GF-Assigned)	0.00	38,862.68		
38110 · Sprinkler Permit Fees(PlansChk)	1,950.84	8,531.47	20,833.38	50,000.00
Total GENERAL (Income)	<u>1,349,568.94</u>	<u>4,761,269.78</u>	<u>2,980,584.84</u>	<u>7,100,588.00</u>
Total Income	<u>1,349,568.94</u>	<u>4,761,269.78</u>	<u>2,980,584.84</u>	<u>7,100,588.00</u>
Gross Profit	<u>1,349,568.94</u>	<u>4,761,269.78</u>	<u>2,980,584.84</u>	<u>7,100,588.00</u>
Expense				
PERSONNEL - District Staff				
41110 · Wages - Career Duty FFs	81,345.77	356,274.24	482,411.25	1,157,787.00
41115 · Overtime - Career Duty FFs	6,012.11	47,802.98	25,000.00	60,000.00
41111 · Salaries & Wages-All Other Paid	56,424.22	294,199.05	354,463.38	850,712.00
41120 · Misc. Payroll Expenses	112.00	616.00	750.00	1,800.00
41125 · Employer SUI--Staff	285.95	1,353.98	1,767.50	4,242.00
41130 · Retirement Plan--401(a)	10,101.09	51,422.90	55,946.69	134,272.00
41132 · Pension Plan--FPPA SWDB	9,869.68	44,465.90	65,412.94	156,991.00
41135 · Employer Medicare--Staff	2,100.86	10,000.26	12,815.44	30,757.00
41140 · All Insurances & HSA Contrib.	37,096.72	164,438.36	181,722.94	436,135.00
41141 · Board Match--457(b) Plan	2,812.79	13,561.29	17,092.94	41,023.00
41142 · Fit/Wellness Allowance--Staff	3,900.00	3,900.00	12,833.38	30,800.00
41143 · Health Insur--Staff Dependents	6,827.24	30,618.55	39,535.00	94,884.00
41144 · Benefits Contingency - PTO Cash	0.00	7,037.80	8,956.25	21,495.00
Total PERSONNEL - District Staff	<u>216,888.43</u>	<u>1,025,691.31</u>	<u>1,258,707.71</u>	<u>3,020,898.00</u>

Aspen Fire Protection District
Profit & Loss Budget Performance
 May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
ADMINISTRATION				
41149 · County Treasurer Fee	64,922.96	229,810.09	136,268.38	327,044.00
41150 · Employer Medicare--AVFD+	0.00	0.00	625.00	1,500.00
41155 · Employer Social Security--AVFD+	678.51	2,256.84	5,000.00	12,000.00
41160 · Employer SUI--AVFD+	0.00	0.00	208.38	500.00
41146 · Employee Wellness Program	905.10	1,802.20	3,333.38	8,000.00
41200 · Other Expense (vs. Income)	675.18	675.18		
41210 · Contr Labor/ Special Projects	0.00	0.00	17,916.69	43,000.00
41211 · Supplies & Expenses	1,401.29	13,632.66	10,123.38	24,296.00
41212 · Telephone Expense	3,167.15	15,910.06	13,333.38	32,000.00
41214 · Info. Systems & Support	2,911.00	13,249.70	15,000.00	36,000.00
41500 · Audit & Budget	0.00	14,500.00	7,916.69	19,000.00
41510 · Insurance				
Gen Liability/Accident & Other	6,717.00	7,797.00	18,750.00	45,000.00
Workers' Comp	0.00	94,911.39	37,500.00	90,000.00
Total 41510 · Insurance	6,717.00	102,708.39	56,250.00	135,000.00
41520 · Legal	923.58	6,728.58	10,833.38	26,000.00
41770 · Equip Repair/Replace	0.00	0.00	2,083.38	5,000.00
41810 · Election	3,449.60	17,253.21	13,333.34	16,000.00
41820 · Staff Vehicle Expense				
Maint. Labor--at County Fleet	0.00	4,240.00		
41820 · Staff Vehicle Expense - Other	827.00	4,332.75	4,583.38	11,000.00
Total 41820 · Staff Vehicle Expense	827.00	8,572.75	4,583.38	11,000.00
41840 · Administrative	1,483.46	16,495.86	18,750.00	45,000.00
41920 · Capital Outlay - Computers +	0.00	5,444.00	8,333.38	20,000.00
Total ADMINISTRATION	88,061.83	449,039.52	323,892.14	761,340.00
PERSONNEL - Volunteer Staff				
41860 · Vol. Fit/Wellness Allowance	3,900.00	3,900.00	17,500.00	42,000.00
41861 · Volunteer Health Insur/HSA/HRA	17,275.13	89,232.94	147,062.50	352,950.00
41870 · Volunteer Health Screenings	0.00	0.00	833.38	2,000.00
41875 · LOSAP	0.00	31,750.00	34,750.00	34,750.00
41877 · Volunteer Shift Incentives	0.00	1,500.00		
41892 · ALL Volunteer Incentives	0.00	0.00	12,500.00	30,000.00
Total PERSONNEL - Volunteer Staff	21,175.13	126,382.94	212,645.88	461,700.00

Aspen Fire Protection District
Profit & Loss Budget Performance
 May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
FIRE FIGHTING				
42205 · Firefighters' Logistics/Support	1,796.17	12,751.51	10,416.69	25,000.00
42206 · Uniforms	2,940.52	7,480.62	8,333.38	20,000.00
42211 · Operational Supplies & Expenses	9,119.56	38,594.03	62,500.00	150,000.00
42212 · Rescue Supplies & Expenses	3,449.24	5,238.61	6,250.00	15,000.00
42213 · EMS Supplies & Expenses	-13.10	4,075.69	6,250.00	15,000.00
42214 · Wildfire Supplies & Expenses	1,046.98	12,506.11	4,166.69	10,000.00
42220 · Pano AI Project	0.00	0.00	25,000.00	60,000.00
42300 · Fuel	2,434.87	7,832.90	6,250.00	15,000.00
42400 · Subscriptions & Dues	0.00	1,065.00	625.00	1,500.00
42402 · Honor Guard	0.00	0.00	2,083.38	5,000.00
Total FIRE FIGHTING	<u>20,774.24</u>	<u>89,544.47</u>	<u>131,875.14</u>	<u>316,500.00</u>
TRAINING				
44102 · EMS Training & Records	-1,152.00	1,507.50	10,000.00	24,000.00
44103 · FF Training & Records	420.11	16,838.49	16,666.69	40,000.00
44211 · Supplies & Expenses	3,600.06	6,309.75	4,166.69	10,000.00
Total TRAINING	<u>2,868.17</u>	<u>24,655.74</u>	<u>30,833.38</u>	<u>74,000.00</u>
FIRE PREVENTION				
43200 · Training	26.33	804.32	2,500.00	6,000.00
43211 · Supplies & Expenses	130.00	1,499.25	3,750.00	9,000.00
43212 · Public Fire Education	0.00	15.00	2,500.00	6,000.00
43214 · Advertising--Public Education	645.00	3,199.00	5,000.00	12,000.00
Total FIRE PREVENTION	<u>801.33</u>	<u>5,517.57</u>	<u>13,750.00</u>	<u>33,000.00</u>
COMMUNICATIONS				
45211 · Supplies & Expenses	667.66	1,292.66	3,333.38	8,000.00
45300 · Administration				
County Dispatch Services	13,030.00	13,030.00	18,750.00	45,000.00
County Radio Services	0.00	28,980.00	12,500.00	30,000.00
Total 45300 · Administration	<u>13,030.00</u>	<u>42,010.00</u>	<u>31,250.00</u>	<u>75,000.00</u>
45910 · Radio Capital Outlay	0.00	0.00	8,333.38	20,000.00
Total COMMUNICATIONS	<u>13,697.66</u>	<u>43,302.66</u>	<u>42,916.76</u>	<u>103,000.00</u>
CDPS COOPERATOR INCIDENTS				
42600 · Cooperator Incident--Misc.	0.00	50.17		
Total CDPS COOPERATOR INCIDENTS	<u>0.00</u>	<u>50.17</u>		
REPAIR SERVICES (Fleet & Equip)				
46200 · Pump & Equipment Testing	0.00	0.00	8,333.38	20,000.00
46211 · Supplies & Expenses & Parts	3,313.25	10,007.24	11,666.69	28,000.00
46212 · Out-source Maint& Repair				
Labor--at County Fleet	8,720.00	15,908.10		
46212 · Out-source Maint& Repair - Other	0.00	65.00	31,250.00	75,000.00
Total 46212 · Out-source Maint& Repair	<u>8,720.00</u>	<u>15,973.10</u>	<u>31,250.00</u>	<u>75,000.00</u>
Total REPAIR SERVICES (Fleet & Equip)	<u>12,033.25</u>	<u>25,980.34</u>	<u>51,250.07</u>	<u>123,000.00</u>

Aspen Fire Protection District
Profit & Loss Budget Performance
May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
STATIONS, BUILDINGS & GROUNDS				
Headquarters Station				
48209 · Alarm Monitoring and T&I--HQ	0.00	0.00	729.19	1,750.00
48210 · Repairs & Maint. - Headquarters	3,118.54	7,363.99	7,083.38	17,000.00
48211 · Supplies & Exp. - Headquarters	1,937.50	7,811.96	5,000.00	12,000.00
48214 · Utilities - Headquarters	1,852.95	19,690.11	17,500.00	42,000.00
48215 · Cleaning - Headquarters	540.00	2,700.00	3,750.00	9,000.00
Total Headquarters Station	<u>7,448.99</u>	<u>37,566.06</u>	<u>34,062.57</u>	<u>81,750.00</u>
North 40 Station				
48309 · Alarm Monitoring and T&I--N40	0.00	0.00	500.00	1,200.00
48311 · Repairs & Maint. - North 40	4,176.25	8,269.79	8,333.38	20,000.00
48315 · Supplies & Expenses - North 40	488.40	7,216.02	4,166.69	10,000.00
48320 · Utilities - North 40	2,943.85	22,758.93	16,666.69	40,000.00
Total North 40 Station	<u>7,608.50</u>	<u>38,244.74</u>	<u>29,666.76</u>	<u>71,200.00</u>
Aspen Village Substation				
48016 · Supplies & Exp.- Aspen Village	0.00	0.00	416.69	1,000.00
48400 · Utilities - Aspen Village	500.84	3,486.38	2,500.00	6,000.00
48409 · Alarm Monitoring and T&I--AV	0.00	0.00	416.69	1,000.00
48410 · Repairs & Maint.- Aspen Village	334.31	2,265.31	2,083.38	5,000.00
Total Aspen Village Substation	<u>835.15</u>	<u>5,751.69</u>	<u>5,416.76</u>	<u>13,000.00</u>
Starwood Substation				
48411 · Tenants' Rent - Starwood	0.00	5,226.00	4,583.38	11,000.00
48412 · Utilities & Expenses - Starwood	1,043.79	6,637.60	5,000.00	12,000.00
Total Starwood Substation	<u>1,043.79</u>	<u>11,863.60</u>	<u>9,583.38</u>	<u>23,000.00</u>
Woody Creek Substation				
47301 · Supplies & Exp. - Woody Creek	0.00	129.99	500.00	1,200.00
47302 · Utilities - Woody Creek	952.07	5,367.02	4,583.38	11,000.00
47309 · Alarm Monitoring and T&I--WC	0.00	0.00	416.69	1,000.00
47310 · Repairs & Maint. - Woody Creek	100.00	1,971.00	2,083.38	5,000.00
Total Woody Creek Substation	<u>1,052.07</u>	<u>7,468.01</u>	<u>7,583.45</u>	<u>18,200.00</u>
Total STATIONS, BUILDINGS & GROUNDS	<u>17,988.50</u>	<u>100,894.10</u>	<u>86,312.92</u>	<u>207,150.00</u>
TRANSFER TO OTHER FUNDS				
49502 · Transfer to CapAcquisition Fund	0.00	0.00	250,000.00	600,000.00
49503 · Transfer to Housing Fund	0.00	0.00	458,333.38	1,100,000.00
49507 · Xfer to Emergency Reserve Fund	0.00	50,000.00	20,833.38	50,000.00
49509 · Xfer to FPPA Annual Accrual Fnd	0.00	250,000.00	104,166.69	250,000.00
Total TRANSFER TO OTHER FUNDS	<u>0.00</u>	<u>300,000.00</u>	<u>833,333.45</u>	<u>2,000,000.00</u>
Total Expense	<u>394,288.54</u>	<u>2,191,058.82</u>	<u>2,985,517.45</u>	<u>7,100,588.00</u>
Net Income	<u>955,280.40</u>	<u>2,570,210.96</u>	<u>-4,932.61</u>	<u>0.00</u>

Aspen Fire Protection District Profit & Loss Budget Performance May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
CAPITAL ACQUISITION (Income)				
30075 · General Property Tax Allocation	0.00	0.00	250,000.00	600,000.00
60100 · Interest on Investments	<u>445.71</u>	<u>833.86</u>	<u>20.81</u>	<u>50.00</u>
Total CAPITAL ACQUISITION (Income)	<u>445.71</u>	<u>833.86</u>	<u>250,020.81</u>	<u>600,050.00</u>
Total Income	<u>445.71</u>	<u>833.86</u>	<u>250,020.81</u>	<u>600,050.00</u>
Gross Profit	445.71	833.86	250,020.81	600,050.00
Expense				
CAPITAL ACQ. Fund (Expenses)				
60110 · Cap. Outlay/Equipment/Projects				
PlymoVent at Stn 62	0.00	0.00	33,333.38	80,000.00
loft storage in Stn 62 bays	0.00	0.00	16,666.69	40,000.00
air conditioning @ Stn 61+62 apt	9,299.00	9,299.00	14,583.38	35,000.00
equiping Engines 61 + 62	40,955.84	98,220.96	75,000.00	75,000.00
replacement roof @ N40	<u>16,570.00</u>	<u>113,024.80</u>	<u>209,375.00</u>	<u>335,000.00</u>
Total 60110 · Cap. Outlay/Equipment/Projects	<u>66,824.84</u>	<u>220,544.76</u>	<u>348,958.45</u>	<u>565,000.00</u>
Total CAPITAL ACQ. Fund (Expenses)	<u>66,824.84</u>	<u>220,544.76</u>	<u>348,958.45</u>	<u>565,000.00</u>
Total Expense	<u>66,824.84</u>	<u>220,544.76</u>	<u>348,958.45</u>	<u>565,000.00</u>
Net Income	<u><u>-66,379.13</u></u>	<u><u>-219,710.90</u></u>	<u><u>-98,937.64</u></u>	<u><u>35,050.00</u></u>

Aspen Fire Protection District
Profit & Loss Budget Performance
 May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
HOUSING (Income)				
31175 · General Property Tax Allocation	0.00	0.00	458,333.38	1,100,000.00
31190 · Interest on Investments	2,785.99	5,089.72	416.69	1,000.00
Total HOUSING (Income)	<u>2,785.99</u>	<u>5,089.72</u>	<u>458,750.07</u>	<u>1,101,000.00</u>
Total Income	<u>2,785.99</u>	<u>5,089.72</u>	<u>458,750.07</u>	<u>1,101,000.00</u>
Gross Profit	2,785.99	5,089.72	458,750.07	1,101,000.00
Expense				
HOUSING Fund (Expenses)				
70100 · North 40 Project--Soft Costs				
Architectural Services	0.00	32,147.23		
Construction Mgmt. Services	10,331.25	46,559.50		
Other Services / Fees	2,151.78	13,724.88		
70100 · North 40 Project--Soft Costs - Other	0.00	0.00	406,250.00	650,000.00
Total 70100 · North 40 Project--Soft Costs	<u>12,483.03</u>	<u>92,431.61</u>	<u>406,250.00</u>	<u>650,000.00</u>
70200 · North 40 Project--Construction	894,724.25	3,823,750.00	4,081,391.89	6,530,227.00
70300 · COPs--Lease Payments				
70301 · Interest Payments	263,275.00	263,275.00	263,275.00	526,550.00
70302 · Principal Payments	0.00	0.00	0.00	565,000.00
Total 70300 · COPs--Lease Payments	<u>263,275.00</u>	<u>263,275.00</u>	<u>263,275.00</u>	<u>1,091,550.00</u>
70305 · Bank (UMB) Sweep / Admin Fees	43.81	43.81	208.38	500.00
Total HOUSING Fund (Expenses)	<u>1,170,526.09</u>	<u>4,179,500.42</u>	<u>4,751,125.27</u>	<u>8,272,277.00</u>
Total Expense	<u>1,170,526.09</u>	<u>4,179,500.42</u>	<u>4,751,125.27</u>	<u>8,272,277.00</u>
Net Income	<u><u>-1,167,740.10</u></u>	<u><u>-4,174,410.70</u></u>	<u><u>-4,292,375.20</u></u>	<u><u>-7,171,277.00</u></u>

Aspen Fire Protection District Profit & Loss Budget Performance May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
WILDFIRE COMM. ACTION (Income)				
31575 · Contributions Received	0.00	130,735.90	68,750.00	165,000.00
31590 · Interest on Investments	155.37	283.92	5.00	12.00
Total WILDFIRE COMM. ACTION (Income)	<u>155.37</u>	<u>131,019.82</u>	<u>68,755.00</u>	<u>165,012.00</u>
Total Income	<u>155.37</u>	<u>131,019.82</u>	<u>68,755.00</u>	<u>165,012.00</u>
Gross Profit	155.37	131,019.82	68,755.00	165,012.00
Expense				
WILDFIRE C.A. Fund (Expenses)				
80100 · Operating Expenses				
80101 · Administrative Expenses	782.94	2,071.57	625.00	1,500.00
80103 · Consultant Fees	0.00	0.00	10,416.69	25,000.00
80105 · Personnel				
Wages	6,846.40	33,504.57	37,084.56	89,003.00
Benefits	2,167.68	11,970.57	13,271.25	31,851.00
Employer Taxes	114.96	562.56	621.69	1,492.00
Total 80105 · Personnel	<u>9,129.04</u>	<u>46,037.70</u>	<u>50,977.50</u>	<u>122,346.00</u>
80109 · Marketing	0.00	830.00	4,166.69	10,000.00
80111 · Other / Unanticipated	0.00	0.00	1,666.69	4,000.00
Total 80100 · Operating Expenses	<u>9,911.98</u>	<u>48,939.27</u>	<u>67,852.57</u>	<u>162,846.00</u>
Total WILDFIRE C.A. Fund (Expenses)	<u>9,911.98</u>	<u>48,939.27</u>	<u>67,852.57</u>	<u>162,846.00</u>
Total Expense	<u>9,911.98</u>	<u>48,939.27</u>	<u>67,852.57</u>	<u>162,846.00</u>
Net Income	<u><u>-9,756.61</u></u>	<u><u>82,080.55</u></u>	<u><u>902.43</u></u>	<u><u>2,166.00</u></u>

Aspen Fire Protection District Profit & Loss Budget Performance May 2022

	<u>May 22</u>	<u>Jan - May 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income				
BOND DEBT SERVICE FUND (Income)				
35100 · General Property Tax	212,585.49	752,404.57	445,213.38	1,068,512.00
35200 · Specific Ownership Taxes	3,239.48	13,210.58	16,666.69	40,000.00
35210 · Interest Earned—Prop. Taxes	-1.35	12.46	833.38	2,000.00
35250 · Interest on Investments	1,129.10	2,138.93	125.00	300.00
35700 · Delinquent Taxes	-60.46	-122.97	-833.38	-2,000.00
Total BOND DEBT SERVICE FUND (Income)	<u>216,892.26</u>	<u>767,643.57</u>	<u>462,005.07</u>	<u>1,108,812.00</u>
Total Income	<u>216,892.26</u>	<u>767,643.57</u>	<u>462,005.07</u>	<u>1,108,812.00</u>
Gross Profit	216,892.26	767,643.57	462,005.07	1,108,812.00
Expense				
BOND DEBT SERVICE Fund (Expns.)				
50005 · County Treasurer Fee	10,626.55	37,615.17	22,278.38	53,468.00
50010 · Interest Payments	82,612.50	82,612.50	82,612.50	165,225.00
50011 · Principal Payments	0.00	0.00	0.00	905,000.00
50020 · Fees & Expenses	0.00	200.00	200.00	200.00
Total BOND DEBT SERVICE Fund (Expns.)	<u>93,239.05</u>	<u>120,427.67</u>	<u>105,090.88</u>	<u>1,123,893.00</u>
Total Expense	<u>93,239.05</u>	<u>120,427.67</u>	<u>105,090.88</u>	<u>1,123,893.00</u>
Net Income	<u><u>123,653.21</u></u>	<u><u>647,215.90</u></u>	<u><u>356,914.19</u></u>	<u><u>-15,081.00</u></u>

Summary of Proposals

Company Name	+	-	Project Cost
ESCI	2 nd lowest cost, Vail CRA/SOC, past experience with ESCI (Aspen Fire Organizational Assessment), PM has Volunteer and Career experience, CPSE peer reviewer	Past experience with ESCI, not CO specific cadre or SME	\$44,960 – 10% due at signing then billable monthly
Matrix Consulting	Steamboat Springs CRA/SOC, Many SOC/CRA Studies, Large support team	Price	\$59,000 – Monthly but flexible to other arrangements
Raftelis (TNCG)	City of Aspen PD Assessment, Significant Team experience, CO based SME, Intriguing team, Good Visual display on proposal	General government work, very little mentioned regarding CRA/SOC specifically	\$57,500 – Monthly
CPSE	Lowest cost option, Industry standard and guaranteed Accreditation compliance, Facilitated Learning Process (Professional Development)	Facilitated Learning Process (Extremely Time Consuming - Admin), Protracted Timeline (12 months), Early submittal/late update with no changes to cost or scope, No mention of specific team members,	\$34,500 – Billable in 20% increments over 12-month period
MissionCIT	Substantial experience with East Coast Volunteer and Combination departments	Perceived limited understanding of local factors (Colorado laws, special districts, etc.), highest price	\$73,280 – 25% Due at signing. Monthly thereafter

Questions: 1. Any companies not considered? 2. Rank considered companies according to preference. 3. Offers will be made and negotiated in that order.



Economic News Release



Consumer Price Index Summary

Transmission of material in this release is embargoed until
8:30 a.m. (ET) June 10, 2022 USDL-22-1113

Technical information: (202) 691-7000 * cpi_info@bls.gov * www.bls.gov/cpi
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CONSUMER PRICE INDEX - MAY 2022

The Consumer Price Index for All Urban Consumers (CPI-U) increased 1.0 percent in May on a seasonally adjusted basis after rising 0.3 percent in April, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 8.6 percent before seasonal adjustment.

The increase was broad-based, with the indexes for shelter, gasoline, and food being the largest contributors. After declining in April, the energy index rose 3.9 percent over the month with the gasoline index rising 4.1 percent and the other major component indexes also increasing. The food index rose 1.2 percent in May as the food at home index increased 1.4 percent.

The index for all items less food and energy rose 0.6 percent in May, the same increase as in April. While almost all major components increased over the month, the largest contributors were the indexes for shelter, airline fares, used cars and trucks, and new vehicles. The indexes for medical care, household furnishings and operations, recreation, and apparel also increased in May.

The all items index increased 8.6 percent for the 12 months ending May, the largest 12-month increase since the period ending December 1981. The all items less food and energy index rose 6.0 percent over the last 12 months. The energy index rose 34.6 percent over the last year, the largest 12-month increase since the period ending September 2005. The food index increased 10.1 percent for the 12-months ending May, the first increase of 10 percent or more since the period ending March 1981.

Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un-adjusted 12-mos. ended May 2022
	Nov. 2021	Dec. 2021	Jan. 2022	Feb. 2022	Mar. 2022	Apr. 2022	May 2022	
All items	0.7	0.6	0.6	0.8	1.2	0.3	1.0	8.6
Food	0.8	0.5	0.9	1.0	1.0	0.9	1.2	10.1
Food at home	0.9	0.4	1.0	1.4	1.5	1.0	1.4	11.9
Food away from home ⁽¹⁾	0.6	0.6	0.7	0.4	0.3	0.6	0.7	7.4
Energy	2.4	0.9	0.9	3.5	11.0	-2.7	3.9	34.6
Energy commodities	4.2	1.3	-0.6	6.7	18.1	-5.4	4.5	50.3
Gasoline (all types)	4.5	1.3	-0.8	6.6	18.3	-6.1	4.1	48.7
Fuel oil ⁽¹⁾	3.5	-2.4	9.5	7.7	22.3	2.7	16.9	106.7
Energy services	0.2	0.3	2.9	-0.4	1.8	1.3	3.0	16.2
Electricity	0.2	0.5	4.2	-1.1	2.2	0.7	1.3	12.0
Utility (piped) gas service	0.3	-0.3	-0.5	1.5	0.6	3.1	8.0	30.2
All items less food and energy	0.5	0.6	0.6	0.5	0.3	0.6	0.6	6.0
Commodities less food and energy commodities	0.9	1.2	1.0	0.4	-0.4	0.2	0.7	8.5
New vehicles	1.2	1.2	0.0	0.3	0.2	1.1	1.0	12.6
Used cars and trucks	2.4	3.3	1.5	-0.2	-3.8	-0.4	1.8	16.1
Apparel	0.7	1.1	1.1	0.7	0.6	-0.8	0.7	5.0
Medical care commodities ⁽¹⁾	0.1	0.0	0.9	0.3	0.2	0.1	0.3	2.4
Services less energy services	0.4	0.3	0.4	0.5	0.6	0.7	0.6	5.2
Shelter	0.5	0.4	0.3	0.5	0.5	0.5	0.6	5.5
Transportation services	0.7	0.0	1.0	1.4	2.0	3.1	1.3	7.9
Medical care services	0.3	0.3	0.6	0.1	0.6	0.5	0.4	4.0
Footnotes								
⁽¹⁾ Not seasonally adjusted.								

The food index increased 1.2 percent in May following a 0.9-percent increase the prior month. The index for food at home rose 1.4 percent in May, the fifth consecutive increase of at least 1.0 percent. All six major grocery store food group indexes rose in May. The index for dairy and related products rose 2.9 percent, its largest monthly increase since July 2007. The index for nonalcoholic beverages increased 1.7 percent, and the index for other food at home rose 1.6 percent.

The cereals and bakery products index increased 1.5 percent in May after rising 1.1 percent in April. The index for meats, poultry, fish, and eggs rose 1.1 percent over the month, with the index for eggs rising 5.0 percent. The index for fruits and vegetables rose 0.6 percent in May after declining in April.

The food away from home index rose 0.7 percent in May after rising 0.6 percent in April. The index for full service meals rose 0.8 percent over the month. The index for limited service meals increased 0.7 percent in May after rising 0.3 percent in April.

The food at home index rose 11.9 percent over the last 12 months, the largest 12-month increase since the period ending April 1979. All six major grocery store food group indexes increased over the span, with five of the six rising more than 10 percent. The index for meats, poultry, fish, and eggs increased the most, rising 14.2 percent, with the index for eggs increasing 32.2 percent. The remaining groups saw increases ranging from 8.2 percent (fruits and vegetables) to 12.6 percent (other food at home).

The index for food away from home rose 7.4 percent over the last year, the largest 12-month change since the period ending November 1981. The index for full service meals rose 9.0 percent over the last 12 months, and the index for limited service meals rose 7.3 percent over the last year. The index for food at employee sites and schools fell 30.5 percent over the last 12 months, reflecting widespread free lunch programs.

Energy

The energy index increased 3.9 percent in May after falling 2.7 percent in April. The gasoline index rose 4.1 percent in May after declining in April. (Before seasonal adjustment, gasoline prices rose 7.8 percent in May.) The index for natural gas rose 8.0 percent in May, the largest monthly increase since October 2005. The electricity index also increased in May, rising 1.3 percent.

The energy index rose 34.6 percent over the past 12 months. The gasoline index increased 48.7 percent over the span. The index for fuel oil more than doubled, rising 106.7 percent; this represents the largest increase in the history of the series, which dates to 1935. The index for electricity rose 12.0 percent, the largest 12-month increase since the period ending August 2006. The index for natural gas increased 30.2 percent over the last 12 months, the largest such increase since the period ending July 2008.

All items less food and energy

The index for all items less food and energy rose 0.6 percent in May. The shelter index increased 0.6 percent in May, the largest monthly increase since March 2004. The rent index rose 0.6 percent over the month, the same increase as in April, and the owners' equivalent rent index also rose 0.6 percent. The index for lodging away from home rose 0.9 percent in May after larger increases in recent months.

The index for airline fares continued to rise, increasing 12.6 percent in May after rising 18.6 percent the prior month. The index for used cars and trucks rose 1.8 percent in May after declining in each of the 3 prior months. The index for new vehicles rose in May, increasing 1.0 percent after rising 1.1 percent in April.

The medical care index rose 0.4 percent in May. Medical care component indexes were mixed over the month. The index for hospital services increased 0.5 percent, while the indexes for physicians' services and for prescription drugs both declined 0.1 percent.

The index for household furnishings and operations continued to rise, increasing 0.4 percent over the month. The recreation index also rose 0.4 percent in May. Both increases were the same increases as in April. The index for apparel increased 0.7 percent in May after falling in April. Other indexes that increased in May include motor vehicle insurance (+0.5 percent), personal care (+0.4 percent), education (+0.3 percent), tobacco (+0.9 percent), and alcoholic beverages (+0.5 percent).

The index for all items less food and energy rose 6.0 percent over the past 12 months. The increase was broad-based, reflecting advances in almost all major component indexes. The shelter index rose 5.5 percent over the last year, the largest 12-month increase since the period ending February 1991. The index for household furnishings and operations increased 8.9 percent over the last 12 months. The index for new vehicles rose 12.6 percent and the index for used cars and trucks increased 16.1 percent over the year, while the index for airline fares rose 37.8 percent.

Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 8.6 percent over the last 12 months to an index level of 292.296 (1982-84=100). For the month, the index increased 1.1 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 9.3 percent over the last 12 months to an index level of 288.022 (1982-84=100). For the month, the index rose 1.2 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 8.0 percent over the last 12 months. For the month, the index increased 1.0 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for June 2022 is scheduled to be released on Wednesday, July 13, 2022 at

Technical Note

Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents about 93 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U). The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents about 29 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visit, telephone call, or web collection by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

Sampling Error in the CPI

The CPI is a statistical estimate that is subject to sampling error because it is based upon a sample of retail prices and not the complete universe of all prices. BLS calculates and publishes estimates of the 1-month, 2-month, 6-month, and 12-month percent change standard errors annually for the CPI-U. These standard error estimates can be used to construct confidence intervals for hypothesis testing. For example, the estimated standard error of the 1-month percent change is 0.03 percent for the U.S. all items CPI. This means that if we repeatedly sample from the universe of all retail prices using the same methodology, and estimate a percentage change for each sample, then 95 percent of these estimates will be within 0.06 percent of the 1-month percentage change based on all retail prices. For example, for a 1-month change of 0.2 percent in the all items CPI-U, we are 95 percent confident that the actual percent change based on all retail prices would fall between 0.14 and 0.26 percent. For the latest data, including information on how to use the estimates of standard error, see www.bls.gov/cpi/tables/variance-estimates/home.htm.

Calculating Index Changes

Movements of the indexes from 1 month to another are usually expressed as percent changes rather than changes in index points, because index point changes are affected by the level of the index in relation to its base period, while percent changes are not. The following table shows an example of using index values to calculate percent changes:

	Item A	Item B	Item C
Year I	112.500	225.000	110.000
Year II	121.500	243.000	128.000
Change in index points	9.000	18.000	18.000
Percent change	$9.0/112.500 \times 100 = 8.0$	$18.0/225.000 \times 100 = 8.0$	$18.0/110.000 \times 100 = 16.4$

Use of Seasonally Adjusted and Unadjusted Data

The Consumer Price Index (CPI) produces both unadjusted and seasonally adjusted data. Seasonally adjusted data are computed using seasonal factors derived by the X-13ARIMA-SEATS seasonal adjustment method. These factors are updated each February, and the new factors are used to revise the previous 5 years of seasonally adjusted data. The factors are available at www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2022.xlsx. For more information on data revision scheduling, please see the Factsheet on Seasonal Adjustment at www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm and the Timeline of Seasonal

For analyzing short-term price trends in the economy, seasonally adjusted changes are usually preferred since they eliminate the effect of changes that normally occur at the same time and in about the same magnitude every year—such as price movements resulting from weather events, production cycles, model changeovers, holidays, and sales. This allows data users to focus on changes that are not typical for the time of year. The unadjusted data are of primary interest to consumers concerned about the prices they actually pay. Unadjusted data are also used extensively for escalation purposes. Many collective bargaining contract agreements and pension plans, for example, tie compensation changes to the Consumer Price Index before adjustment for seasonal variation. BLS advises against the use of seasonally adjusted data in escalation agreements because seasonally adjusted series are revised annually.

Intervention Analysis

The Bureau of Labor Statistics uses intervention analysis seasonal adjustment (IASA) for some CPI series. Sometimes extreme values or sharp movements can distort the underlying seasonal pattern of price change. Intervention analysis seasonal adjustment is a process by which the distortions caused by such unusual events are estimated and removed from the data prior to calculation of seasonal factors. The resulting seasonal factors, which more accurately represent the seasonal pattern, are then applied to the unadjusted data.

For example, this procedure was used for the motor fuel series to offset the effects of the 2009 return to normal pricing after the worldwide economic downturn in 2008. Retaining this outlier data during seasonal factor calculation would distort the computation of the seasonal portion of the time series data for motor fuel, so it was estimated and removed from the data prior to seasonal adjustment. Following that, seasonal factors were calculated based on this "prior adjusted" data. These seasonal factors represent a clearer picture of the seasonal pattern in the data. The last step is for motor fuel seasonal factors to be applied to the unadjusted data.

For the seasonal factors introduced for January 2022, BLS adjusted 72 series using intervention analysis seasonal adjustment, including selected food and beverage items, motor fuels, electricity, and vehicles.

Revision of Seasonally Adjusted Indexes

Seasonally adjusted data, including the U.S. city average all items index levels, are subject to revision for up to 5 years after their original release. Every year, economists in the CPI calculate new seasonal factors for seasonally adjusted series and apply them to the last 5 years of data. Seasonally adjusted indexes beyond the last 5 years of data are considered to be final and not subject to revision. For January 2022, revised seasonal factors and seasonally adjusted indexes for 2017 to 2021 were calculated and published. For series which are directly adjusted using the Census X-13ARIMA-SEATS seasonal adjustment software, the seasonal factors for 2021 will be applied to data for 2022 to produce the seasonally adjusted 2022 indexes. Series which are indirectly seasonally adjusted by summing seasonally adjusted component series have seasonal factors which are derived and are therefore not available in advance.

Determining Seasonal Status

Each year the seasonal status of every series is reevaluated based upon certain statistical criteria. Using these criteria, BLS economists determine whether a series should change its status from "not seasonally adjusted" to "seasonally adjusted", or vice versa. If any of the 81 components of the U.S. city average all items index change their seasonal adjustment status from seasonally adjusted to not seasonally adjusted, not seasonally adjusted data will be used in the aggregation of the dependent series for the last 5 years, but the seasonally adjusted indexes before that period will not be changed. For 2022, 22 of the 81 components of the U.S. city average all items index are seasonally adjusted.

Contact Information

For additional information about the CPI visit www.bls.gov/cpi or contact the CPI Information and Analysis Section at 202-691-7000 or cpi_info@bls.gov.

For additional information on seasonal adjustment in the CPI visit www.bls.gov/cpi/seasonal-adjustment/home.htm or contact the CPI seasonal adjustment section at 202-691-6968 or cpiseas@bls.gov.

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

- [Table 1. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category](#)
- [Table 2. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by detailed expenditure category](#)
- [Table 3. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, special aggregate indexes](#)
- [Table 4. Consumer Price Index for All Urban Consumers \(CPI-U\): Selected areas, all items index](#)
- [Table 5. Chained Consumer Price Index for All Urban Consumers \(C-CPI-U\) and the Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, all items index](#)
- [Table 6. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 1-month analysis table](#)
- [Table 7. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 12-month analysis table](#)
- [HTML version of the entire news release](#)

[The PDF version of the news release](#)

[News release charts](#)

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U.S. BUREAU OF LABOR STATISTICS Division of Consumer Prices and Price Indexes Suite 3130 2 Massachusetts Avenue NE
Washington, DC 20212-0001

Telephone: 1-202-691-7000_ www.bls.gov/CPI [Contact CPI](#)

**THE ROMERO GROUP RENTAL MANAGEMENT
PROPOSAL**

Aspen Fire Place
Aspen Fire Protection District Housing
62 Front Way, Aspen Co.



The Romero
Group^{LLC}
Property Management

May 13, 2022



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The Romero Group Principals

Dwayne Romero, President and CEO, dromero@romero-group.com

Shawn Gleason, Chief Financial Officer, sgleason@romero-group.com

Jim Korpela, Chief Operations Officer, jkorpela@romero-group.com

Jerome Simecek, V.P. of Operations, jsimecek@romero-group.com

Community Association Responsible Manager License # 2140

Community Association Manager Entity License # 2618

Small Water Systems Operator and Certified Water Systems Professionals

Colorado Licensed Real Estate Broker License # CO-EO-100071737

Executive Summary

The Romero Group is a rapidly growing local business with substantial organizational depth and strength, totally committed to the Roaring Fork Valley. Our team brings the full spectrum of complementary skills that support all areas of Rental Property Management to serve the Aspen Fire District in the operational management of Aspen Fire Place.

The Romero Group is uniquely positioned to provide high quality property management services and leasing expertise in the Willits Town Center. Our team's experience in the local Free Market and Deed Restricted rental properties provides a strong position to understand and proactively adjust to varying market leasing trends, seasonality issues, and local marketing opportunities.

The Romero Group has combined experience of over 50 years with our principals and tenured team members. Our Management Proposal and Fee Structures are tailored to provide the Aspen Fire District with the following services:

- 1) Provide consultant services to assist in the establishment of a rental housing program for the 15-residential units of Aspen Fire Place.
- 2) Provide ongoing overall Operational Management for the rental leasing program.

Proposal Scope and Fee Structure

1) Provide consultant services to assist in the establishment of a rental housing program for the 15-residential units of Aspen Fire Place.

For a monthly fee of \$2,025 this proposal includes up to and including the following, but not limited to, anticipated tasks:

- Assist in defining rental application & selection process, create procedure
- Assist in creating web portal to include information and application/selection process
- Assist in establishing working documents
 - Lease document
 - Pet policy/registration requirements
 - Parking policy/registration policy
 - Tenant/occupant rules and regulations.
 - Enforcement policies and procedures. Schedule of fees and fines
 - Storage policy and allocations
 - Termination/eviction procedures
 - Lease renewal procedures
 - Move in/out procedures
- Assist in defining security deposit terms/escrow procedures
- Assist in defining utility expense \$/psf
- Assist in defining rent collection/auto pay instructions and procedures

2) Provide ongoing overall Operational Management for the rental leasing program.

For a monthly management fee \$2, 025 plus \$750 for each new lease and \$500 for each renewal lease, this proposal includes up to and including, but not limited to, the following anticipated tasks:

- Notification/advertisement of available rentals
- Review of application/screening
- Selection process/acceptance
- Review and execution of lease agreement
- Review and execution of tenant rules and regs
- Registration of pets and issue pet policy
- Registration of parking and storage policy
- Autopay set up for rent and utility expenses
- Tenant move-in supervision
- Lease renewal notification and supporting documents
- Lease end move out supervision

- Periodic review and reporting to Ownership

Accounting, Bookkeeping, and Treasury Services (included)

- Establish and maintain the books and accounts of the BXI
- Quarterly Financial reporting: balance sheet, payables and receivables, income statements with budget variance explanations, 12-month cash flow 'look ahead'
- Assessments and Collections
- Prepare and propose to Ownership for its approval an operating budget, setting forth the anticipated income and expenses of the Property for the next successive fiscal year
- Statutory filings
- Cash management
- Monthly Bank reconciliations
- Treasury services: staff review of secure investment options
- Strong fiscal control through segregation of duties

Maintenance and Operations (direct labor is charged as incurred, estimated in the TRG Labor Schedule)

TRG has provided two detailed DRAFT estimate of the annual cost associated with maintenance and operations of the District's asset. The first assumes the 1st 12 months of operation with Warranty services and the 2nd assumes a normal year. These estimates are shown in the TRG Labor Schedule which are found on the last pages of this proposal. The TRG Labor Schedule builds an annual estimate of cost by calculating each task on an hourly, weekly, and seasonal frequency. TRG would refine this Labor Schedule after a detailed property tour and input on expected service levels.

- Direct labor costs are not included in the management fee; direct labor would include services billed to the District such as routine operations and maintenance of building exteriors, HVAC & Water systems, landscaping, and snow removal
- Tenured & trained team members with specific certifications to maintain property assets
- Strong vendor relationships for specialized services and/or duties as required
- Strong attention to detail to ensure a high quality and consistent appearance of the property
- Adherence to Daily, Weekly, Quarterly, and Annual maintenance checklists to ensure proper performance and care of property assets
- Beyond routine maintenance needs, TRG has in-house engineers trained in Building Automation Systems, Water Systems, Irrigation and Snowmelt Operations

Property Management Experience

The Romero Group currently manages 34 Homeowner Associations, 6 special Metropolitan Districts, and 3 long-term rental programs all located here in the Roaring Fork Valley

Our team has extensive experience in similar properties in the Roaring Fork Valley. These properties include: Willits Seven North, One10 Harris Apartments, Lumen Apartments, Aspen Highlands Metropolitan District, and Southpoint Condominiums.

The Romero Group brings a spectrum of complementary skills that support all areas of property management to serve the establishment and operation of Aspen Fire Place at the highest standard. Property Management is our primary focus. It is what we have built our experience and reputation around and it is what distinguishes us from the crowd of brokerage firms that also try property management. Given our skill set, we are confident that we can execute a smooth transition from the Builder, FCI Constructors, through their warranty process and to regular oversight of this asset.

Led by Dwayne Romero, TRG has considerable experience and a distinct operating model encompassing all facets of Property Management, including:

- Leadership and experience in large scale Property Development and Project Management
- Community Association Management & Administrative Services
- Accounting, Bookkeeping, and Treasury Services
- Property Management, Leasing, Maintenance, and Engineering Services
- Capital Projects Management Services
- The Romero Group Added Values

The Romero Group proudly has three licensed Community Association Managers on our team. In addition, we have a fully qualified accounting team led by Shawn Gleason, CFO. This team has deep experience in accounting and is large enough to adequately allow for proper segregation of duties and strong internal controls.

Given our presence in the valley (HQ office in Basalt and satellite office at Aspen Highlands), we are able to provide consistent and responsive management oversight for all of our clients.

Operating Model & Experience

The Romero Group offers the following to the owners of Aspen Fire Place:

1. Leadership

TRG has the knowledge and experience to ensure the smooth operation of Aspen Fire Place, now through completion and post construction. We are confident that we can ensure that efficiencies in management and operation are sought, and we'll proactively bring suggestions to Ownership. Our expertise allows us to identify small issues before they become big problems. Our experienced team will be available throughout the remaining construction period to consult and assist with the building establishment. Once built, we will be at the property on a prescheduled daily frequency and providing proper direction and priorities to meet and exceed the owner's expectations.

• **Leadership Standards we operate by:**

- Strong understanding and experience of the development process and the logistics required to bring new projects "on-line".
- Proactive on-site "eyes on the property" approach with regular site visits presenting a high-quality appearance of your property and public spaces
- Regular internal and external communications to Ownership and interested parties.

2. Long-term Rental Management

TRG has proven to be the leading third-party provider of full spectrum rental management services in the Valley. We handle everything from start to finish, including pricing, advertising, prospect handling, screening, and leasing. The team is deeply involved in the budgeting process, capital planning, and outside contracting. Furthermore, we utilize specialized software to ensure a fully integrated team so that nothing falls through the cracks, putting tenants and owners at ease.

3. Accounting, Bookkeeping, and Treasury Services

Under the leadership of Shawn Gleason, Chief Financial Officer, with support from Tracy Forristall, The Romero Group provides Bookkeeping, Treasury, Fiscal Control, Financial Reporting, Budget Modeling and Forecasting using systems we have developed and refined over many years. Aspen Fire Place will greatly benefit from our collective experience and professional guidance we provide to all of our clients.

- **Bookkeeping Services**

Our experienced accounting team handles every aspect of bookkeeping including:

- Assessments/rents
- Collections
- Managing payables and receivables
- Statutory filings
- Cash management
- Bank reconciliations
- Capital projects: Initial forecasting and active controls throughout and after

- **Treasury Services**

Our team focuses on ensuring our clients funds are invested properly. We review available FDIC covered investment options on a monthly basis to determine the best fit for each of our clients. We only recommend 5-Star rated Banks for our clients to ensure their funds are as secure as possible. In the event that a client is interested in other options we work with each client individually to ensure their needs are met.

- **Fiscal Control**

The Romero Group is committed to maintaining our experienced accounting and control staff large enough to adequately allow for proper segregation of duties and strong internal controls. Our CFO Shawn Gleason has an Audit and Assurance background from his early career with KPMG, a global leader in delivering Audit, Tax, and Advisory services.

- **Financial Reporting**

Based on years of experience we have developed standard monthly, quarterly, and annual reporting packages to meet our client's needs. We feel that timely and accurate financial information is crucial to the Board's ability to manage their property. Our monthly financial package includes the following elements:

- Balance Sheet
- Accounts Payable Detail

- Accounts Receivable Detail
- Current Month Income Statement with budget variances
- Fiscal Year to Date Income Statement with budget variances including explanations for variances over a certain scope threshold
- **12 Month “Look Ahead”**
Our quarterly financial package includes all the elements of our monthly package along with a 12-month future looking cash flow. This cash flow includes recommendations for managing capital funds and investment options that will arise during that time.
- **Budget Modeling and Forecasting**
As a team, we collaborate to build our Clients’s annual budgets from the ground up based on historical information and future estimates. We use hourly labor worksheets to anticipate the needs of our properties and translate that into your monthly, seasonally adjusted, labor budget. We use bulk negotiated outside service contracts for providers such as; Landscapers, HVAC Technicians, Elevator Maintenance, Insurance, Snow Plowing, and Natural Gas bulk purchasing. We also utilize our internal expertise and experiences as the basis for each budget line item.

4. Complete Services Model

The Romero Group can offer the Aspen Fire Place a full scope of services on site to maintain the property to the Ownership’s high standards. With our committed, responsive team available 365 days a year, 24 hours a day, we can proactively anticipate and attend to all aspects of property management for our owners.

- **Maintenance**
 - Tenured & Trained team members with specific certifications where needed to maintain property assets.
 - Quality relationships with outside vendors for specialized services or specific licenses to ensure timely responses when required and leveraged cost savings.
 - Deep experience with preventative and corrective maintenance for all building systems.
 - Commitment to attention to detail for property appearance so that Aspen Fire Place always shows well.
 - Creation and follow through with Daily, Weekly, Quarterly, and Annual maintenance checklists for regular and preventive maintenance tasks.
- **Housekeeping services**
For the common and amenity areas of Aspen Fire Place to maintain high standards of

cleanliness, safe and sanitary facilities for community enjoyment.

- **Engineering services**

Over and above the routine maintenance needs, the TRG has in house engineers trained on Building Automation Systems, Water Systems, boiler controls and other specialties to best serve ownership.

5. **Capital Projects Management Services**

The Romero Group is uniquely qualified and poised to assist Aspen Fire Place in the all-important effort of long range improvements planning and implementation. We are property managers, but we are also experienced development and construction managers, engineers, and expert systems technicians. We have the capabilities, relevant experiences, and key relationships to bring about a solid and comprehensive baseline capital reserve study, from which we can work closely with the board to develop and execute a long range plan for needed improvements. Our financial acumen can further assist Aspen Fire Place with strategies to build capital reserve funds on a more disciplined, regular approach that will put the development in a strong fiscal position, greatly improving both the perceived and actual value of Aspen Fire Place for Renters and Owners alike. These services include –

- **Reserve Study Facilitation (included in Management Fee)**

Establish a full “baseline” study for Aspen Fire Place (and provide updates) to the study as needed to properly plan for and forecast future needs.

- **Project Management (not included in Management Fee)**

For projects large and small that The Romero Group can properly support with the appropriate expertise.

- **Owner’s Representation (not included in Management Fee)**

Services for projects that require significant outside expertise.

- **Coordination and Supervision of Specific Commissioning, Punch List, and Warranty Issues (not included in Management Fee)**

The Romero Group, with Owner direction, can administer Warranty and other issues specific to new construction that is outside of the normal scope of Property

Management. TRG charges on a time and materials basis for administering to these specific issues.

6. **The Romero Group Added Values**

Equally important to the basic services offered in this proposal, we bring a unique set of differentiated abilities and services Aspen Fire Place that need to be considered when choosing your property manager. To wit, we offer the following:

- **Neighborhood Politics and Entitlements Advocacy**

Dwayne Romero and the team have deep relationships throughout the community, both in the public and private sectors. We use these relationships in an open way to protect and enhance our clients' needs and priorities. As in most communities, the stakes are high when it comes to land use matters. The Romero Group will represent Aspen Fire Place interests and priorities in order to protect and preserve values.

- **Added "Checks and Balances" provided by Principals**

Knowing the intensity of use by the peak seasons, it becomes an added bonus to have our owner/principals close and proximate to the properties that we manage. Our four owners are immediately available to deploy to the property for that extra level of attention when the property is maxed in occupancy or experiences an unforeseen emergency. We get it; we appreciate and care for the communities we serve, and are eager to provide the same level of attention to Aspen Fire Place.

- **Vendor Negotiating Power and Scale Economies**

Given the breadth of management contracts in place, The Romero Group is able to bring additional negotiating power and strength when establishing Vendor contracts for our clients. As a matter of course we regularly (and specifically during the formation of new annual budgets) review existing contracts for completeness and appropriateness, as well as for cost-effective pricing. As an example, The Romero Group actively manages vendors covering audit services, snow plowing, landscaping, and HVAC repair and thus we can immediately bring added value in these relationships as they come up for renewal or rebid.

The Romero Group Biographies

Dwayne Romero

President and CEO

Dwayne Romero has over 26 years' experience in resort real estate development and operations and brings a broad range of leadership capabilities and experience. Previously, he served as General Manager of Snowmass Hospitality and President of Related Colorado where he was responsible for all day-to-day general management of the company's business operations in Aspen and Snowmass Village including all resort activities and on-going resort retail operations at the Snowmass Mall and at the Snowmass Center.

Prior to Related and Snowmass Hospitality, Dwayne served on the executive staff of Hines during the development of the Base Village at Aspen Highlands Village and Five Trees PUD, and he was the managing partner and co-founder of Steeplechase Development Partners. He is a two-term Aspen City Councilman, current Aspen School District Board Member, and a graduate of the United States Military Academy at West Point. Additionally, Dwayne earned an MBA from Harvard Business School.

Shawn Gleason

Chief Financial Officer

Shawn Gleason has over a decade of career experience in real estate development, management, and investment, specializing in mountain resort communities in the Rocky Mountains. He is the former Vice President of Accounting & Finance of Related Colorado, an operating division of Related Cos., the \$20 billion international real estate development and investment firm headquartered in New York. As Chief Financial Officer for The Romero Group, Shawn is responsible for all of the company's accounting and control functions as well as all HOA accounting services.

Jim Korpela

Chief Operations Officer

Jim Korpela has over 20 years of career experience in special district and association management, property management, guest services and real estate development management. He is the former Director of Maintenance and Engineering for Snowmass Hospitality, an operating division of Related Cos., the \$20 billion international real estate development and investment firm headquartered in New York. Jim currently serves as Chief Operating Officer for The Romero Group. Responsibilities include overall operations budgeting, energy and efficiency initiatives, project management, maintenance management, service contract administration and capital improvements. Jim earned his BS in

Engineering from the United States Military Academy at West Point and his MS in Engineering from CU Boulder.

Jerome Simecek

Vice President of Operations

Jerome Simecek has over 27 years of career experience in association management, property management, guest services and hotel operations management. He is the former Director of Operations for over two hundred condominiums, 12 Home Owners Associations, and maintenance operations at the Snowmass Mall and the Snowmass Center managed by Snowmass Hospitality. These responsibilities included budgeting, insurance, service contracts, property reviews, and general administration. Jerome currently serves as Vice President of Operations for The Romero Group.

Matt Ciminelli

Leasing and Assistant Property Manager

Matt Ciminelli moved to the Roaring Fork Valley in 2019. He has a wide range of experience in real estate development, construction, property management, and leasing. Matt graduated from Canisius College with a Bachelor of Science in Business Management in 2008, during which he also studied abroad in Florence, Italy. He later achieved his Master of Real Estate Development graduate degree from the University of Utah in 2015.

Matt currently is the Leasing Manager for Willits Seven North Apartments, Lumen Apartments and One10 Harris Apartments in the Willits area of Basalt.

Fire Place (AFPD Housing) - TRG Labor Schedule Estimate

	Winter 21 weeks Nov 25-April 14							Summer 15 weeks June 3-Sept 15							Off Season 16 Weeks April 14-June 3 & Sept 16 to Nov 24							Annual Labor
	Estimated Hours per Service	# of Services per week	Hours Per week	# of weeks	Total Hours per Season	AVG Bill Rate	Total Cost of Service	# of Services per week	Hours Per week	# of weeks	Total Hours per Season	AVG Bill Rate	Total Cost of Service	# of Services per week	Hours Per week	# of weeks	Total Hours per Season	AVG Bill Rate	Total Cost of Service			
6310-Building Maintenance-TRG	1	1	1	21	21	\$47	\$987	1	1	15	15	\$47	\$705	1	1	16	16	\$47	\$752			
Property Checks	0.5	1	0.5	21	10.5	\$47	\$494	1	0.5	15	7.5	\$47	\$353	1	0.5	16	8	\$47	\$376			
BBQ Propane Replacement	1	0.5	0.5	21	10.5	\$47	\$494	0.5	0.5	15	7.5	\$47	\$353	0.5	0.5	16	8	\$47	\$376			
Exterior Structure Repairs	1	1	1	21	21	\$47	\$987	2	2	15	30	\$47	\$1,410	2	2	16	32	\$47	\$1,504			
Exterior Sidewalk Cleanup	0.33	2	0.66	21	13.86	\$47	\$651	2	0.66	15	9.9	\$47	\$465	2	0.66	16	10.56	\$47	\$496			
Trash dumpster			3.7				\$3,612						\$3,285						\$3,504			
Painting - TRG	1	0.25	0.25	21	5.25	\$47	\$247	0.25	0.25	15	3.75	\$47	\$176	0.25	0.25	16	4	\$47	\$188			
Painting (exterior)	2	2.5	5	5	105	\$47	\$4,935	0	0	0	0	\$47	\$-	0.5	1	16	16	\$47	\$752			
Snow Removal	2	0	0	21	0	\$47	\$-	2	1.5	15	22.5	\$47	\$1,058	2	1.5	16	24	\$47	\$1,128			
Landscaping	0.75	0	0	21	0	\$47	\$-	3.5					\$2,468						\$2,632			
Irrigation	0.33	1	0.33	21	6.93	\$47	\$326	1	0.33	15	4.95	\$47	\$233	1	0.33	16	5.28	\$47	\$248			
Parking Enforcement	0	0	0	21	0	\$47	\$-	0	0	0	0	\$47	\$-	0	0	0	0	\$47	\$-			
Parking Enforcement	0	0	0	21	0	\$47	\$-	0	0	0	0	\$47	\$-	0	0	0	0	\$47	\$-			
Landscaping & Irrigation	2	0	0	21	0	\$47	\$-	0	0	0	0	\$47	\$-	0	0	0	0	\$47	\$-			
Landscaping	2	0	0	21	0	\$47	\$-	1	2	15	30	\$47	\$1,410	1	2	16	32	\$47	\$1,504			
Irrigation	0.75	0	0	21	0	\$47	\$-	2	1.5	15	22.5	\$47	\$1,058	2	1.5	16	24	\$47	\$1,128			
Parking Enforcement	6	0	0	21	0	\$90	\$-	0	0	0	0	\$90	\$-	0	0	0	0	\$90	\$-			
HVAC	0.5	1	0.5	21	10.5	\$90	\$945	0	0	15	0	\$90	\$-	0	0	15	0	\$90	\$-			
Mechanical Checks (snowmelt)	1.5	0	0	21	0	\$90	\$-	0.25	0.375	15	5.625	\$90	\$506	0.25	0.375	16	6	\$90	\$540			
HVAC Cleaning (rooftop)	0.5	0	0	21	0	\$90	\$-	0.5	0.5	15	7.5	\$90	\$675	0.5	0.5	16	8	\$90	\$720			
HVAC Repairs & Maintenance	0	0	0	21	0	\$90	\$-	0	0	0	0	\$90	\$-	0.125	0.75	16	12	\$90	\$1,080			
HVAC Filters	0	0	0	21	0	\$90	\$-	0.875					\$1,181						\$2,700			
Unit Repairs & Maintenance	0	1	0	21	0	\$52	\$-	3	0	15	0	\$52	\$-	2	0	16	0	\$52	\$-			
Contractor Warranty Management	3.5	0.25	0.875	21	18.375	\$47	\$864	0.25	0.875	15	13.125	\$47	\$617	0.25	0.875	16	14	\$47	\$658			
Move-in/Move-out Repairs & Maintenance	1.25	0.25	0.3125	21	6.5625	\$47	\$308	0.25	0.313	15	4.6875	\$47	\$220	0.25	0.313	16	5	\$47	\$235			
Unit Work Orders	1	0.25	0.25	21	5.25	\$47	\$247	0.25	0.25	15	3.75	\$47	\$176	0.25	0.25	16	4	\$47	\$188			
Move-in/Move-out Inspections	0	1.4375	1.4375	21	30.1875	\$47	\$1,419	1.438					\$1,013	1.438					\$1,081			
Garage Repairs & Maintenance	2	1	2	21	42	\$47	\$1,974	1	2	15	30	\$47	\$1,410	1	2	16	32	\$47	\$1,504			
Parking Lot/Garage Sweeping	8	0	0	21	0	\$47	\$-	0.087	0.533	15	8	\$47	\$376	0.0825	0.5	16	8	\$47	\$376			
Parking Lot/Garage Power Washing	2	2	4	21	84	\$47	\$3,928	2.533					\$1,786	2.5					\$1,880			
Common Area Housekeeping	0.5	2	1	21	21	\$42	\$882	2	1	15	15	\$42	\$630	2	1	16	16	\$42	\$672			
Elevator	0.5	1	0.5	21	10.5	\$42	\$441	0.5	0.5	15	7.5	\$42	\$315	0.5	0.5	16	8	\$42	\$336			
Storage Room	2	2	4	21	84	\$42	\$3,528	2	4	15	60	\$42	\$2,520	2	4	16	64	\$42	\$2,688			
Fitness Center	0.5	2	1	21	21	\$42	\$882	2	1	15	15	\$42	\$630	2	1	16	16	\$42	\$672			
Public Bathrooms (near fitness)	0.75	1	0.75	21	15.75	\$42	\$662	1	0.75	15	11.25	\$42	\$473	1	0.75	16	12	\$42	\$504			
Stairwells	0	7.25	7.25	21	151.25	\$42	\$6,395	7.25					\$4,568	7.25					\$4,872			
On Call	1	7	7	21	147	\$10	\$1,470	7	7	15	105	\$10	\$1,050	7	7	16	112	\$10	\$1,120			
After Hours On Call (daily charge)							\$-						\$-						\$-			

AFP Labor by Season \$ 22,267 \$ 15,760 \$ 18,977 \$ 57,005

Total Annual AFP Labor Estimate \$ 57,005

OPT 1 Fire Place
only



EMBERS

Property Management

Property Management Proposal

Prepared for:

Aspen Fire Housing Project
Rick Balentine, Aspen Fire Chief
Aspen Fire Department
North 40 Station
Aspen, CO 81611

Prepared by:

Embers Property Management LLC
Megan Rodman, Owner
e: megan@emberspropertymanagement.com
a: PO Box 1687, Aspen CO 81611
p: 530.574.4178

ABOUT

Embers Property Management LLC is a professional residential management company, servicing homeowner associations, condominiums, townhouses, apartment buildings and privately owned homes in Aspen, CO.

Luxury is in the details, and Embers Property Management offers a variety of services with the sole goal of taking care of your property, so you can own your own time.

Your property management package will be customized specifically to you, to meet the needs of both the Board of Directors, as well as each individual owner. Providing outstanding customer service through sincerity and integrity is our top priority.

PROPERTY MANAGEMENT SERVICES

Embers Property Management LLC provides a range of property management services in the areas of fiscal, administrative and building management.

Fiscal Services

- Collection of all owner dues/rent
- Provide owners/renters with Statements of Account and Invoices
- Payment of building bills
- Monthly reconciliation of bank accounts
- Generate the following accounting reports for distribution to the Board via QuickBooks:
 - Budget Analysis and preparation
 - General Ledger Report
 - AR Aging Summary
 - Profit and Loss Report
 - Balance Sheet
 - Check Register

Administrative Services

- Write lease agreements for renters, handle security deposits, and provide move-in/move-out services
- Administration and enforcement of building governing documents, rules and regulations
- Communicate with the Board and owners/renters promptly regarding all questions, concerns and complaints
- Implement Board directed projects



- Board meeting attendance as requested
- Records and file maintenance and electronic archiving
- Bid specifications and solicitation
- Contract monitoring, and yearly review
- Provide recommendations for insurance, monitor insurance, and act as insurance liaison for building
- Maintenance of building website
- Work with building attorney regarding issues that may arise due to non-payment or non-compliance with governing documents, rules and regulations
- After-hours emergency assistance services *additional charges may apply

Building Management

- Weekly building and grounds inspection
- Work with maintenance staff to identify areas of the building and common area that require improvement or maintenance
- Maintain a maintenance schedule
- Process minor repairs and maintenance requests
- Supervise all capital improvement projects and building or unit remodels and construction
- Follow regular, written inspection requirements
- Parking enforcement
- Monitor security cameras in building *when requested, additional charges may apply

PRICING

Property Management Services	\$1,950.00/ month
Special Projects <i>*When requested</i>	\$65.00/ hour
Emergency Services <i>*Billed per occurrence</i>	\$97.50/ hour

**Pricing is based off of working an average of 30 hours a month at \$65.00/hour.*

CONCLUSION

I thank you for taking the time to read this proposal for property management services at the Aspen Fire Housing Project.



The management agreement is a one-year contract, with a 30-day cancellation policy.

I would be more than happy to discuss with you further this proposal and the services offered, should you wish to fine tune pricing and property manager expectations.

If you have any questions, please feel free to contact me at your convenience either by email at megan@emberspropertymanagement.com or by phone at (530) 574-4178.

Thank you for your consideration,

Megan Rodman

Embers Property Management LLC, Owner

OPT- Fire Place,
st. 62, st. 63, ST64



EMBERS

Property Management

Property Management Proposal

Prepared for:

Aspen Fire District
Rick Balentine, Aspen Fire Chief
Headquarters - Station 61
420 East Hopkins Ave
Aspen, CO 81611

Prepared by:

Embers Property Management LLC
Megan Rodman, Owner
e: megan@emberspropertymanagement.com
a: PO Box 1687, Aspen CO 81611
p: 530.574.4178
w: emberspropertymanagement.com

ABOUT

Embers Property Management LLC is a professional residential management company, servicing homeowner associations, condominiums, townhouses, apartment buildings and privately owned homes in Aspen, CO.

Luxury is in the details, and Embers Property Management offers a variety of services with the sole goal of taking care of your property, so you can own your own time.

Your property management package will be customized specifically for you, to meet the needs of the Aspen Fire District, as well as its employees. Providing outstanding customer service through sincerity and integrity is our top priority.

PROPERTY MANAGEMENT SERVICES

Embers Property Management LLC provides a range of property management services in the areas of fiscal, administrative and building management.

Fiscal Services

- Collection of all employee rent
- Provide renters with monthly Statements of Account and Invoices
- Payment of building bills
- Monthly reconciliation of bank accounts
- Generate the following accounting reports for distribution to the Aspen Fire Chief via QuickBooks:
 - Budget Analysis and preparation
 - General Ledger Report
 - AR Aging Summary
 - Profit and Loss Report
 - Balance Sheet
 - Check Register

Administrative Services

- Write lease agreements for renters, handle security deposits, and provide move-in/move-out services
- Administration and enforcement of building governing documents, rules and regulations
- Communicate with the Fire Chief and renters promptly regarding all questions, concerns and complaints

- Implement projects directed by the Fire Chief
- Aspen Fire District Board meeting attendance, as requested
- Records and file maintenance and electronic archiving
- Bid specifications and solicitation
- Contract monitoring and yearly review
- Provide recommendations for insurance, monitor insurance, and act as insurance liaison for building
- Maintenance of building website
- Work with building attorney regarding issues that may arise due to non-payment or non-compliance with governing documents, rules and regulations
- After-hours emergency assistance services (**additional charges may apply*)

Building Management

- Weekly building and grounds inspection
- Work with maintenance staff to identify areas of the building and common area that require improvement or maintenance
- Maintain a maintenance schedule
- Process minor repairs and maintenance requests
- Supervise all capital improvement projects and building or unit remodels and construction
- Follow regular, written inspection requirements
- Parking enforcement
- Monitor security cameras in building (**when requested, additional charges may apply*)

PRICING

Property Management Services for: <ul style="list-style-type: none"> • <u>North 40 - Station 62:</u> 1 bedroom apartment and new Fire Place Housing project (3 buildings + townhome) • <u>Woody Creek - Station 63:</u> 2 bedroom apartment • <u>Aspen Village - Station 64:</u> storage lot 	\$2,275/ month
Special Projects <i>*When requested</i>	\$65.00/ hour
Emergency Services <i>*Billed per occurrence</i>	\$97.50/ hour

**Pricing is based off of working an average of 35 hours a month at \$65.00/hour.*

CONCLUSION

I thank you for taking the time to read this proposal for property management services at the North 40 - Station 62, the Woody Creek - Station 63, and the Aspen Village - Station 64.

The management agreement is a one-year contract, with a 30-day cancellation policy.

I would be more than happy to discuss with you further this proposal and the services offered, should you wish to fine tune pricing and property manager expectations.

If you have any questions, please feel free to contact me at your convenience either by email at megan@emberspropertymanagement.com or by phone at (530) 574-4178.

Thank you for your consideration,

A handwritten signature in black ink that reads "Megan Rodman".

Embers Property Management LLC, Owner



MANAGEMENT AGREEMENT

BETWEEN

The Aspen Fire District

AND

Embers Property Management LLC

This Agreement is made this insert date day of insert month, 20 insert year by and between the Aspen Fire District through the Aspen Fire Chief (hereinafter called the “**Association**”), relating to Property Management of properties located at 043 Sage Way Road (North 40 – Station 62), 7907 Upper River Road (Wood Creek – Station 63), and 31350 Highway 82 (Aspen Village – Station 64) and Embers Property Management, a Colorado Limited Liability Cooperation (hereinafter called the “**Managing Agent**”).

Whereas, the **Association** desires to have management services performed by the **Managing Agent**, and the **Managing Agent** desires to perform said management services for the **Association** in return for the payment of a fee.

Now Therefore, the parties hereto agree as follows:

1. TERM

1.1 The **Association** hereby designates the **Managing Agent** as independent contractor to perform management services as stated herein for a period of twelve (12) months, from start date through end date (“Termination Date”). **Association** may elect to terminate this Agreement, prior to the Termination Date, with or without cause and without payment of a termination fee upon thirty (30) days' written notice to **Managing Agent**. **Managing Agent** may elect to terminate this Agreement, with or without cause and without payment of a termination fee, prior to the Termination Date upon thirty (30) days' written notice to **Association**. Following the Termination Date unless either party has given written notice of its election to terminate this Agreement, this Agreement shall continue upon the same terms and conditions on an annual basis until this Agreement is otherwise

terminated by either party in accordance with the notice provisions set forth in this paragraph.

2. MANAGING AGENT AS INDEPENDENT CONTRACTOR

2.1 **Managing Agent** shall operate as an independent contractor and shall not be considered as an employee of the **Association** for any purpose. It shall not be entitled to participate in any plans, arrangements or distributions by the **Association** pertaining to or in connection with any benefits for regular employees, including but not limited to Social Security contribution and tax withholding. **Managing Agent** shall provide its own insurance, including but not limited to liability insurance, Workman's Compensation, errors and omissions insurance and fidelity bond insurance, in an amount satisfactory to the **Association**. To be satisfactory to the **Association**, insurance coverage shall be reasonable in light of potential claims from all associations managed by **Managing Agent**. The **Association** shall be named as a co-insured party, and certificates of insurance shall be provided to the **Association**. **Managing Agent** shall use independent discretion in the fulfillment of the terms of this Agreement, but the services performed by **Managing Agent** must meet the quality standards of the **Association**. Independent discretion involves determination by **Managing Agent** of the means and methods of accomplishing the results requested by the **Association**.

3. GENERAL SCOPE OF SERVICES PROVIDED BY MANAGING AGENT

3.1 Without limiting the scope of **Managing Agent's** duties as further specified herein, **Managing Agent** shall assist and cooperate with the **Association** in the operation and management of the Common Elements and **Association**, including administration, communications, finances, property management, establishing policies, and enforcement of governing documents, to the standards established by the **Association**, and shall confer with the Aspen Fire Chief of the **Association** in the performance of its duties. **Managing Agent** shall appoint a trained professional employee to assist in the performance of its duties.

3.2 **Managing Agent** accepts the relationship of trust and confidence established between itself and **Association** by virtue of entering into this Agreement. **Managing Agent** agrees to furnish its best skill and judgment and to cooperate in furthering the interests of the **Association**. **Managing Agent** agrees to furnish efficient business administration and supervision and to perform its responsibilities for the best interests of the **Association**.

3.3 The services provided under this Agreement by the **Managing Agent** may be amended at any time by written agreement between the **Association** and **Managing Agent**. The fee specified herein will be changed as mutually agreed effective the first of the month following agreement on the amended terms and conditions.

3.4 The **Managing Agent** will take direction only from the Aspen Fire Chief, as set out in a proper resolution, or as directed by the Officers of the **Association**, acting within the scope of delegated or apparent authority. The **Association** hereby grants

authority to the **Managing Agent** to perform all services contained herein on behalf of the **Association**. **Managing Agent** shall be under no obligation to follow the directions or to accommodate the **Association's** tenants and shall only be obligated to follow the directions of **Association's** Fire Chief and designated officers. However, **Managing Agent** will consult with the officers of the **Association** when material questions arise relating to a request of an individual tenant.

4. SPECIFIC DUTIES OF MANAGING AGENT

4.1 The **Managing Agent** agrees to perform the specific duties and services listed herein in the name of and on behalf of the **Association**. The **Association** hereby grants the **Managing Agent** the authority and powers required to perform such duties and services.

5. ACCOUNTING SERVICES

5.1 Receipt of Assessments. The **Managing Agent** shall exercise reasonable diligence in an effort to collect all rent and other charges due from Tenants and shall receive or account for receipt of all rent and other charges due to the **Association**. The **Association** agrees that payment of rent may be made directly to the **Association** in care of the management company. The method of payment will be determined by the **Association** and subject to change as dictated by the **Association**.

5.2 Monthly Accounting. The **Managing Agent** will maintain records showing receipts and expenditures of the **Association** and submit to the **Association** on a monthly basis the following reports: operating statement, cash flow analysis, balance sheet, income statement, statements comparing actual income and expenses to budgeted income and expenses, aging and delinquency reports, and check disbursements, together with any other reports reasonably required by the **Association**. All financial reporting shall be in accordance with generally accepted accounting principles. If the **Managing Agent** has maintained accounting records for at least one year, a comparative income statement will be provided. Notwithstanding anything herein to the contrary, for any duty of the **Managing Agent** to provide information to the **Association**, the information presented, the level of detail required, and the format of display shall be determined by the **Association** and is subject to change from time to time.

5.3 Invoice Review and Payment. **Managing Agent** shall disburse from **Association** funds, in a timely manner so as to avoid late charges or penalties, all proper charges and authorized obligations incurred by the **Association** as directed by the Aspen Fire Chief, including without limitation, all amounts due for insurance premiums, taxes, governmental fees, licenses or charges, or other obligations of **Association**, and sums otherwise due and payable as operating expenses, including compensation for employees and independent contractors. The **Managing Agent** will review all invoices for accuracy and ensure completion of contracted services before recommending payment. Completion may be determined by visual inspection, by homeowner's written certification, or by contractor certification as determined by the **Association**.

5.4 Banking. **Managing Agent** shall establish and maintain in a federally insured depository such operating accounts and reserve accounts in **Association's** name, and monitor an investment program, as approved by the Aspen Fire Chief. Funds shall not be commingled with funds of any other party and shall be maintained in a manner to indicate the custodial nature thereof for the deposit of the monies of **Association**. Authority to draw thereon for any of the obligations incurred pursuant to this Agreement will require written approval of the Aspen Fire Chief (such as on a Bank Signature Approval card) for signatures by one person of whom shall be officer of the **Association**. The **Managing Agent** shall not be an authorized signer on the **Association's** accounts.

5.5 Accounts Receivable Follow-up. The **Managing Agent** will pursue collection of all delinquent accounts on a monthly basis in accordance with policies established by the Aspen Fire District.

5.6 Lien Notice and Lien Releases. If directed by the Aspen Fire Chief, the **Managing Agent** shall request the **Association's** attorney to file notices of lien and notices of lien release as necessary in the collection process.

5.7 Budget Preparation. At least ninety (90) days prior to the commencement of each fiscal year, **Managing Agent** shall prepare an operating budget setting forth an itemized statement of the anticipated receipts and disbursements for the new fiscal year and determine the proposed schedule of monthly assessments proposed for the new fiscal year, including reserves requirements. The budget shall be modified and approved by the Board of Directors prior to implementation and **Managing Agent** shall submit the approved budget to the **Association's** Members in accordance with Section 38-33.3-303(4) of the Colorado Common Interest Ownership Act.

5.8 Reserve Planning. The **Managing Agent** shall cooperate with and assist the **Association** and its agents in preparing reserve expenditure plans.

5.9 Audit/Review/Compilation. The **Managing Agent** will solicit proposals for audits, reviews or compilation from CPA firms as directed by the Aspen Fire Chief and will cooperate with the accountants as necessary. The cost of such services shall be borne by the **Association**.

5.10 Tax Return Preparation. The **Managing Agent** will cause state and federal tax returns for the **Association** to be prepared by a CPA on a timely basis so as not to incur any penalties, late charges or interest.

6. CONTRACT ADMINISTRATION

6.1 Administration. Except as otherwise specified in this contract, the **Managing Agent** will administer contracts between the **Association** and contractors for maintenance of the Common Elements to ensure that contracted services are performed in a satisfactory manner. Performance of this service shall include, without limitation, solicitation of bids, summation of bids with recommendations to the Aspen Fire Chief,

processing of all invoices, informing the contractor when there are problems with performance, and inspecting any work when completed to visually ensure that work is completed. All such contracts shall be in writing and shall be approved in advance by the **Association**. No such personnel or independent contractors shall have any ties or relationships with **Managing Agent**, and **Managing Agent** shall not profit therefrom, unless prior disclosure is given in writing to **Association**.

6.2 Bid Specifications. The **Managing Agent** will, at the direction of the **Association**, prepare bid specifications of those items which the **Managing Agent** feels qualified, solicit bids for contracts, review bids, check references of bidders, and make recommendations to the **Association**. If the **Managing Agent** is not qualified in the type of work requiring specifications, at the request of the **Association**, the **Managing Agent** will coordinate specification preparation with engineers or other professionals as required, the cost of such professional to be an expense of the **Association**. The Board of Directors will make all final decisions on contractor selection when bidding is involved.

7. MAINTENANCE AND SERVICE CONTRACT ADMINISTRATION

7.1 Work Orders. The **Managing Agent** will, subject to authority granted by the Aspen Fire Chief, and the limitations of the **Association** budget, assign work orders to contractors for routine maintenance and repairs and contract for services to be provided to the **Association**. The **Managing Agent** will also provide follow-up to ensure that assigned work is satisfactorily completed or reassigned, if necessary. The **Managing Agent** will make reasonable attempts to ensure compliance by any contractor in the performance of their work under any contracts for routine maintenance or services. The **Managing Agent** shall assure that work performed for the **Association** is performed only by those contractors who have provided proof of general liability insurance and workers' compensation insurance prior to commencement of the work.

7.2 Utilities, Equipment and Supplies. The **Managing Agent** shall make contracts in the name of **Association** for water, electricity, gas and other necessary utilities and services, and place orders for such equipment, tools, appliances, materials and supplies as are necessary to maintain **Association**. Such services will be obtained at the expense of the **Association** and are subject to approval from the Aspen Fire Chief.

7.3 Common Elements. **Managing Agent** shall cause the Common Elements to be maintained in a timely and expedient manner in accordance with the standards established by the Aspen Fire Chief including but not limited to, exterior painting and decorating, plumbing, carpentry, snow removal and such other normal landscape, building and Common Elements maintenance and repair work as may requested by **Association** or as may be necessary within the limits of the previously approved budget or any amended budget approved by **Association's** Board of Directors. **Managing Agent** shall take such action as may be necessary to comply promptly with any and all orders or requirements affecting the Common Elements placed thereon by any federal, state, county or municipal authority having jurisdiction thereof, and any orders of the Board of Fire Underwriters or other similar bodies. **Managing Agent**, however, shall not take any action under this

paragraph so long as **Association** is contesting or has affirmed its intention to contest any such order or requirement. **Managing Agent** shall promptly, and in no event later than 72 hours from time of their receipt of such notice, notify **Association** in writing of all such orders, notices or requirements.

7.4 Authority to Authorize Work; Emergencies. Any expenses of less than \$ insert amount, which are consistent with the budget, may be incurred by the **Managing Agent** on behalf of the **Association** without approval of the Aspen Fire Chief except that emergency repairs or services may be authorized by the **Managing Agent** regardless of cost. Emergency repairs or services are those which, if not immediately undertaken, shall result in substantial further costs or losses to **Association** or member property, or which immediately threaten the health or safety of any person. The **Managing Agent** will assign appropriate independent contractors to resolve any emergency situations.

8. INSURANCE SERVICES

8.1 Association's Insurance. The **Managing Agent** will ensure that quotes for insurance coverage are obtained as required by the **Association's** Declaration and as such may be supplemented by the Board of Directors and will obtain such insurance as required by the Declaration and as directed by the Board of Directors. All insurance coverage required shall be placed with such financially sound (such as Best's rated A+ or better) companies as may be acceptable to **Association**. The **Managing Agent** will maintain records of all insurance carried by the **Association**, including maintaining all original insurance policies. The **Managing Agent** will cooperate with the insurance company in investigation and reporting of all accidents and claims for damage and will fill claims on behalf of the **Association**.

9. MEETINGS

9.1 Meeting Notices. The **Managing Agent** will prepare and mail out all notices, ballots, proxies, and the like, for the annual meeting and any special meetings of the **Association**, and for special meetings of the Board of Directors.

9.2 Meeting Attendance. A qualified representative of the **Managing Agent** knowledgeable in the affairs of the **Association** will attend annual meetings of the **Association** and meetings of the Board of Directors, if requested by the Board or the Aspen Fire Chief, to provide information, answer questions, give advice, and obtain instructions in furtherance of **Managing Agent's** duties herein.

10. ADMINISTRATIVE SERVICES

10.1 Membership Relations. **Managing Agent** shall maintain businesslike relations with all **Association** Tenants. All service requests which are the responsibility of **Association** shall, to the extent appropriate, be received and considered by **Managing Agent** and action shall be taken, if appropriate. Complaints shall, after thorough investigation, be reported to the Aspen Fire Chief with appropriate recommendations. **Managing Agent** shall provide to the **Association's** members copies of such rules,

regulations and notices as may be promulgated by **Association** from time to time.

10.2 Administrative Support. The **Managing Agent** will provide clerical and secretarial support as required to accomplish all services required herein.

10.3 Corporate Reports. The **Managing Agent** will prepare for the execution and filing by **Association**, all forms, reports and returns required by law relating to the employment of personnel for unemployment insurance, worker's compensation disability benefits, Social Security and other taxes now in effect or hereafter imposed, and submit corporate report renewals when required by the Colorado Secretary of State.

10.4 Tenant List. The **Managing Agent** will maintain a current and up-to-date Tenant list.

10.5 Invoices. The **Managing Agent** will e-mail invoices to new tenants within thirty (30) days of notification of change in lease agreement and email invoices to all tenants monthly.

10.6 Mail. The **Managing Agent** will collect **Association** mail, open mail, take action if authorized, and distribute other mail as directed. Mail delivery will be at a post office box or address of the **Association's** choice.

10.7 Attorney Liaison. The **Managing Agent** will provide liaison and reports between the **Association** and the **Association's** designated attorney.

10.8 Court Appearances. The **Managing Agent** will attend court regarding delinquency or other matters, if requested by the **Association's** attorney or **Association's** Fire Chief, on behalf of the **Association**.

11. COMMUNICATION WITH BOARD OF DIRECTORS

11.1 Board Packets. At least one week before each regularly scheduled meeting of the Board of Directors, if **Managing Agent** is asked to attend, the **Managing Agent** shall provide information, reports, financial statements, and updates to each of the members of the Board of Directors and the Aspen Fire Chief.

12. INSPECTIONS

12.1 The **Managing Agent** will make physical inspections of the community at least once per week. Physical inspections will include the following: a drive through the community in total with an intent of determining the general condition of the grounds and, from the street, whether there exist architectural, covenant or rule violations; a walk-through of common areas as necessary to inspect problems which have been presented or reported by members; detailed walk-through inspections at least twice per year; walk-through inspections during contracts with an intent of determining status of work and to address any obvious non-compliance; and a walk-through for visual inspection of the completion of any contracted work with the exception of roofing which will be observed

from the ground level.

13. NOTIFICATION TO ALL NEW TENANTS

13.1 The **Managing Agent** will distribute to new **Association** tenants regarding the **Association** and assessments within thirty (30) days of notification by the Aspen Fire District of a change in lease agreement with the **Association**.

14. ARCHITECTURAL CONTROL

14.1 The **Managing Agent** will maintain logs showing receipt and progress leading to approval of design review requests, and ensure they are presented to the Design Review Committee, notify owners of actions taken by the committee, and answer questions regarding architectural control and design review issues.

15. COVENANT/RULE ENFORCEMENT

15.1 The **Managing Agent** will maintain logs showing progress of covenant and rule enforcement issues from discovery through resolution and provide administrative support and inspections during the process. The **Managing Agent** will send notifications to the tenant in accordance with policies adopted by the Aspen Fire District, and will seek advice of the Aspen Fire Chief for any issues not resolved in the early stages. The **Managing Agent** will not be required to trespass on private property or take action that is contrary to law.

17. REGISTERED AGENT

17.1 The **Managing Agent** will be designated as the Registered Agent of the **Association**. The **Managing Agent** will prepare and file all necessary documents with the Secretary of State at the inception of this Agreement. Upon termination of this Agreement, **Managing Agent** will withdraw as registered agent of the **Association**.

18. ASSOCIATION RECORDS

18.1 All records of the **Association** not required by the Board of Directors to be on the **Association's** premises shall be kept at **Managing Agent's** office. All records, except those protected by law, shall be subject to examination and photocopying by the **Association's** tenants in accordance with the provisions of the Colorado Common Interest Ownership Act, the Colorado Revised Nonprofit Corporation Act, and any policies adopted by the Board of Directors. All books, records, programs, and documents prepared, developed, and implemented pursuant to this Agreement shall be the property of **Association**, and shall be turned over to **Association** by **Managing Agent** immediately upon termination of this Agreement.

19. COMPENSATION OF MANAGING AGENT

- 19.1 The **Association** shall compensate the **Managing Agent** as follows:
- a) For the services described in this Agreement, and not otherwise

itemized below, a fee of \$ insert fee per month.

- b) If extraordinary repairs are required to be made to the Common Elements, or extensive reconstruction of improvements on the Common Elements require oversight by the **Managing Agent**, or if **Managing Agent** is required to perform services not customarily a part of the services performed by a managing agent, additional compensation in an amount to be agreed upon in writing prior to the commencement of work between the parties shall be paid to **Managing Agent**; provided that prior to performing or arranging any service or activity which would result in such additional compensation, **Managing Agent** shall obtain specific written authority to proceed.
- c) Additional charges:

Special Projects	\$65.00/ hour
Emergency Services	\$97.50/ hour
Photocopies	\$0.35 per page
Envelopes	\$0.25 each
Labels	\$0.25 each

19.2 The fee will be due on the first of each month and will be payable monthly. The **Association** will reimburse the **Managing Agent**, at its cost, for miscellaneous expenses incurred during the month that are not otherwise authorized herein, that are solely for the benefit of the **Association**. A detailed accounting of all expenditures and fees earned will be provided on the **Managing Agent's** invoice.

20. INDEMNIFICATION

20.1 **Association's Indemnification.** The **Association** shall indemnify **Managing Agent**, its directors, officers, agents and employees and hold them harmless from all claims, loss, liability, damage, court costs, attorney's fees, amounts paid in settlement of claims and all other amounts incurred in defense of claims made, including, but not limited to, attorneys fees incurred with attorneys of **Managing Agent's** choice, witness fees and expert witness fees and reports which are actually and reasonably incurred in defending claims relating to the management of the **Association** or the Common Elements and to injuries, death or property damage suffered by any person while on or adjacent to **Association's** Common Elements, if the claims:

- a) Arise out of the conduct of **Managing Agent**, its directors, officers, agents and employees acting under the special instruction or at the specific request of **Association**.
- b) Arise out of the conduct of **Managing Agent**, its directors, officers, agents and employees acting within the scope of **Managing Agent's** duties pursuant to this Agreement.
- c) Arise out of the conduct of **Managing Agent**, its directors, officers, agents and employees which is not negligent or tortious.

20.2. **Managing Agent's Indemnification.** **Managing Agent** shall indemnify **Association**, its directors, officers, agents, members and employees and hold them

harmless from all claims, loss, liability, damage, court costs, attorney's fees, amounts paid in settlement of claims and all other amounts incurred in defense of claims made, including, but not limited to, attorneys fees incurred with attorneys of **Association's** choice, witness fees and expert witness fees and reports which are actually and reasonably incurred relating to **Managing Agent's** performance of this Agreement or management of the **Association** and its Common Elements and to injuries, damages, death or property damage suffered by any person while on or adjacent to **Association's** property, within **Association's** building(s), or on any part of the Common Elements, if the claims, loss, liability or damages arise out of the negligent or intentional acts or omissions or other tortious conduct of **Managing Agent**, its directors, officers, agents and employees or arise out of their negligence, tortious conduct, or failure to discharge properly **Managing Agent's** responsibilities under this Agreement. **Managing Agent's** shall obtain and maintain throughout the duration of this Agreement owned-vehicle insurance, errors and omissions insurance, and a broad form general commercial liability policy, to satisfy the above indemnification requirement, and shall provide a copy of such insurance policy to **Association**. Said general commercial liability policy shall be in an amount of \$2,000,000 aggregate for commercial general liability, provided, however, that **Managing Agent's** liability under this paragraph shall not be limited to its insurance policy coverages.

21. MISCELLANEOUS

21.1 Binding Obligation. This Agreement is for the benefit of the parties and constitutes a binding obligation upon the respective parties named hereunder, and their respective administrators, successors, and assigns. Notwithstanding the preceding sentence, **Managing Agent** shall not assign its interest under this Agreement without **Association's** prior written consent, which consent may be withheld in **Association's** sole and absolute discretion. Any such assignment without **Association's** consent shall be void.

21.2 Applicable Laws. This Agreement is deemed executed and delivered in the State of Colorado. The laws of the State of Colorado shall govern all questions relating to this Agreement.

21.3 Association Governing Documents. The **Managing Agent** will refer to the Declaration of Covenants, Conditions and Restrictions, the Articles of Incorporation and Bylaws of the **Association**, as they may be amended, together with any rules, regulations and policies adopted by the **Association** in carrying out its duties and providing services under this agreement and will take no actions that are contrary to such documents.

21.4 Entire Agreement. This Agreement is intended as a complete statement of the terms thereof, all negotiations, consideration and representations between the parties having been incorporated herein. All prior agreements or understandings shall be deemed merged herein. No variance or modification of this Agreement shall be valid or enforceable except by supplemental agreement in writing, executed and approved in the same manner of this Agreement.

21.5 Headings. All headings and captions used herein are for convenience only

and are of no meaning in the interpretation or effect of this Agreement.

21.6 Waiver. No provisions of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision shall not be construed as a waiver of any other term or provision.

21.7 Invalidity. If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions. Such remaining provisions shall be fully severable, and this Agreement shall be construed and enforced as if such invalid provisions never had been inserted in the Agreement.

21.8 Attorneys Fees. In the event of any litigation arising out of or for the enforcement of the terms of this Agreement, the prevailing party shall be entitled to an award of its reasonable attorney fees.



The parties have executed this Agreement effective the day and year first stated above in full understanding and agreement to the terms and conditions herein.

MANAGING AGENT: Embers Property Management LLC

Signature: _____

Title: Megan Rodman, Owner

Date: _____

ASSOCIATION: Aspen Fire District

Signature: _____

Title: Aspen Fire Chief

Date: _____



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OPERATIONAL RESPONSE REPORT:

TOTAL CALLS FOR APRIL	161
Fire (i.e. structure, cooking fire, dumpster, wildland)	4
Overpressure Rupture, Explosion, Overheat (No Fire) (i.e. rupture from steam, overpressure rupture from air or gas, chemical reaction, explosion, excessive heat/scorch burns)	1
Rescue & Emergency Medical (i.e. medical assist, vehicle accidents, removal from elevator, extrications, water/ice rescue)	11
Hazardous Condition (i.e. gas leak, chemical spill, electrical/wiring problem, carbon monoxide, aircraft standby, vehicle accident clean up)	12
Service Call (i.e. smoke/odor removal, assist other agency, person in distress, water problem, animal problem)	9
Good Intent Call (i.e. dispatched and cancelled enroute, authorized controlled burning, steam/vapor/dust thought to be smoke, hazmat release with no hazmat)	47
False Alarm, False Call (i.e. alarms due to malfunction, unintentional alarms, pull station alarm activated maliciously or by accident)	76
Severe Weather & Natural Disaster (i.e. flood, windstorm, lighting strike with no fire, earthquake)	0
Special Incident Type (calls mistakenly paged out, informational pages, alarm tests)	1

Fire Marshal Report – Jan Legersky will present at meeting.

# Plan Reviews	# Inspections	# Site Visits	Fire & Life Safety	Fire Investigations
58	30	26	2	0

- Food & Wine is June 17-19. The event this year will be at about 80% capacity compared to prior years.



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- We are in tent season, which includes Food & Wine, events occurring around Food & Wine, many weddings, etc.

Aspen Fire 2022 Fire Code Amendments, update:

The pending 2022 Aspen Fire IFC Code Amendments is in final draft form. It appears that the City of Aspen will be adopting their group of 2021 International codes sometime later this fall. The County, as I understand at this time, will be adopting their 2021 Codes also later in the summer or this fall. I plan to have the Aspen Fire Department IFC Code Amendments ready for adoption at the July board meeting.

The primary change I am considering is to adjust the requirements for fire sprinklers from 5,000 square feet to 3,000 square feet (or potentially 2,500). As a reminder, besides the square footage requirement for structures, we currently require any structure located in an area that is difficult to access to be sprinklered regardless of size.

Research/consideration for the sprinkler requirement change is as follows:

- The original 5,000 sq ft came from studies within the fire industry (a couple decades ago) which determined 5,000 square feet was the critical flashover point for a structure.
- Since that time, because of the change in the types of building materials and furnishings, the time to flashover has reduced. Basically, newer materials are generally lighter weight and manufactured wood products, rather than solid wood.
- Indications are that because of the newer, more easily combustible building materials, the more open floor plans of residences, etc., etc., 3,000 square feet is a more realistic number.
- Changing to 3,000 sq ft will not have a significant impact in the number of sprinkler installations we see since the majority of builds are greater than 5,000 square feet. It will, however, help catch remodels in townhomes or duplexes, for example, where the unit itself may be less than 3,000 sq ft, but the actual building size is greater than 3,000.
 - * **NOTE:** The requirement for sprinklers is based on the building size, not unit size.
- Consideration was also given to prior suggestions to require sprinklers in everything. While I personally would be thrilled to see every home sprinklered, I cannot provide any type of risk management study that would back a requirement for sprinklers in all structures in our District. Another issue is the cost of installing a sprinkler system in a single-family residence, which could be cost prohibitive for the person who can only afford to buy (for example) a small, manufactured home.
- A copy of the 2022 Fire Code Amendments (DRAFT FORM) is attached for reference.



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Training Report (Report #1625)

Type of Class	# Classes	Total Class Hours	Total # Members Attended	Total Combined Member Hours
In House - Aerial Ops	1	1:30	2	3:00
In House - DO Pumping	1	3:00	6	18:00
In House - EMS	3	6:00	25	50:00
In House - Fire Officer / Command				
In House - Firefighter	3	4:30	15	22:30
In House - Monthly Training				
In House - Tech Rescue	3	9:00	29	87:00
In House - Wildland FF				
Miscellaneous	1	3:00	2	6:00
Outside Training	1	12:00	5	60:00
TOTAL	13	39:00	84	246:30

The May fire training was Auto Extrication and personnel had the first opportunity to work with our new battery powered extrication tools that are on the new engines. The medical training was on Sepsis and Abdominal Pain

The June fire training is on Rope Rescue. The medical training is Infectious and Communicable Disease and Injury Prevention.

We were able to send multiple firefighters to the L-280 Followership to Leadership wildland class sponsored by Roaring Fork Fire. Another firefighter was sent to S-215 Operations in the Wildland/Urban Interface class

The first week in June crews got the opportunity to work with our neighbors at Sardy Field over multiple days of live fire training that was specific to Aircraft Firefighting. A mock-up of an airplane fuselage that can have large propane fired live fire was brought in and they were able to run a number of evolutions attacking fires both inside and



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outside the fuselage.

The Recruit Class of 2022 are in their Emergency Medical Responder program being taught through our training program. They will also start their on-line S130/190 Wildland Fire instruction at the same time. They have started working day shifts in the stations and are going through the Aspen Fire task book to orient to our equipment and operational guidelines.



Wildfire Report

	# Completed Year-To-Date
Wildfire Risk Assessments	9
Wildfire Risk Map Curbside Assessments	0



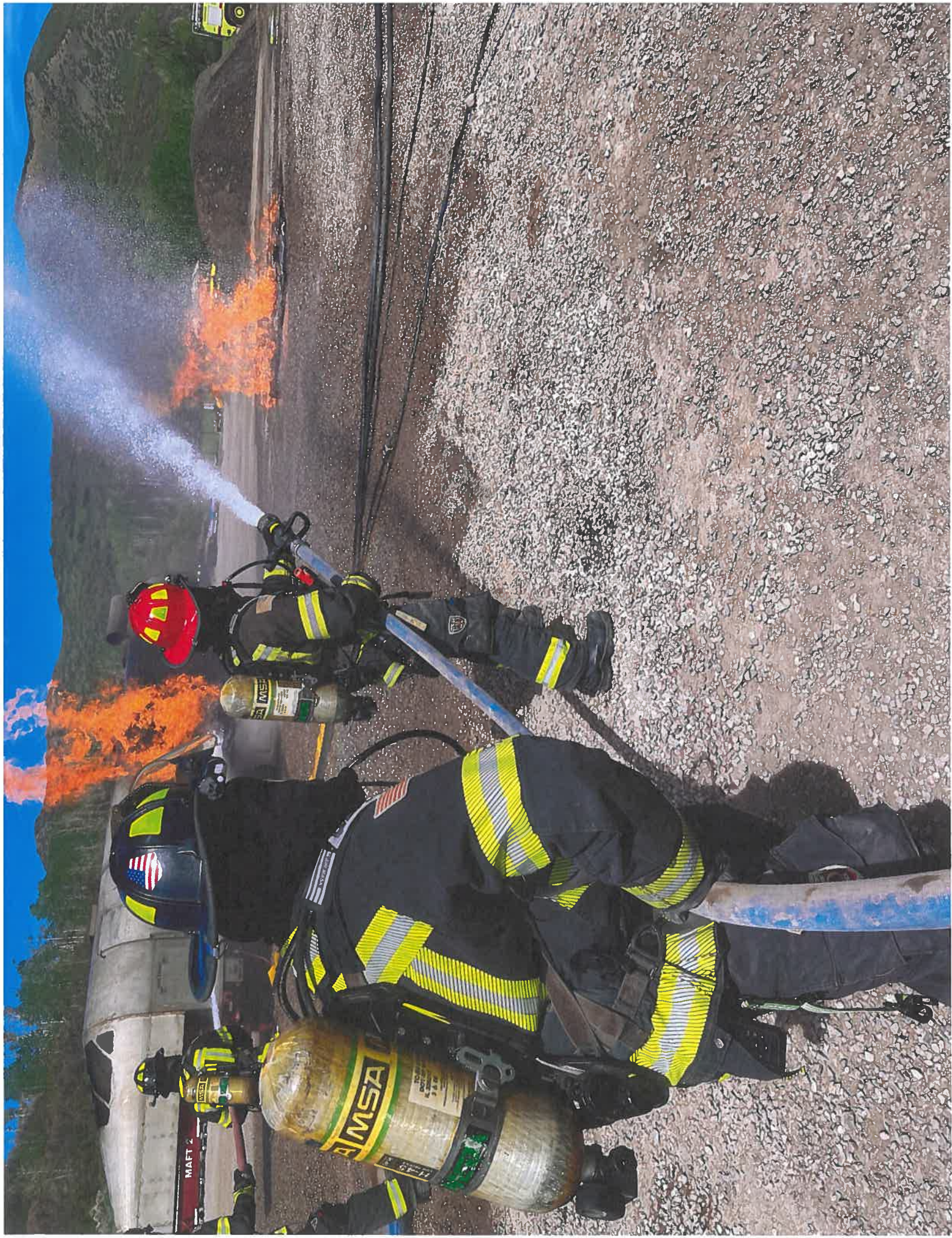
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**ASPEN FIRE PROTECTION DISTRICT
RESOLUTION NO. 2022-MM-DD
SERIES OF 2022**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ASPEN FIRE PROTECTION DISTRICT (“DISTRICT”) ADOPTING BY REFERENCE THE INTERNATIONAL FIRE CODE, 2021 EDITION, AMENDING CERTAIN SECTIONS OF SAID CODE, AND REPEALING THE PREVIOUS DISTRICT ADOPTION OF THE INTERNATIONAL FIRE CODE, 2016 EDITION.

WHEREAS, pursuant to C.R.S. 32-1-1002(d). The Board of Directors of the District has the power "[t]o adopt and enforce fire codes, as the Board deems necessary. . . ."; and

WHEREAS, to stay current with new materials handling and construction technology as well as national and state standards, the International Code Council publishes the new applicable standards; and

WHEREAS, coordination between jurisdictions within this district and adjacent jurisdictions to adopt the International Codes will aid in the uniform and effective regulation of persons engaged in services administered under this and other International Codes, ensuring increased and complementary public safety; and

WHEREAS, pursuant to the authority provided by law, the Board of Directors of the Aspen Fire Protection District has considered whether or not it is appropriate for the Aspen Fire Protection District to adopt the 2021 International Fire Code to apply in the Aspen Fire Protection District with certain modifications thereto as hereinafter set forth;

WHEREAS, to provide for and promote the health, safety and welfare of Aspen Fire District residents and visitors, the Board of Directors desires to adopt the International Fire Code, 2021 Edition, with certain amendments and repeal the previous District adoption of the International Fire Code, 2015 Edition.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Aspen Fire Protection District as follows:

Section 1. Adoption of International Fire Code – 2021 Edition.

The Board of Directors of the Aspen Fire Protection District hereby adopts that certain Code known as the International Fire Code, 2021 edition, including Appendix Chapters B, C and D of such code as published by the International Code Council Inc. 4051 West Flossmoor Road, Country Club Hills, Illinois, 60478-5795 save and except such portions as are hereinafter deleted, modified or amended as set forth herein (hereinafter "International Fire Code"). The Board further determines that the remaining Appendix Chapters E, F, G and H shall be utilized by the District as guidelines to the extent such appendices are applicable. Three (3) copies of the International Fire Code and this Resolution have been and are now filed in the administrative office of the Aspen Fire Protection District and the same are hereby adopted and incorporated as fully as if set forth verbatim herein, and from the date on which this Resolution shall take effect, the provisions hereof shall be controlling within the boundary limits of the Aspen Fire Protection District.

Section 2. Amendments to International Fire Code – 2021 Edition.

The International Fire Code herein adopted shall be amended as follows:

(a) **Section 101.1** is hereby amended to provide that:

“**Aspen Fire Protection District**” shall be the proper name of the jurisdiction.

(b) **Section 102.7 and 102.8** are hereby amended by the addition of the following language:

The most current NFPA code cycle shall be utilized.

Exception: When the current cycle is less than a year from the previous cycle, the previous cycle may be used with the approval of the fire code official.

(c) **Section 103.2** is hereby amended to read as follows:

The fire code official shall be appointed by the chief appointing authority of the jurisdiction; and the fire code official shall not be removed from office except for cause and after full opportunity to be heard on specific and relevant charges by and before the appointing authority.

For the purposes of this code the term fire code official there may be inserted fire marshal.

(d) The following sentence shall be added to the end of **Section 104.6.3**:

Copies of all such records shall be forwarded to the fire code official.

The fire code official, the fire chief or other responsible authority shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition. Information that could be related to trade secrets or processes shall not be made part of the public record except as directed by a court of law.

(f) **Section 111.1** is hereby amended to read:

In order to hear and decide appeals of orders, decisions or determinations made by the Fire Chief and/or fire code official relative to the application and interpretation of this code, there shall be and hereby is created a board of appeals consisting of the existing District Board of Directors. The fire code official shall be an *ex officio* member, but shall have no vote on any matter before the Board. The Board shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

(g) **Section 107.2** Schedule of Permit Fees.

A fee for each permit shall be paid as required, in accordance with the schedule established within Appendix A of this document that is subject to being amended from time to time.

(h) The definition of “guest” shall be added to **Section 202** as follows:

GUEST. Any person hiring or occupying a room or bed for living or sleeping purposes.

ADDED:

(i) **Section 304.3.3 (2)** hereby amended to read as follows:

Exceptions:

(2) Storage in a structure shall not be prohibited where the structure is of Type I, IIA or Type IV (fire retardant treated plywood) construction, located not less than 10 feet (3048 mm) from other buildings and used exclusively for dumpster or container storage.

(i) **Section 304.3.4 (2)** hereby amended to read as follows:

Exceptions:

(2) Storage in a structure shall not be prohibited where the structure is of Type I, IIA or Type IV (fire retardant treated plywood) construction, located not less than 10 feet (3048 mm) from other buildings and used exclusively for dumpster or container storage.

(i) **Section 307.1.1** is hereby added to read as follows:

Open burning shall be prohibited from May 31 to October 1 of each calendar year.

EXCEPTION: Open burning may be permitted or prohibited at any time when, in the opinion of the fire code official, the atmospheric conditions are conducive for safe burning.

(j) **Section 308.3.2** is hereby amended to read as follows:

The use of outdoor pyrotechnic and open flame displays used in conjunction with theatrical performances are allowed to be used when adequate safety precautions have been taken in accordance with NFPA 160. The use of indoor pyrotechnic and open flame displays shall be prohibited.

Exception: Indoor pyrotechnics and open flame displays shall be permitted if all the following conditions are met:

- (1) A permit shall be issued for each display;
- (2) The building is fully equipped with an approved fire sprinkler system;
- (3) The building is fully equipped with an approved and monitored fire alarm system;
- (4) The display is handled and performed by a certified pyrotechnician and possessing a valid certificate issued by the State of Colorado;
- (5) There are at least two standby personnel equipped with the appropriate fire extinguishers and familiar in the use of that fire extinguisher;
- (6) A safety plan is filed and approved by the fire code official;

(7) The display conforms with the provisions of NFPA 160 and NFPA 1126; and

(8) A Certificate of Insurance is posted in an amount specified, subject to approval by the Fire Code Official and other vested Government Agencies, pursuant to the provisions of section 5601.2.4.

(k) The following shall be added to the end of **Section 308.3**:

The use of indoor pyrotechnic and open flame displays in a Group A occupancy shall be prohibited.

Exception: Indoor pyrotechnics and open flame displays in a Group A occupancy shall be permitted if all the following conditions are met:

(1) A permit shall be issued for each display;

(2) The building is fully equipped with an approved fire sprinkler system;

(3) The building is fully equipped with an approved and monitored fire alarm system;

(4) The display is handled and performed by a certified pyrotechnician and possessing a valid certificate issued by the State of Colorado;

(5) There are at least two standby personnel equipped with the appropriate fire extinguisher and familiar in the use of that fire extinguisher;

(6) A safety plan is filed and approved by the fire code official;

(7) The display conforms with the provisions of NFPA 160 and NFPA 1126; and

(8) A Certificate of Insurance is posted in an amount specified, subject to approval by the Fire Code Official and other vested Government Agencies pursuant to the provisions of section 5601.2.4.

(l) The following shall be added to the end of **Section 507.5.4**:

Snow removal operations shall not prevent a fire hydrant from being immediately discernible or hinder immediate access to any such hydrant.

(m) **Section 901.6.4** is hereby added to read as follows:

It shall be unlawful for an Alarm Contractor/Company to notify the local emergency dispatching facility of an alarm signal from a Fire protection system that has not been inspected, tested and maintained in accordance with the reference standards listed in Table 901.6.1.

(n) The following shall be added to the end of **Section 903.2**:

Any building in excess of 3,000 square feet *OR* in a location that is difficult to access, as determined by the fire code official, shall be equipped with an approved automatic

sprinkler system including the installation of a fire department connection. A minimum of a three-sprinkler head hydraulic calculation shall be submitted for approval by the fire code official, and the official may require a larger number of sprinkler heads, depending upon the structural design submitted. Fire separations shall not constitute separate buildings for this purpose, including all R-3 occupancies.

Exception: Unless otherwise required by more restrictive local codes, policies, amendments, ordinances, or plat notes.

FIRE AREA, DEFINITION (from 2021 IFC & IBC): The aggregate floor area enclosed and bounded by *fire walls, fire barriers, exterior walls or horizontal assemblies* of a building. Areas of the building not provided with surrounding walls shall be included in the fire area if such areas are included within the horizontal projection of the roof or floor next above.

(o) The following shall be added to the end of **Section 903.2.8:**

Every apartment house, town house, lodging house, dormitory, convent, monastery, rooming house, condominium or hotel two stories or more in height and containing four or more dwelling units shall have installed therein an approved automatic sprinkler system throughout the premises. Fire separations shall not constitute separate buildings for this purpose. This includes all R-3 occupancies.

(p) **Section 903.3.1.3 NFPA 13D sprinkler systems** – The following is added to the end of the section

NFPA 13D 2019 Edition or current, ONE- AND TWO-FAMILY DWELLINGS AND MANUFACTURED HOMES IS SPECIFICALLY AMENDED AS FOLLOWS:

A.903.3.1.4 Add the Following: A fire department connection (FDC) will be required on all sprinkler systems and located within 6 feet of the Knox box or in an approved location by the jurisdiction having authority. A 1 ½ inch hose connection is required.

B.903.3.1.5 Water Supply Sources. Add the following: (6). Water supply systems that require a fire pump shall be provided with a fire department connection (FDC) in a location approved by the jurisdiction having authority.

C.903.3.1.6 Number of Design Sprinklers. Section 8.1.2 Number of Design Sprinklers is amended to read as follows: The number of design sprinklers shall include all sprinklers within a compartment, up to a maximum of two sprinklers, under a flat, smooth, horizontal ceiling. In occupancies with sloped, beamed, or pitched ceilings over 10' the system shall be calculated with three or more heads operating per manufactures specs and (note-appendix A.8.1.1.2.2, A.8.1.2, A.8.2.5 NFPA 13D) Structures greater than 3,500 square feet shall be calculated with a minimum of three heads operating.

D.903.3.1.7 Amend Section 8.6.4 as follows: Residential sprinklers shall be installed in residential garages. Sprinklers are not required in open attached porches, carports and similar structures.

E.903.3.1.8 **Add the Following:** Crawl spaces or attics with fuel burning and/or electric appliances to be protected with residential sprinklers and ceilings to be protected with drywall within a 3 foot arc of the perimeter of the appliance. Attics with pull down ladders will be protected with residential sprinklers.

(q) **Section 903.3.8** and subsequent subsections shall be deleted.

(r) The following shall be added to the end of **Section 903.4.2:**

Unmonitored residential systems. Automatic sprinkler systems protecting one, two or multiple family dwellings that are not monitored shall operate in the following manner:

1. All water flow activations shall be capable of sounding an interior audible alarm notifying all occupants simultaneously.
2. All water flow activations shall be capable of activating an exterior audible/visual alarm. This alarm shall be located so as to be visible nearest the street side fire department connection. A second visual device may be required to delineate the fire department connection.
3. The activation of any water control device shall be capable of activating the light portion only of the exterior audible/visual signal.

(s) **Section 907.1.4** is hereby added to read as follows:

All plans for fire alarm systems submitted for approval shall have affixed the signature of a person possessing NICET Level 3 or higher level certification in fire alarm design. In the alternative, such signature may be provided by a fire alarm system designer possessing the equivalent of NICET Level 3 training, if all certificates and documentation of such training is presented and approved by the fire code official. The aforementioned requirement shall require compliance within six (6) months following adoption of the Code.

(t) **Section 907.1.5** is hereby added to read as follows:

All fire alarm system installations shall be supervised by a person possessing NICET Level 2 or higher level certification in fire alarm installation. In the alternative, such supervision may be completed by a person possessing the equivalent of NICET Level 2 training, if all certificates and documentation of such training is presented and approved by the fire code official. The aforementioned requirement shall require compliance within six (6) months following adoption of the Code.

(u) The following shall be added to the end of **Section 907.2:**

All fire alarm systems required by this code shall be addressable, analog systems.
Exception: With the approval of the Fire Marshal a conventional system may be used if that system is used only to monitor a fire sprinkler system.

(v) **Section 907.2.1** is hereby amended to read as follows:

A manual and automatic fire alarm system shall be installed in accordance with NFPA 72 in Group A occupancies having an occupant load of 100 or more. Portions of Group E occupancies occupied for assembly purposes shall be provided as required for the Group E occupancy.

(w) **Section 907.2.1 Exception** is hereby deleted.

(x) **Section 907.2.2** is hereby amended to read as follows:

1. The combined Group B occupant load of all floors is 100 or more.
2. The Group B occupant load is more than 50 persons above or below the lowest level of exit discharge.
3. Unchanged

(y) **Section 907.2.2 Exception** is hereby deleted.

(z) **Section 907.2.3 Exception 2, subsection 2.6** is hereby added to read as follows:

Where the building is equipped throughout with an approved automatic sprinkler system and the alarm notification devices will activate upon sprinkler water flow.

(aa) **Section 907.2.7 Exception 2** is hereby deleted.

(bb) **Section 907.2.8.1 Exceptions** are hereby deleted.

(cc) **Section 907.2.8.2** is hereby added to read as follows:

Automatic fire alarms shall be installed in all common areas, laundry rooms, and mechanical rooms.

(dd) **Section 907.2.8.2 Exception** is hereby deleted.

(ee) **Section 907.2.9** is hereby amended to read as follows:

Every apartment house, town house, lodging house, dormitory, convent, monastery, rooming house, condominium or hotel two stories or more in height and containing four or more dwelling units shall have installed therein an approved automatic and manually operated fire alarm system so designed that all occupants of the building may be warned simultaneously. Fire alarm systems shall be installed in accordance with I.F.C.

Section 907.2 and nationally recognized standards. Fire separations shall not constitute separate buildings for this purpose. This includes all R-3 occupancies other than single family dwellings.

(ff) **Section 907.2.9 Exceptions** are hereby deleted.

(gg) Valve supervision **method 3** identified in **Section 913.4** is hereby deleted.

(hh) **Section 1030.15 Exceptions 1, 3, and 4** are hereby amended by:

Inserting 75 seats for 200 seats.

(ii) The following shall be added to the end of **Section 2304.3**:

A safety plan and safety equipment technical data shall be submitted for review prior to approval. Unsupervised private dispensing shall be by permit only.

(jj) The following **exception 5** shall be added to the end of **Section 5601.1.3**:

Exception 5: The storage, sale, use and handling of toy caps, sparklers and smoke snakes shall be permitted.

(kk) **Section 5601.2.4** is hereby amended to read as follows:

Before a permit is issued, as required by Section 5601.2, the applicant shall file with the City of Aspen or Pitkin County a corporate surety bond in a principal sum equal to the amount required by the Colorado state statutes, Pitkin County, or the City of Aspen, of persons engaging in similar activities, or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any legal judgment results. The fire code official may specify a greater or lesser amount when, in his opinion, conditions at the location of use indicate a greater or lesser amount is required. Public agencies shall be exempt from this bond requirement.

(ll) **Section 5601.4** is hereby added to read as follows:

The handling and firing of explosives shall only be performed by the person possessing a valid explosives certificate issued by the State of Colorado.

(mm) **Section 5604.10.8 Storage – Large Quantities** is hereby added to read as follows:

Storage of explosives in quantities exceeding fifty (50) pounds shall be in a Type I magazine, except that a Type 3 magazine may be used for temporary storage of a larger quantity of explosives at the site of blasting operations where such amount constitutes not more than one day's supply for use in current operations. At the end of the day's operations, any remaining explosives shall be safely destroyed or returned to a Type I magazine.

(nn) **Section 5604.10.9 Storage – Small Quantities** is hereby added to read as follows:

Storage of explosives in quantities of fifty (50) pounds or less shall be in Type I or Type II magazines, except that explosives in any quantity when stored in remote locations shall be in Type I, bullet resistant magazines.

(oo) **Section 5604.10.10 Handling** is hereby added to read as follows:

The handling and firing of explosives shall only be performed by the person possessing a valid explosives certificate issued by the State of Colorado.

(pp) **Section 5608.2.3** Indoor Displays is hereby added to read:

The use of indoor pyrotechnic displays shall be prohibited.

Exception: Indoor pyrotechnic displays shall be permitted if all the following conditions are met:

- (1) A permit shall be issued for each display;
- (2) The building is fully equipped with an approved fire sprinkler system;
- (3) The building is fully equipped with an approved and monitored fire alarm system;
- (4) The display is handled and performed by a certified pyrotechnician and possessing a valid certificate issued by the State of Colorado;
- (5) There are at least two standby personnel equipped with the appropriate fire extinguishers and familiar in the use of that fire extinguisher;
- (6) A safety plan is filed and approved by the fire code official;
- (7) The display conforms with the provisions of NFPA 160 and NFPA 1126; and
- (8) A Certificate of Insurance is posted in an amount specified, subject to approval by the Fire Code Official and other vested Government Agencies pursuant to the provisions of section 5601.2.4.

(qq) **Section 5704.2.1.2** General Limitation is hereby added to read as follows:

No tank for the storage of flammable fluid in excess of ten (10) gallons shall be erected, repaired, renewed or replaced either wholly or partially above ground or where in the opinion of the fire code official an existing tank constitutes a fire hazard through neglect or disrepair, he shall order such tank removed; however, tanks or other facilities for the storage of Class 6 fuel oil may be installed above ground if approved by the fire code official and in accordance with existing codes and regulations pertaining to above ground storage.

(rr) **Section 5706.2.4** is hereby amended to read as follows:

The capacity of permanent above-ground tanks containing Class I or II liquids shall not exceed 1,100 gallons (4164 L). The capacity of temporary above-ground tanks containing Class I or II liquids shall not exceed 500 gallons (1892 L). Tanks shall be of the single-compartment design. A permit shall be obtained from the fire code official for the storage or keeping of Class I or II liquids in excess of five (5) gallons in any building and of ten (10) gallons on any premises. The fire code official is further authorized to issue temporary permits for the above-ground storage of such liquids in tanks which shall not exceed a five hundred (500) gallon capacity for the purpose of providing fuel for heavy equipment used in building construction, earth moving, earth grading or similar operations and such permits may be issued only for sites without proximate hazards. Such temporary permits shall be issued with the time limits set which shall conform to the reasonably necessary time for completion of the individual job for which the permit is issued.

Section 4. Purpose.

That the International Fire Code, 2021 edition, hereinabove adopted by reference is to govern the maintenance of buildings and premises; to safeguard life, health, property, and public welfare by regulating the storage, use and handling of dangerous and hazardous materials, substances and processes and by regulating the maintenance of adequate egress facilities.

Section 5. Public Inspection.

That three copies of the International Fire Code being considered for adoption by this ordinance, all certified to be true copies by the District Board, shall be on file with the Administrative Office and shall be open for public inspection in the office at the Downtown Aspen Fire Station No 61 Located at 420 E Hopkins Ave, Aspen, Colorado, any weekday between the hours of 9 a.m. and 5 p.m., at least fifteen days preceding the public hearing on this ordinance.

Section 6. Repeal of Prior Resolutions.

Existing resolutions or parts of resolutions covering the same matters as embraced in this resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this resolution are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any resolution hereby repealed prior to the taking effect of this resolution.

Section 7. Violation.

Any person in violation of any of the provisions of the International Fire Code, 2021 Edition, as adopted and amended herein, or who fails to comply therewith, or who violates or fails to comply with any order made thereunder, and from which no appeal has successfully been taken, shall severally for each and every such violation and incident of non-compliance, respectively, be guilty of a misdemeanor and subject to all penalties set forth in §30-15-402, C.R.S., as amended, including but not limited to payment of a fine not to exceed \$1,000.00 per violation. In addition, any person in violation of any of the provisions of the International Fire Code, 2021 Edition, as adopted and amended herein, shall be subject to the terms and conditions outlined in Section 109 (Remedies) of the International Fire Code, 2021 Edition. The imposition of one penalty upon any violation shall not excuse the violation or permit such violation to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified by the fire code official, each ten (10) days that any prohibited condition is maintained shall constitute a separate offense.

The Aspen Fire Protection District shall be responsible for enforcement of the provisions of the International Fire Code, 2021 Edition, pursuant to the authority granted in §30-15-401.5, C.R.S., as amended. Such enforcement shall be limited to areas within the territorial jurisdiction of the Aspen Fire Protection District, and this Resolution shall not

serve to place enforcement responsibility upon the underlying county or municipality within which the area is located.

Section 8. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional in a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and shall not affect the validity of the remaining portions thereof.

Section 9. Public Hearing.

A public hearing on this resolution shall be held on the ____ day of _____, 2022, at 420 E Hopkins Ave, Aspen, Colorado. Pursuant to the provisions of Section 31-12-403, C.R.S., as amended, notice of the hearing shall be published at least twice, once at least eight (8) days preceding the hearing and once at least fifteen (15) days preceding it.

[Signatures on following page]

INTRODUCED, READ, AND ORDERED PUBLISHED as provided by law by the Aspen Fire Protection District on the ____ day of _____, 2022.

NAME, President

Attest:

NAME, Secretary

FINALLY adopted, passed, and approved this ____ day of _____, 2022.

Appendix A – Fees

Aspen Fire Protection District Fees

Effective 7/1/2016

Fees: Fees for the following services that are in areas not established by other jurisdictions fee schedules are subject to the following:

FIRE/LIFE SAFETY SYSTEMS Permit Valuation Fee Schedule

*Fire Alarm, Fire Sprinkler, Hood System

*Permit Fee Includes - Review, 2 Rough-In Inspections, 1 Final Inspection

Permit Valuation	Fee Based on Valuation
\$0 - \$2,000	\$75.00
\$2,001 to \$5,000	\$125.00
\$5,001 to \$10,000	\$200.00
\$10,001 to \$100,000	\$75 plus 3.5% of permit valuation over \$10,000
\$100,001 to \$250,000	\$3,200 plus 2.5% of permit valuation over \$100,000
\$250,001 to \$500,000	\$6,950 plus 2.0% of permit valuation over \$250,000
\$500,001 to \$1,000,000	\$11,950 plus 1.65% of permit valuation over \$500,000
\$1,000,001 to \$2,500,000	\$20,200 plus 1.25% of permit valuation over \$1,000,000
\$2,500,001 to \$5,000,000	\$38,950 plus 1.0% of permit valuation over \$2,500,000
Above \$5,000,000	\$63,950 plus .75% of permit valuation over \$5,000,000 and 0.5% of permit valuation over \$10,000,000

Reinspection Fee – \$250.00 per inspection

Applies to inspection required after a failed inspection

Additional Inspection Fee – \$100.00 per inspection

Applies to inspections required after the 2 rough-in and 1 final included with permit fee

After Hours Inspection Fee – \$150.00 per hour (minimum of 2 hours for any one inspection)

Applies to any inspection requested outside of normal operation hours

Fireworks Permit Fee \$50.00

Blasting \$50.00

Temp Heat \$50.00

Temp Heat –Propane \$100.00

TENT Permit Application Fee \$50.00

*Must be submitted 7 calendar days before

TENT Permit- Expedited \$100.00

Tent Inspection \$100.00

Tent Inspections - After Hours \$200.00 per hour (minimum of 2 hours for any one inspection)

Access Inspection (ROW & Enc) \$100.00

Special Event Inspections \$100.00

MONITORED ALARM SYSTEM RESPONSE FEE SCHEDULE

If during a monitored fire protection system's inspection, testing or maintenance, a related alarm signal is received by Aspen Fire Protection District's dispatching facility the monitoring alarm service company may be billed an alarm response fee. The fees will be calculated per activation for the entire alarm service company.

First Occurrence – No Fee

Second Occurrence – \$100

Third Occurrence – \$250

Additional Occurrences – \$500 per occurrence

The alarm service company of properties equipped with a monitored fire alarm and detection system may be billed an alarm response fee when a report is received by Aspen Fire Protection District's dispatching facility from an alarm monitoring company and the alarm is determined to be unfounded. If a secondary request for service is made by direct communication to Aspen Fire Protection District's dispatching facility by an individual who is at the physical site of the alarm and who has proper access, no monitored alarm system response fee will be billed. The fees will be calculated per activation from a single fire alarm and detection system.

First Occurrence – No Fee

Second Occurrence – \$100

Third Occurrence – \$250

Additional Occurrences – \$500 per occurrence

If Aspen Fire Protection District responds to an activation reported by a monitored fire alarm and detection system that has not been inspected, tested and maintained according to adopted standards, a monitored alarm system response fee may be billed to the alarm service company.

First Occurrence – \$500

Second Occurrence – \$1000

Additional Occurrences – \$2000 per occurrence

Aspen Fire Protection District may bill an alarm service company per single device activation on a monitored fire alarm and detection system that is reported to Aspen Fire Protection District's dispatching facility.

Per Single Activation Report – \$50

Monitored alarm system response fees will be calculated within any twelve (12) month period and will reset only after a period of twelve months where no calls for service are received by Aspen Fire Protection District's dispatching facility in the manner described in this policy. Fees will be billed directly to the service company regardless of the source of activation. If payment is not received within 60 days of the billing date, Aspen Fire Protection District may suspend plan review and system installation and acceptance

inspections for that fire alarm service company until the overdue balance is paid. Monitored Alarm System Response Fees may be administratively reduced upon a written request for review.

NOTES:

The Fire Marshal/ Building Official are authorized to make interpretations and clarification changes to the fee schedule.

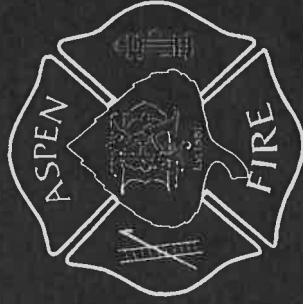
The Fire Marshal/ Building Official are authorized to collect inspection fees for construction permits and for other items set forth in this schedule.

The Fire Marshal/ Building Official may waive or reduce fees for non –profit organizations or other governmental agencies. The business or facility must apply in writing to the Fire Marshal/ Building Official to waive such fees.

The “Plan Review Fee” will be collected from the contractor even if the contractor cancels the permit or when plans are reviewed without a permit.

The “Plan Review Fee” may be required to be collected at the time of submittal at the discretion of the Fire Marshal or Building Official.

The “Plan Review Fee” is required to be collected before permit issuance. All fees will be rounded to the nearest whole dollar.



Dedication to the Vision

Aspen Fire Protection District

FIRE PLACE · Housing Project

Board Members

John Ward

Denis Murray

Stephen Wertheimer

Michael Buglione

Dave (Wabs) Walbert

Architect

STRYKER / BROWN Architects

Builder

FCI Constructors Inc.

Aspen Fire Chief: *Rick Balentine*

JULY 1, 2022



PPE 4 UKRAINE

FIREFIGHTERS HELPING FIREFIGHTERS



May 31, 2022

Aspen Fire Protection District
ATTN: Chief Rick Balentine
420 East Hopkins Avenue
Aspen, CO 81661

Chief Balentine,

What began as a simple idea to collect firefighting personal protective equipment from neighboring departments to send to Ukraine, quickly became a nationwide movement. Donated equipment was sent or hand delivered to our facility in Clifton, NJ from over 200 towns, cities, clubs, non-profits, manufacturers and vendors from across the nation.

Over the course of six weeks, we collected more than 60 tons of equipment. This includes over 4,000 sets of turnouts, over 1,000 helmets, over 1,000 sets of boots, and various hand tools and medical supplies. Every donated item was hand packed for air shipment, flown to Poland. It was then transported by ground into Ukraine, where it was distributed to the various regions in need.

In the weeks that have followed, we received confirmation that the donated equipment reached the front lines and is currently being used to protect and assist our brothers and sisters in Ukraine. I am confident our collective efforts will continue to make a positive difference in our brothers and sisters ability to protect and serve their communities.

Thank you for being a part of this movement and making this simple idea turn into a huge success!

Stay safe,

A handwritten signature in black ink, appearing to read 'Lt. Mark Drew'.

Lt. Mark Drew

A handwritten signature in black ink, appearing to read 'Oleg Skachko'.

FF Oleg Skachko