



# Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: November 28th, 2023  
MEETING TIME: 5:00pm

LOCATION: 420 E Hopkins

**The public is welcome to join this meeting virtually through Zoom. To join, please go to:**  
<https://us02web.zoom.us/j/81866250163?pwd=eVEvSkRrdDZNYW9BZ0dwY0dUSkphdz09>  
**Meeting ID: 818 6625 0163 Passcode: 365443. Please contact Nikki Lapin, District Administrator at [nikki.lapin@aspensfire.com](mailto:nikki.lapin@aspensfire.com) if you need additional information.**

## AGENDA

- I. Meeting called to order
- II. Roll Call
- III. Approval of Minutes
  - a) Motion to approve minutes from Regular Meeting held October 10<sup>th</sup>, 2023.
- IV. Public Comment
- V. AVFD Inc.
- VI. Financials
  - a) Monthly Financial Review
  - b) Quarter 3 FPPA
  - c) 2024 Draft Budget Review
- VII. Board Member Comments & Action Items
  - a) IGA – PC Regional Emergency Dispatch Center 2023
  - b) FPPA Volunteer Pension Plan – 2023 Actuarial Valuation
- VIII. Staff Report
  - a) Fire Marshal/Prevention – Jan Legersky
  - b) Operations Overview - Deputy Chief Andersen
  - c) Training
  - d) Recruiting
- IX. Wildfire Community Action Fund – Ali Hager Hammond
  - a) Project & Funding Update
- X. CEO/Fire Chief & Good of District
  - a) Senate Bill 23-166 Fire Chief Appointment to State WUI Code Board
  - b) Housing Other
  - c) 2024-2025 Fireplace Proposed rental rates from the housing committee
  - d) Veteran's Day
  - e) Holiday Party – December 9th

f) 2024 WE -cycle Expansion

XI. Old Business

a) Aspen Village Project

b) North 40 Property

XII. New Business

# Aspen Fire Protection District

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



## Board of Directors Regular Meeting October 10th, 2023

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 Ward at 5:04pm**

### Roll Call:

- Board of Directors Present: John Ward, Parker Lathrop, Dave "Wabs" Walbert, Emily Taylor, Charles Cunniffe
- Staff/Volunteers Present: Rick, Balentine, Jake Andersen, Jan Legerksy, Jan Schubert, Ali Hammond, Nikki Lapin, Will Shoemsmith, Adam Cohen, Kevin Smiddy, Hutch Foster, Mike Haisfield, Charlie Curtis, Anthony Lewis, Seamus O'Malley, Mike Holmes, Scott Arthur.
- Online: Jake Spaulding, Max Lyall.
- Public/Others: Richard Peterson

**MOTION: Motion by Parker Lathrop to approve minutes from 4 previous meetings. Regular Meeting on August 8<sup>th</sup>, Special Meeting on August 21st, Regular Meeting on September 12th, Work Session on October 2nd.**

**Second: Emily Taylor**

**Discussion: None**

**Vote: All approved.**

**Public Comment:** None

**AVFD Inc.:** None

### Financials

- Monthly Financial Review.
  - Fire Place funds have been spent and paid out. There are a few punch items left.
  - Rick included some options for FPPA funding. There is \$50,000 in the draft budget for 2024 if the board wishes to raise contribution. Rick will reconvene the pension board and bring it back at next meeting. It was suggested having an annual CPI increase so that it does not get behind. Tabled to next month.
  - A separate P&L was not available as Romero Group was behind on getting information to Finance Manager.
- Deputy Chief Jake Andersen gave an AFD Board Presentation.
  - The presentation included some of the staff member survey, community survey, overview of the community risk assessment/standard of coverage, and proposal for additional Lieutenant and one firefighter per shift.
  - Trying to realign with the Center for Public Safety Excellence.
  - This will lay the groundwork for a continued robust volunteer organization, as we remain majority volunteer and we can still meet all the required benchmarks. The board expressed concern of this being a tipping point and possible decline of volunteers.

- Board listened to Volunteer Rep., newer volunteer, two 25-year veteran volunteer, career firefighter and Div. Chief.
- 2024 Draft Budget Review
  - Discussion of the Cap Plan budget not increased.
  - Discussion of goal to give back \$1 million as long as we do not need to use money from other areas to fund the staffing increase.
  - Discussion of mill levy reduction or credits.

**MOTION: Motion from Wabs to move to accept proposal to hire (1) Lieutenant position = equivalent to 3 people and (1) Firefighter position = equivalent to 3 people, as well as Life Safety Inspector.**

**Discussion of seasonal wildfire firefighters.**

**Charles second.**

**Further discussion: Parker would like further discussion on the reason to hire more staffing but is okay keeping this draft budget as is and working forward.**

**Vote: 3 to 2. Motion carries. (Charles, Emily, Wabs YES and Parker, John NO)**

**MOTION: Motion by Charles to receive the preliminary budget by October 15<sup>th</sup>. John second.**

**Discussion:**

- **Bolster Cap Fund by 20%**
- **Look at overtime to see if it is enough**
- **Based on current mill levies, there is an extra \$948,000 that is being added into the housing fund. This leaves \$1.2 million left in the general fund.**
- **Goal would be to send back \$1 million, pending on HH legislation passing or not. Further discussion.**

**Vote: All approved.**

- Board member comments/action items:
  - Wabs discussed the proposed 10% salary increase. This will be continued conversation as the salary study continues and is completed.

**Staff Report:**

- Fire Marshal – Jan Legersky
  - Staff report was included in board packet.
  - It was noted that this week is Fire Prevention Week. Currently out at the schools. Fire Extinguisher training at Clarks Market October 11, 2023 from 1p-3p.
- Operations Report – Deputy Chief Andersen highlighted:
  - Recent incidents.
  - Good turnout at the 9/11 Annual Remembrance.
  - Working with Aspen Ski Co and other agencies to expand the Peer Support program. Received great response from people wanting to be involved.
  - Two full days of strategic plan were held. Will be continuing to work on updating. There were over 25 people in attendance.
- Training Report – Scott Arthur
  - Reviewed training last month and upcoming training as listed in the staff report.
  - Highlighted the upcoming trench training that has been in the works to bring to the valley for some time. October 21<sup>st</sup> and 22<sup>nd</sup>.

**Wildfire Community Action Fund:** Ali Hammond

- Wildfire: info in packet. Next month Ali will go more in depth about 501(c) 3 she is working on.

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

- Attended the Woody Creek Caucus meeting. They are looking at reviving discussion of putting up community center with housing. Someone from Aspen Village HOA was there and would like to invite us to their meeting to discuss additional housing at Aspen Village Center.
- Wildfire Resiliency Board: asked to join as a board member. The first meeting is next week.
  - One goal is to define a wildfire urban interface and define areas within it, which is most of the state of Colorado
- Asked to speak at the Climate Tech conference in San Jose
- WW Cornell: headstone placement to mark his grave on October 16<sup>th</sup> at 2pm
- FPPA: Rick provided some possible options for FPPA funding. There is \$50,000 more budgeted in 2024 to potentially increase the contribution.

**Old Business:** none

- Woody Creek Update

**New Business:**

**MOTION:** Motion by Park Lathrop to adjourn at 7:39pm  
**Second:** John Ward  
**Discussion:** None  
**Vote:** All approved.

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

**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2023

Oct 31, 23

**ASSETS**

**Current Assets**

**Checking/Savings**

**GENERAL FUND BANK ACCTS**

10100 · Alpine Bank--GF Checking	84,011.36
10401 · ColoTrust--GF General	2,143,514.37
10406 · ColoTrust--GF Emerg Reserve	372,473.47
10407 · ColoTrust--GF Operations Resrv	1,286,676.48
10409 · ColoTrust--GF FPPA	167,700.77
10545 · Grand Junction Fed Credit Union	73.95

**Total GENERAL FUND BANK ACCTS** 4,054,450.40

**CAPITAL ACQ. FUND BANK ACCTS**

10700 · Alpine Bank--Cap Acq. Checking	13,434.06
10801 · ColoTrust--Cap Acq	445,010.61

**Total CAPITAL ACQ. FUND BANK ACCTS** 458,444.67

**HOUSING FUND BANK ACCOUNTS**

10890 · Alpine Checking--Housing	315.66
10901 · ColoTrust--Housing	1,839,556.39

**FIRE PLACE OPERATIONS**

10851 · Alpine Checking--FP Ops (RG)	71,280.00
10850 · AlpineChecking--FP Deposits(RG)	46,847.00
10855 · ColoTrust--FP Reserves (AFPD)	100,115.90

**Total FIRE PLACE OPERATIONS** 218,242.90

**Total HOUSING FUND BANK ACCOUNTS** 2,058,114.95

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

10950 · Alpine Bank--WCAF Checking	3,368.70
10951 · ColoTrust--WCAF Reserves	175,671.54

**Total WILDFIRE C.A. FUND BANK ACCTS** 179,040.24

**DEBT SERVICE FUND BANK ACCTS**

11201 · ColoTrust--Debt Service	2,145,572.78
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**Total DEBT SERVICE FUND BANK ACCTS** 2,145,572.78

**Total Checking/Savings** 8,895,623.04

**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2023

Oct 31, 23

<b>Accounts Receivable</b>		
<b>ACCTS RECEIVABLE--by Fund</b>		
<b>Accts Receivable--General Fund</b>		
12235 · Receivable due - Pitkin County	10,414.49	
12240 · Receivable due - CDPS / DFPC	83,191.54	
12252 · Receivable due - AFPD Staff	17,607.99	
12255 · Receivable due - Other	2,800.00	
12254 · Receivable due - Romero Group	704.90	
<b>Total Accts Receivable--General Fund</b>	<u>114,718.92</u>	
<b>Accts Receivable--Housing Fund</b>		
<b>FIRE PLACE OPERATIONS</b>		
12560 · A/R--Fire Place Ops (RG)	-4,036.00	
<b>Total FIRE PLACE OPERATIONS</b>	<u>-4,036.00</u>	
<b>Total Accts Receivable--Housing Fund</b>	<u>-4,036.00</u>	
<b>Total ACCTS RECEIVABLE--by Fund</b>	<u>110,682.92</u>	
<b>Total Accounts Receivable</b>	110,682.92	
<b>Other Current Assets</b>		
<b>GENERAL FUND (Asset)</b>		
10450 · Property Tax Receivable	21,314.24	
<b>Total GENERAL FUND (Asset)</b>	<u>21,314.24</u>	
10671 · Prepaid Expenses--General Fund	24,356.08	
<b>BOND DEBT SERVICE FUND (Asset)</b>		
10750 · Property Tax Receivable	3,518.74	
<b>Total BOND DEBT SERVICE FUND (Asset)</b>	<u>3,518.74</u>	
<b>HOUSING FUND (Asset)</b>		
<b>FIRE PLACE OPERATIONS</b>		
10674 · FP--Prepaid Other Expenses (RG)	2,390.00	
10675 · FP--Prepaid Insurance (RG)	10,800.00	
<b>Total FIRE PLACE OPERATIONS</b>	<u>13,190.00</u>	
<b>Total HOUSING FUND (Asset)</b>	<u>13,190.00</u>	
<b>Total Other Current Assets</b>	<u>62,379.06</u>	
<b>Total Current Assets</b>	<u>9,068,685.02</u>	

Aspen Fire Protection District  
**Balance Sheet**  
As of October 31, 2023

	<u>Oct 31, 23</u>
<b>Fixed Assets</b>	
<b>GENERAL FIXED ASSET GROUP</b>	
10600 · Fire Trucks & Equip	5,678,654.67
10610 · Building Improvements	1,454,014.73
10615 · Buildings	30,646,666.37
10640 · Firefighting Equipment	356,066.19
10650 · Administrative	380,490.41
10665 · Land - North 40	1,700,000.00
10669 · Accumulated Depreciation	-8,461,198.93
<b>Total GENERAL FIXED ASSET GROUP</b>	<u>31,754,693.44</u>
<b>Total Fixed Assets</b>	31,754,693.44
<b>Other Assets</b>	
10593 · Deferred Refunding Cost	1,574,234.68
10594 · Deferred Refunding Costs-Accum.	-1,461,597.96
90103 · VPF-Def Oflow-Pens Inv Ret Diff	36,097.00
90111 · SWDB-Def Oflow-Pens Exper Diff	208,886.34
90112 · SWDB-Def Oflow-Pens Chg Assum	104,026.24
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	15,413.00
90116 · SWDB-Def Oflow-Pens Contr After	132,994.92
<b>Total Other Assets</b>	<u>610,068.29</u>
<b>TOTAL ASSETS</b>	<u><u>41,433,446.75</u></u>



**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2023

Oct 31, 23

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

**ACCOUNTS PAYABLE--by Fund**

2000 · Accts Payable--General Fund	40,568.26
2002 · Accts Payable--CA Fund	12,336.75

**Accts Payable--Housing Fund**

**FIRE PLACE OPERATIONS**

2005 · A/P--Fire Place Ops (RG)	33,294.00
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<b>Total FIRE PLACE OPERATIONS</b>	<u>33,294.00</u>
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Total Accts Payable--Housing Fund	33,294.00
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2006 · Accts Payable--WCAF	344.70
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<b>Total ACCOUNTS PAYABLE--by Fund</b>	<u>86,543.71</u>
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<b>Total Accounts Payable</b>	<u>86,543.71</u>
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**Other Current Liabilities**

**CURRENT LIABILITIES**

20125 · State Unemployment Accrual	357.66
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20135 · HSAs Accrual	7,087.15
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20162 · Vol FFs Insurances Accrual	6,967.66
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20317 · AVFD T-shirt Sales (+) Accrual	382.97
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20318 · Stn Tenants' Deposits/Last Rent	3,100.00
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21000 · Deferred Revenue--Prop. Tax	21,314.24
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<b>Total CURRENT LIABILITIES</b>	<u>39,209.68</u>
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**HOUSING FUND (Liability)**

**FIRE PLACE OPERATIONS**

23020 · FP--Security & Pet Deposits(RG)	20,300.00
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23021 · FP--Last Month Rents (RG)	17,210.00
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23022 · FP--Prepaid Rents (RG)	9,028.00
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23024 · FP--Reserves (Maint&Cap) (AFPD)	98,175.00
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<b>Total FIRE PLACE OPERATIONS</b>	<u>144,713.00</u>
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<b>Total HOUSING FUND (Liability)</b>	<u>144,713.00</u>
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23050 · Accrued Int. Payable--Bond Debt	37,833.75
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<b>Total Other Current Liabilities</b>	<u>221,756.43</u>
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<b>Total Current Liabilities</b>	<u>308,300.14</u>
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**Aspen Fire Protection District**  
**Balance Sheet**  
 As of October 31, 2023

	Oct 31, 23
<b>Long Term Liabilities</b>	
<b>HOUSING DEBT SERVICE (Liab.)</b>	
22902 · FP--COPs Payable	12,155,000.00
22903 · FP-Current Portion-COPs Payable	585,000.00
22904 · FP--COPs Premium	1,836,645.45
22905 · FP--COPs Prem. Amortization	-341,689.78
<b>Total HOUSING DEBT SERVICE (Liab.)</b>	14,234,955.67
<b>G.O.BOND DEBT SERV FUND (Liab.)</b>	
22000 · Deferred Revenue--Prop.Tax	3,518.74
22900 · Bond Premium	1,100,512.25
22901 · Bond Premium- Accumulate Amort.	-1,041,086.37
23000 · Bonds Payable	3,010,000.00
23010 · Current Portion - Bonds Payable	935,000.00
<b>Total G.O.BOND DEBT SERV FUND (Liab.)</b>	4,007,944.62
90200 · VPF--Net Pension Liability	-423,406.00
90203 · VPF--Def Iflow-Pens Inv Ret Dif	403,500.00
90210 · SWDB--Net Pension Liability	-729,461.42
90211 · SWDB-Def Iflow-Pens Exp Diff	17,013.29
90213 · SWDB-Def Iflow-Pens Inv Ret Dif	488,196.00
90214 · SWDB-Def Iflow-Pens Act/Rep Dif	-27,107.24
90215 · SWDB-Def Iflow-Pens Chg Propor	630,987.97
90220 · Compensated Absences / PTO	293,932.48
<b>Total Long Term Liabilities</b>	18,896,555.37
<b>Total Liabilities</b>	19,204,855.51
<b>Equity</b>	
<b>FUND BALANCES</b>	
30005 · LT Assets minus LT Debt	13,433,883.85
30015 · Capital Acq. Fund Balance	334,920.00
30020 · Bond Debt Svc Fund Balance	1,096,483.00
30026 · Housing Fund Balance	726,552.00
30030 · WildfireCommAction Fund Balance	196,336.00
30600 · Contingency Reserve (TABOR)	236,000.00
37500 · GF - Unrestricted Fund Balance	3,172,460.00
<b>Total FUND BALANCES</b>	19,196,634.85
<b>Net Income</b>	3,031,956.39
<b>Total Equity</b>	22,228,591.24
<b>TOTAL LIABILITIES &amp; EQUITY</b>	41,433,446.75

## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	Oct 23	Jan - Oct 23	YTD Budget	Annual Budget
<b>Income</b>				
<b>GENERAL (Income)</b>				
<b>General Property Tax</b>				
31102 · Allocation--to Cap Acq Fund	0.00	600,000.00	500,000.00	600,000.00
31103 · Allocation--to Housing Fund	0.00	1,100,000.00	916,666.68	1,100,000.00
31104 · Allocation--to GF General	5,893.23	4,251,714.05	3,574,467.50	4,289,361.00
31105 · Allocation--to GF Emerg Reserve	0.00	50,000.00	41,666.68	50,000.00
31107 · Allocation--to GF FPPA Annual	0.00	150,000.00	125,000.00	150,000.00
31109 · Allocation--for Treasurer Fee	325.71	324,360.69	271,463.34	325,756.00
<b>Total General Property Tax</b>	6,218.94	6,476,074.74	5,429,264.20	6,515,117.00
31200 · Specific Ownership Taxes	20,396.68	186,137.12	208,333.34	250,000.00
36100 · Interest Earned--Prop. Taxes	295.23	11,165.63	15,000.00	18,000.00
36200 · Interest on Investments	19,755.68	167,806.19	120,833.34	145,000.00
37100 · Delinquent Taxes	0.00	-37.44	-3,333.34	-4,000.00
38000 · North 40 Lease to County	4,726.17	46,923.80	45,833.34	55,000.00
38010 · County Share of Expenses @N40	0.00	22,293.67	30,000.00	36,000.00
38015 · Tenants' Rent & Utilities @Stwd	1,927.00	14,095.04	13,333.34	16,000.00
38020 · Tenants' Rent @ N40 & Woody Crk	1,170.00	9,570.00	11,000.00	13,200.00
38051 · Pano AI Cost-Sharing	0.00	80,000.00	66,666.68	80,000.00
38100 · Other Income (vs. Expense)	37.00	20,868.07	0.00	0.00
38101 · Grants	0.00	40,984.38	125,000.00	150,000.00
38103 · CDPS DFPC--Cooperator Incidents	0.00	83,191.54	0.00	0.00
38110 · Sprinkler Permit Fees(PlansChk)	2,468.85	49,776.87	54,166.68	65,000.00
<b>Total GENERAL (Income)</b>	56,995.55	7,208,849.61	6,116,097.58	7,339,317.00
<b>Total Income</b>	56,995.55	7,208,849.61	6,116,097.58	7,339,317.00
<b>Gross Profit</b>	56,995.55	7,208,849.61	6,116,097.58	7,339,317.00
<b>Expense</b>				
<b>PERSONNEL - District Staff</b>				
41110 · Wages & HolidayPay--Career FFs	102,479.12	1,099,547.58	1,117,470.00	1,340,964.00
41115 · Overtime (NOT TR) - Career FFs	2,823.51	22,293.05	33,333.34	40,000.00
41111 · Salaries & Wages-All Other Paid	74,671.84	743,048.64	759,675.84	911,611.00
41120 · Misc. Payroll Expenses	185.00	2,855.61	1,666.68	2,000.00
41125 · Employer SUI--Staff	344.18	3,717.80	3,923.34	4,708.00
41130 · Retirement Plan--401(a)	11,568.01	127,412.78	119,994.18	143,993.00
41132 · Pension Plan--FPPA SWDB	12,588.88	137,318.25	147,346.68	176,816.00
41135 · Employer Medicare--Staff	2,554.11	27,506.87	28,445.00	34,134.00
41140 · All Insurances & HSA Contrib.	50,393.05	395,107.15	372,788.34	447,346.00
41141 · Board Match--457(b) Plan	3,402.40	37,469.45	37,653.34	45,184.00
41142 · Fit/Wellness Allowance--Staff	0.00	18,000.00	27,500.00	33,000.00
41143 · Health Insur--Staff Dependents	6,941.08	69,504.60	81,021.68	97,226.00
41144 · Benefits Contingency - PTO Cash	0.00	11,141.25	23,749.18	28,499.00
<b>Total PERSONNEL - District Staff</b>	267,951.18	2,694,923.03	2,754,567.60	3,305,481.00

## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>ADMINISTRATION</b>				
41149 · County Treasurer Fee	325.71	324,360.69	271,463.34	325,756.00
41150 · Employer Medicare--AVFD+	0.00	207.82	625.00	750.00
41155 · Employer Social Security--AVFD+	754.44	6,027.63	8,333.34	10,000.00
41160 · Employer SUI--AVFD+	0.00	28.67	291.68	350.00
41180 · Employee Wellness & PeerSupport	186.30	8,386.05	12,500.00	15,000.00
41208 · RFV Wildfire Collaborative	0.00	10,674.90	8,333.34	10,000.00
41210 · Contr Labor/ Special Projects	15,450.00	15,450.00	16,666.68	20,000.00
41211 · Supplies & Expenses	4,353.73	32,589.88	22,676.68	27,212.00
41212 · Telephone Expense	2,662.32	28,362.02	33,333.34	40,000.00
41214 · Info. Systems & Support	1,796.33	28,918.96	33,333.34	40,000.00
41500 · Audit & Budget	2,650.00	23,350.00	18,333.34	22,000.00
<b>Insurance</b>				
41510 · Gen Liability/Accident & Other	0.00	50,256.80	45,833.34	55,000.00
41511 · Workers' Comp	444.24	61,493.77	91,666.68	110,000.00
<b>Total Insurance</b>	444.24	111,750.57	137,500.02	165,000.00
41520 · Legal	5,328.50	47,059.00	25,000.00	30,000.00
41770 · Equip Repair/Replace	0.00	3,220.92	4,166.68	5,000.00
41810 · Election	2,072.80	19,436.72	15,416.68	18,500.00
<b>Staff Vehicle Expenses</b>				
41820 · Fuel & Other	2,324.81	7,012.44	12,500.00	15,000.00
41821 · Maint. Labor--at County Fleet	1,120.00	6,384.00		
<b>Total Staff Vehicle Expenses</b>	3,444.81	13,396.44	12,500.00	15,000.00
41840 · Administrative	21,568.70	37,539.54	37,500.00	45,000.00
41920 · Capital Outlay - Computers +	0.00	5,624.00	12,500.00	15,000.00
<b>Total ADMINISTRATION</b>	61,037.88	716,383.81	670,473.46	804,568.00
<b>PERSONNEL - Volunteer Staff</b>				
41860 · Vol. Fit/Wellness Allowance	1,500.00	13,500.00	41,250.00	49,500.00
41861 · Volunteer Health Insur/HSA/HRA	19,733.44	195,505.76	243,306.68	291,968.00
41870 · Volunteer Health Screenings	0.00	336.00	1,250.00	1,500.00
41875 · LOSAP(Length-of-Service Awards)	0.00	32,583.00	33,333.34	40,000.00
Volunteer Incentive Programs	0.00	0.00	15,000.00	18,000.00
<b>Total PERSONNEL - Volunteer Staff</b>	21,233.44	241,924.76	334,140.02	400,968.00

## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>FIRE FIGHTING</b>				
42205 · Firefighters' Logistics/Support	3,388.63	27,722.42	20,833.34	25,000.00
42206 · Uniforms	7,034.50	15,947.50	20,000.00	24,000.00
42211 · Operational Supplies & Expenses	9,079.01	119,155.79	100,000.00	120,000.00
42212 · Rescue Supplies & Expenses	206.08	4,272.00	4,166.68	5,000.00
42213 · EMS Supplies & Expenses	227.68	12,917.23	12,500.00	15,000.00
42214 · Wildfire Supplies & Expenses	537.50	15,301.29	12,500.00	15,000.00
42215 · Wildfire Program-MAMA/Seasonals	124.64	124.64		
42220 · Pano AI Project	0.00	120,000.00	100,000.00	120,000.00
42300 · Fuel	3,702.21	21,683.77	20,833.34	25,000.00
42400 · Subscriptions & Dues	0.00	3,743.18	2,500.00	3,000.00
42402 · Honor Guard	130.55	5,627.01	4,166.68	5,000.00
<b>Total FIRE FIGHTING</b>	<u>24,430.80</u>	<u>346,494.83</u>	<u>297,500.04</u>	<u>357,000.00</u>
<b>TRAINING</b>				
44102 · EMS Training & Records	0.00	14,020.75	20,000.00	24,000.00
44103 · FF Training & Records	11,116.67	44,085.12	33,333.34	40,000.00
44105 · Career FF Training Compensation	0.00	21,862.48	33,333.34	40,000.00
44211 · Supplies & Expenses	-249.48	23,827.51	10,000.00	12,000.00
<b>Total TRAINING</b>	<u>10,867.19</u>	<u>103,795.86</u>	<u>96,666.68</u>	<u>116,000.00</u>
<b>FIRE PREVENTION</b>				
43200 · Training	2,123.40	8,027.35	2,500.00	3,000.00
43211 · Supplies & Expenses	2,341.58	9,599.24	4,166.68	5,000.00
43212 · Public Fire Education	0.00	5,262.51	5,000.00	6,000.00
43213 · Outsourced Plans Checks	0.00	900.00	1,666.68	2,000.00
43214 · Advertising--Public Education	650.00	4,500.00	8,333.34	10,000.00
<b>Total FIRE PREVENTION</b>	<u>5,114.98</u>	<u>28,289.10</u>	<u>21,666.70</u>	<u>26,000.00</u>
<b>COMMUNICATIONS</b>				
45211 · Supplies & Expenses	0.00	13,446.73	3,333.34	4,000.00
<b>Administration</b>				
45300 · County Dispatch Services	0.00	79,001.00	50,000.00	60,000.00
45301 · County Radio Services	0.00	36,614.00	25,000.00	30,000.00
<b>Total Administration</b>	<u>0.00</u>	<u>115,615.00</u>	<u>75,000.00</u>	<u>90,000.00</u>
45910 · Radio Capital Outlay	0.00	2,076.00	16,666.68	20,000.00
<b>Total COMMUNICATIONS</b>	<u>0.00</u>	<u>131,137.73</u>	<u>95,000.02</u>	<u>114,000.00</u>
<b>CDPS COOPERATOR INCIDENTS</b>				
42600 · Cooperator Incidents--Misc.	0.00	806.39		
42601 · Cooperator Incidents--Personnel	0.00	29,176.38		
<b>Total CDPS COOPERATOR INCIDENTS</b>	<u>0.00</u>	<u>29,982.77</u>		
<b>REPAIR SERVICES (Fleet &amp; Equip)</b>				
46200 · Pump & Equipment Testing	0.00	16,340.80	16,666.68	20,000.00
46211 · Supplies & Expenses & Parts	9,619.75	21,082.31	23,333.34	28,000.00
<b>Out-Source Maintenance &amp; Repair</b>				
46212 · Labor--at Other	0.00	5,759.85		
46213 · Labor--at County Fleet	17,008.00	27,880.00	47,500.00	57,000.00
<b>Total Out-Source Maintenance &amp; Repair</b>	<u>17,008.00</u>	<u>33,639.85</u>	<u>47,500.00</u>	<u>57,000.00</u>
<b>Total REPAIR SERVICES (Fleet &amp; Equip)</b>	<u>26,627.75</u>	<u>71,062.96</u>	<u>87,500.02</u>	<u>105,000.00</u>

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>STATIONS, BUILDINGS &amp; GROUNDS</b>				
<b>Headquarters Station</b>				
48209 · Alarm Monitoring and T&I–HQ	0.00	0.00	1,458.34	1,750.00
48210 · Repairs & Maint. - Headquarters	1,142.25	9,805.89	16,666.68	20,000.00
48211 · Supplies & Exp. - Headquarters	453.88	9,220.84	10,000.00	12,000.00
48214 · Utilities - Headquarters	2,969.74	38,913.22	35,000.00	42,000.00
48215 · Cleaning - Headquarters	595.10	8,484.20	6,666.68	8,000.00
<b>Total Headquarters Station</b>	<u>5,160.97</u>	<u>66,424.15</u>	<u>69,791.70</u>	<u>83,750.00</u>
<b>North 40 Station</b>				
48299 · Residential Apartment –N40	0.00	0.00	416.68	500.00
48309 · Alarm Monitoring and T&I–N40	0.00	0.00	1,000.00	1,200.00
48311 · Repairs & Maint. - North 40	8,436.27	36,313.63	18,333.34	22,000.00
48315 · Supplies & Expenses - North 40	336.31	7,640.37	8,333.34	10,000.00
48320 · Utilities - North 40	2,817.71	31,768.53	37,500.00	45,000.00
<b>Total North 40 Station</b>	<u>11,590.29</u>	<u>75,722.53</u>	<u>65,583.36</u>	<u>78,700.00</u>
<b>Aspen Village Substation</b>				
48016 · Supplies & Exp.- Aspen Village	0.00	142.25	625.00	750.00
48400 · Utilities - Aspen Village	600.67	7,642.29	5,833.34	7,000.00
48409 · Alarm Monitoring and T&I–AV	0.00	0.00	833.34	1,000.00
48410 · Repairs & Maint.- Aspen Village	100.00	3,816.00	2,500.00	3,000.00
<b>Total Aspen Village Substation</b>	<u>700.67</u>	<u>11,600.54</u>	<u>9,791.68</u>	<u>11,750.00</u>
<b>Starwood Substation</b>				
48411 · Tenants' Rent - Starwood	2,809.50	11,049.00	8,833.34	10,600.00
48412 · Utilities & Expenses - Starwood	670.77	11,379.98	8,333.34	10,000.00
<b>Total Starwood Substation</b>	<u>3,480.27</u>	<u>22,428.98</u>	<u>17,166.68</u>	<u>20,600.00</u>
<b>Woody Creek Substation</b>				
47299 · Residential Apartment--WC	0.00	0.00	416.68	500.00
47301 · Supplies & Exp. - Woody Creek	0.00	73.48	416.68	500.00
47302 · Utilities - Woody Creek	844.77	9,709.40	9,166.68	11,000.00
47309 · Alarm Monitoring and T&I–WC	0.00	0.00	833.34	1,000.00
47310 · Repairs & Maint. - Woody Creek	100.00	3,028.08	2,083.34	2,500.00
<b>Total Woody Creek Substation</b>	<u>944.77</u>	<u>12,810.96</u>	<u>12,916.72</u>	<u>15,500.00</u>
<b>Total STATIONS, BUILDINGS &amp; GROUNDS</b>	<u>21,876.97</u>	<u>188,987.16</u>	<u>175,250.14</u>	<u>210,300.00</u>
<b>TRANSFER TO OTHER FUNDS</b>				
49502 · Transfer to CapAcquisition Fund	0.00	600,000.00	500,000.00	600,000.00
49503 · Transfer to Housing Fund	0.00	1,340,950.00	916,666.68	1,100,000.00
49507 · Xfer to Emergency Reserve Fund	0.00	50,000.00	41,666.68	50,000.00
49509 · Xfer to FPPA Annual Accrual Fnd	0.00	150,000.00	125,000.00	150,000.00
<b>Total TRANSFER TO OTHER FUNDS</b>	<u>0.00</u>	<u>2,140,950.00</u>	<u>1,583,333.36</u>	<u>1,900,000.00</u>
<b>Total Expense</b>	<u>439,140.19</u>	<u>6,693,932.01</u>	<u>6,116,098.04</u>	<u>7,339,317.00</u>
<b>Net Income</b>	<u><u>-382,144.64</u></u>	<u><u>514,917.60</u></u>	<u><u>-0.46</u></u>	<u><u>0.00</u></u>

## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>CAPITAL ACQUISITION (Income)</b>				
30075 · General Property Tax Allocation	0.00	600,000.00	500,000.00	600,000.00
30100 · Sale of Apparatus	0.00	0.00	8,333.34	10,000.00
60100 · Interest on Investments	2,116.07	18,996.73	4,166.68	5,000.00
<b>Total CAPITAL ACQUISITION (Income)</b>	<u>2,116.07</u>	<u>618,996.73</u>	<u>512,500.02</u>	<u>615,000.00</u>
<b>Total Income</b>	<u>2,116.07</u>	<u>618,996.73</u>	<u>512,500.02</u>	<u>615,000.00</u>
<b>Gross Profit</b>	<u>2,116.07</u>	<u>618,996.73</u>	<u>512,500.02</u>	<u>615,000.00</u>
<b>Expense</b>				
<b>CAPITAL ACQ. Fund (Expenses)</b>				
<b>Cap. Outlay/Equipment/Projects</b>				
60071 · replacement SCBA equipment	0.00	388,242.00	313,535.00	376,242.00
60072 · fire ext. training simulator	12,336.75	12,336.75	11,666.68	14,000.00
60073 · EV replacement for DFM truck	0.00	0.00	29,166.68	35,000.00
60074 · North 40 Stn asphalt resealing	0.00	0.00	8,333.34	10,000.00
60075 · 61+62 station alerting systems	0.00	94,893.92	95,833.34	115,000.00
60076 · camera upgrades	0.00	9,765.50	9,850.84	11,821.00
60113 · PlymoVent at Stn 62	0.00	-5,925.00		
60116 · replacement roof @ N40	0.00	2,200.00		
<b>Total Cap. Outlay/Equipment/Projects</b>	<u>12,336.75</u>	<u>501,513.17</u>	<u>468,385.88</u>	<u>562,063.00</u>
<b>Total CAPITAL ACQ. Fund (Expenses)</b>	<u>12,336.75</u>	<u>501,513.17</u>	<u>468,385.88</u>	<u>562,063.00</u>
<b>Total Expense</b>	<u>12,336.75</u>	<u>501,513.17</u>	<u>468,385.88</u>	<u>562,063.00</u>
<b>Net Income</b>	<u><u>-10,220.68</u></u>	<u><u>117,483.56</u></u>	<u><u>44,114.14</u></u>	<u><u>52,937.00</u></u>

## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>HOUSING (Income)</b>				
31175 · General Property Tax Allocation	0.00	1,100,000.00	916,666.68	1,100,000.00
31176 · Fix Under-Allocation 2019-2023	0.00	240,950.00		
31190 · Interest on Investments	8,612.90	68,382.89	8,333.34	10,000.00
<b>FIRE PLACE OPERATIONS</b>				
31195 · FP--Total Operating Income (RG)	0.00	186,181.00	204,050.00	244,860.00
31196 · FP--Reserves Interest Inc(AFPD)	439.27	1,940.90		
<b>Total FIRE PLACE OPERATIONS</b>	<u>439.27</u>	<u>188,121.90</u>	<u>204,050.00</u>	<u>244,860.00</u>
<b>Total HOUSING (Income)</b>	<u>9,052.17</u>	<u>1,597,454.79</u>	<u>1,129,050.02</u>	<u>1,354,860.00</u>
<b>Total Income</b>	<u>9,052.17</u>	<u>1,597,454.79</u>	<u>1,129,050.02</u>	<u>1,354,860.00</u>
<b>Gross Profit</b>	<u>9,052.17</u>	<u>1,597,454.79</u>	<u>1,129,050.02</u>	<u>1,354,860.00</u>
<b>Expense</b>				
<b>HOUSING Fund (Expenses)</b>				
<b>North 40 Project--Soft Costs</b>				
70101 · Fire Place Fitness Room	0.00	-108.26		
70103 · Construction Mgmt. Services	0.00	12,734.63		
70104 · Other Services / Fees	0.00	-9,705.13		
<b>Total North 40 Project--Soft Costs</b>	<u>0.00</u>	<u>2,921.24</u>		
<b>FIRE PLACE OPERATIONS</b>				
70201 · FP--Total OperatingExpenses(RG)	0.00	88,030.00	96,237.50	115,485.00
70202 · FP--to Reserves (RG)	0.00	88,358.00		
<b>Total FIRE PLACE OPERATIONS</b>	<u>0.00</u>	<u>176,388.00</u>	<u>96,237.50</u>	<u>115,485.00</u>
<b>N40 Project COPs-Lease Pymts</b>				
70301 · Interest Payments	0.00	254,800.00	254,800.00	509,600.00
70302 · Principal Payments	0.00	0.00	0.00	585,000.00
<b>Total N40 Project COPs-Lease Pymts</b>	<u>0.00</u>	<u>254,800.00</u>	<u>254,800.00</u>	<u>1,094,600.00</u>
70205 · Fire Place--Transfer toReserves	0.00	0.00	98,175.00	117,810.00
<b>Total HOUSING Fund (Expenses)</b>	<u>0.00</u>	<u>434,109.24</u>	<u>449,212.50</u>	<u>1,327,895.00</u>
<b>Total Expense</b>	<u>0.00</u>	<u>434,109.24</u>	<u>449,212.50</u>	<u>1,327,895.00</u>
<b>Net Income</b>	<u><u>9,052.17</u></u>	<u><u>1,163,345.55</u></u>	<u><u>679,837.52</u></u>	<u><u>26,965.00</u></u>



## Aspen Fire Protection District Profit & Loss Budget Performance October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>WILDFIRE COMM. ACTION (Income)</b>				
31575 · Contributions Received	0.00	34,168.40	166,666.68	200,000.00
31576 · Contributions (WCAF--Assigned)	0.00	100,000.00		
31590 · Interest on Investments	879.03	10,237.25	2,500.00	3,000.00
<b>Total WILDFIRE COMM. ACTION (Income)</b>	<u>879.03</u>	<u>144,405.65</u>	<u>169,166.68</u>	<u>203,000.00</u>
<b>Total Income</b>	<u>879.03</u>	<u>144,405.65</u>	<u>169,166.68</u>	<u>203,000.00</u>
<b>Gross Profit</b>	879.03	144,405.65	169,166.68	203,000.00
<b>Expense</b>				
<b>WILDFIRE C.A. Fund (Expenses)</b>				
<b>Operating Expenses</b>				
80101 · Administrative Expenses	0.00	1,864.40	2,083.34	2,500.00
80103 · Consultant Fees	0.00	3,206.20	20,833.34	25,000.00
<b>Personnel</b>				
80105 · Wages	7,403.80	76,153.39	76,388.34	91,666.00
80106 · Benefits	5,197.98	31,349.72	27,301.68	32,762.00
80107 · Employer Taxes	113.36	1,204.89	1,280.84	1,537.00
<b>Total Personnel</b>	<u>12,715.14</u>	<u>108,708.00</u>	<u>104,970.86</u>	<u>125,965.00</u>
80109 · Marketing	0.00	5,078.38	5,000.00	6,000.00
80111 · Other / Unanticipated	0.00	2,012.35	2,916.68	3,500.00
<b>Total Operating Expenses</b>	<u>12,715.14</u>	<u>120,869.33</u>	<u>135,804.22</u>	<u>162,965.00</u>
80200 · Project Expenses	344.70	42,321.69	83,333.34	100,000.00
<b>Total WILDFIRE C.A. Fund (Expenses)</b>	<u>13,059.84</u>	<u>163,191.02</u>	<u>219,137.56</u>	<u>262,965.00</u>
<b>Total Expense</b>	<u>13,059.84</u>	<u>163,191.02</u>	<u>219,137.56</u>	<u>262,965.00</u>
<b>Net Income</b>	<u><u>-12,180.81</u></u>	<u><u>-18,785.37</u></u>	<u><u>-49,970.88</u></u>	<u><u>-59,965.00</u></u>

**Aspen Fire Protection District**  
**Profit & Loss Budget Performance**  
 October 2023

	<u>Oct 23</u>	<u>Jan - Oct 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>BOND DEBT SERVICE FUND (Income)</b>				
35100 · General Property Tax	1,026.59	1,069,038.28	893,797.50	1,072,557.00
35200 · Specific Ownership Taxes	3,366.98	30,726.59	33,333.34	40,000.00
35210 · Interest Earned—Prop. Taxes	48.74	1,843.16	1,666.68	2,000.00
35250 · Interest on Investments	10,040.15	74,017.03	14,166.68	17,000.00
35700 · Delinquent Taxes	0.00	-6.17	-833.34	-1,000.00
<b>Total BOND DEBT SERVICE FUND (Income)</b>	<u>14,482.46</u>	<u>1,175,618.89</u>	<u>942,130.86</u>	<u>1,130,557.00</u>
<b>Total Income</b>	<u>14,482.46</u>	<u>1,175,618.89</u>	<u>942,130.86</u>	<u>1,130,557.00</u>
<b>Gross Profit</b>	14,482.46	1,175,618.89	942,130.86	1,130,557.00
<b>Expense</b>				
<b>BOND DEBT SERVICE Fund (Expns.)</b>				
50005 · County Treasurer Fee	53.77	53,543.86	44,690.00	53,628.00
50010 · Interest Payments	0.00	69,037.50	69,037.50	138,075.00
50011 · Principal Payments	0.00	0.00	0.00	935,000.00
50020 · Fees & Expenses	0.00	200.00	1,833.34	2,200.00
<b>Total BOND DEBT SERVICE Fund (Expns.)</b>	<u>53.77</u>	<u>122,781.36</u>	<u>115,560.84</u>	<u>1,128,903.00</u>
<b>Total Expense</b>	<u>53.77</u>	<u>122,781.36</u>	<u>115,560.84</u>	<u>1,128,903.00</u>
<b>Net Income</b>	<u><u>14,428.69</u></u>	<u><u>1,052,837.53</u></u>	<u><u>826,570.02</u></u>	<u><u>1,654.00</u></u>

Financial Reports  
for **Fire Place Housing**  
from the Romero Group

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Balance Sheets  
as of 6/30 + 7/31 + 8/31 + 9/30  
and  
P&L for January through Sept 2023

# Fire Place Housing

## Balance Sheet

Exported On: 2023-11-06 11:11:19 -0700

Properties: Aspen Fire Protection District - 62 Front Way Aspen, CO 81611

As of: 09/30/2023

Accounting Basis: Accrual

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance	
<b>ASSETS</b>			
<b>Cash</b>			
1150	Operating Checking	71,280	
1160	Security Deposit Cash	46,847	
	<b>Total Cash</b>	<b>118,127</b>	
<b>OTHER CURRENT ASSETS</b>			
1301	Accounts Receivable	(4,036)	(4,036)
1500	Prepaid Expenses	2,390	
1510	Prepaid Insurance	10,800	
	<b>Total OTHER CURRENT ASSETS</b>	<b>9,154</b>	
	<b>TOTAL ASSETS</b>	<b>127,281</b>	
<b>LIABILITIES &amp; CAPITAL</b>			
<b>Liabilities</b>			
<b>SECURITY DEPOSITS</b>			
2101	Tenant Deposits	17,000	17,000
2104	Last Month's Rent	17,210	17,210
2106	Pet Damage Deposit	3,300	3,300
	<b>Total SECURITY DEPOSITS</b>	<b>37,510</b>	
<b>CURRENT LIABILITIES</b>			
2201	Accounts Payable	33,294	33,294
	<b>Total CURRENT LIABILITIES</b>	<b>33,294</b>	
<b>OTHER CURRENT LIABILITIES</b>			
2301	Prepaid Assessments/Rent	9,028	
	<b>Total OTHER CURRENT LIABILITIES</b>	<b>9,028</b>	
	<b>Total Liabilities</b>	<b>79,832</b>	
<b>Capital</b>			
	Calculated Retained Earnings	9,793	9,793
	Calculated Prior Years Retained Earnings	37,655	
	<b>Total Capital</b>	<b>47,449</b>	
	<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>127,281</b>	

# Fire Place Housing

## Balance Sheet

Exported On: 2023-10-02 12:45:57 -0600

Properties: Aspen Fire Protection District - 62 Front Way Aspen, CO 81611

As of: 08/31/2023

Accounting Basis: Accrual

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance	
<b>ASSETS</b>			
<b>Cash</b>			
1150	Operating Checking	54,015	
1160	Security Deposit Cash	46,625	
	<b>Total Cash</b>	<b>100,640</b>	
<b>OTHER CURRENT ASSETS</b>			
1301	Accounts Receivable	4,210	4,210
1500	Prepaid Expenses	2,656	
1510	Prepaid Insurance	12,000	
	<b>Total OTHER CURRENT ASSETS</b>	<b>18,866</b>	
	<b>TOTAL ASSETS</b>	<b>119,506</b>	
<b>LIABILITIES &amp; CAPITAL</b>			
<b>Liabilities</b>			
<b>SECURITY DEPOSITS</b>			
2101	Tenant Deposits	19,000	19,000
2104	Last Month's Rent	20,410	20,410
2106	Pet Damage Deposit	9,300	9,300
	<b>Total SECURITY DEPOSITS</b>	<b>48,710</b>	
<b>CURRENT LIABILITIES</b>			
2201	Accounts Payable	17,080	17,080
	<b>Total CURRENT LIABILITIES</b>	<b>17,080</b>	
<b>OTHER CURRENT LIABILITIES</b>			
2301	Prepaid Assessments/Rent	8,170	
	<b>Total OTHER CURRENT LIABILITIES</b>	<b>8,170</b>	
	<b>Total Liabilities</b>	<b>73,960</b>	
<b>Capital</b>			
	Calculated Retained Earnings	7,892	7,892
	Calculated Prior Years Retained Earnings	37,655	
	<b>Total Capital</b>	<b>45,547</b>	
	<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>119,506</b>	

# Fire Place Housing

## Balance Sheet

Exported On: 2023-10-02 12:12:35 -0600

Properties: Aspen Fire Protection District - 62 Front Way Aspen, CO 81611

As of: 07/31/2023

Accounting Basis: Accrual

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance	
<b>ASSETS</b>			
<b>Cash</b>			
1150	Operating Checking	80,823	
1160	Security Deposit Cash	46,409	
	<b>Total Cash</b>	<b>127,232</b>	
<b>OTHER CURRENT ASSETS</b>			
1301	Accounts Receivable	4,174	4,174
1500	Prepaid Expenses	2,922	
1510	Prepaid Insurance	10,955	
	<b>Total OTHER CURRENT ASSETS</b>	<b>18,051</b>	
	<b>TOTAL ASSETS</b>	<b>145,282</b>	
<b>LIABILITIES &amp; CAPITAL</b>			
<b>Liabilities</b>			
<b>SECURITY DEPOSITS</b>			
2101	Tenant Deposits	16,000	16,000
2104	Last Month's Rent	20,600	20,600
2106	Pet Damage Deposit	10,000	10,000
	<b>Total SECURITY DEPOSITS</b>	<b>46,600</b>	
<b>CURRENT LIABILITIES</b>			
2201	Accounts Payable	41,172	41,172
	<b>Total CURRENT LIABILITIES</b>	<b>41,172</b>	
<b>OTHER CURRENT LIABILITIES</b>			
2301	Prepaid Assessments/Rent	9,400	
	<b>Total OTHER CURRENT LIABILITIES</b>	<b>9,400</b>	
	<b>Total Liabilities</b>	<b>97,172</b>	
<b>Capital</b>			
	Calculated Retained Earnings	10,455	10,455
	Calculated Prior Years Retained Earnings	37,655	
	<b>Total Capital</b>	<b>48,110</b>	
	<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>145,282</b>	

# Fire Place Housing

## Balance Sheet

Exported On: 2023-10-02 11:34:19 -0600

Properties: Aspen Fire Protection District - 62 Front Way Aspen, CO 81611

As of: 06/30/2023

Accounting Basis: Accrual

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance	
	<b>ASSETS</b>		
	<b>Cash</b>		
1150	Operating Checking	67,271	
1160	Security Deposit Cash	46,210	
	<b>Total Cash</b>	<b>113,481</b>	
	<b>OTHER CURRENT ASSETS</b>		
1301	Accounts Receivable	4,374	4,374
	<b>Total OTHER CURRENT ASSETS</b>	<b>4,374</b>	
	<b>TOTAL ASSETS</b>	<b>117,856</b>	
	<b>LIABILITIES &amp; CAPITAL</b>		
	<b>Liabilities</b>		
	<b>SECURITY DEPOSITS</b>		
2101	Tenant Deposits	16,000	16,000
2104	Last Month's Rent	20,600	20,600
2106	Pet Damage Deposit	10,000	10,000
	<b>Total SECURITY DEPOSITS</b>	<b>46,600</b>	
	<b>CURRENT LIABILITIES</b>		
2201	Accounts Payable	10,324	10,324
	<b>Total CURRENT LIABILITIES</b>	<b>10,324</b>	
	<b>OTHER CURRENT LIABILITIES</b>		
2301	Prepaid Assessments/Rent	14,200	
	<b>Total OTHER CURRENT LIABILITIES</b>	<b>14,200</b>	
	<b>Total Liabilities</b>	<b>71,124</b>	
	<b>Capital</b>		
	Calculated Retained Earnings	9,076	9,076
	Calculated Prior Years Retained Earnings	37,655	
	<b>Total Capital</b>	<b>46,731</b>	
	<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>117,856</b>	

**Income Statement - 12 Month**  
 Exported On: 2023-11-06 11:42:56 -0700

The Romero Group, LLC  
 Properties: Aspen Fire Protection District - 62 Front Way Aspen, CO 81611  
 Fund Type: All  
 Period Basis: Calendar  
 Period Range: Jan 2023 to Sep 2023  
 Accounting Basis: Accrual  
 Level of Detail: Detail View  
 Include Zero Balance GL Accounts: No

Account Number	Account Name	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Total
4010	Operating Income & Expense										
	Income										
	RENTAL										
	Rental Revenue	20,600	20,600	20,600	20,600	20,600	20,600	20,600	20,600	20,600	19,817
	Total RENTAL	20,600	20,600	20,600	20,600	20,600	20,600	20,600	20,600	20,600	19,817
	OTHER REVENUE										
	Operating Interest Revenue	5	91	207	186	210	221	202	219	224	1,564
4710	Total OTHER REVENUE	5	91	207	186	210	221	202	219	224	1,564
	Total Operating Income	20,605	20,691	20,807	20,786	20,810	20,821	20,802	20,819	20,041	186,181
	Expense										
	OFFICE & ADMINISTRATION EXPENSES										
	Office Supply & Admin	6	0	9	22	5	53	1	18	60	174
6010	Technology & Website	52	51	53	75	59	37	46	30	33	436
6025	Total OFFICE & ADMINISTRATION EXPENSES	58	51	62	97	64	90	47	48	93	610
	PROFESSIONAL FEES										
	Tenant Screening	-	-	-	-	-	-	-	-	-	52
6060	Total PROFESSIONAL FEES	-	-	-	-	-	-	-	-	-	52
	MANAGEMENT SERVICES										
	Management Services - TRG	2,147	2,147	2,147	2,147	2,147	2,147	2,147	2,147	2,147	19,323
6110	Management Services - Leasing Fee - TRG	-	-	613	-	-	-	-	5,062	937	6,612
6113	Total MANAGEMENT SERVICES	2,147	2,147	2,760	2,147	2,147	2,147	2,147	7,209	3,084	25,935
	INSURANCE										
	Property/Building Insurance	940	940	940	940	940	940	940	996	1,404	9,242
6155	Total INSURANCE	940	940	940	940	940	940	940	996	1,404	1,200
	CLEANING & GENERAL MAINTENANCE										
	Building Maintenance - OC	-	-	1,071	-	-	-	-	-	-	1,071
6311	Unit Repair & Maintenance - TRG	-	102	144	108	66	897	404	-	223	1,944
6314	Contractor Warranty	-	-	-	-	76	-	369	-	557	1,001
6315	Repairs & Maintenance	249	324	576	215	270	228	48	24	133	2,067
6320	HVAC - Heat, Ventilation, Air - TRG	-	-	-	-	-	-	750	840	-	1,590
6323	Unit Move Out Inspections	-	-	-	-	-	-	-	534	-	534
6324	Unit Move Out Repairs	-	-	-	-	-	-	-	-	-	1,061
6350	On-Call Services	366	314	310	300	310	300	300	310	300	2,810



6390	Maintenance Supplies & Equipment	-	-	9	947	-	-	-	29	-	-	985
6392	Unit Appliance & Equipment	-	-	-	-	-	1,344	-	-	-	910	2,254
	<b>Total CLEANING &amp; GENERAL MAINTENANCE</b>	<b>615</b>	<b>740</b>	<b>2,110</b>	<b>1,570</b>	<b>722</b>	<b>2,770</b>	<b>1,899</b>	<b>2,618</b>	<b>2,274</b>	<b>15,318</b>	
6401	Landscaping & Irrigation - TRG	-	-	-	-	117	-	-	-	-	60	177
6405	Landscaping & Irrigation Supplies & Equipment	-	-	-	-	1,906	-	-	-	-	-	1,906
	<b>Total LANDSCAPE &amp; IRRIGATION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,023</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60</b>	<b>2,083</b>
	<b>JANITORIAL</b>											
6505	Janitorial Labor - TRG	-	-	-	-	-	-	-	352	396	154	902
6520	Janitorial Supplies & Equipment	-	781	305	-	-	-	-	220	-	-	1,306
	<b>Total JANITORIAL</b>	<b>-</b>	<b>781</b>	<b>305</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>572</b>	<b>396</b>	<b>154</b>	<b>2,208</b>
	<b>OUTSIDE CONTRACTOR SERVICE</b>											
6606	Elevator Monitoring	-	-	-	-	-	-	-	266	366	266	897
6660	Window Cleaning	-	-	-	-	585	-	-	-	-	-	585
	<b>Total OUTSIDE CONTRACTOR SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>585</b>	<b>-</b>	<b>-</b>	<b>266</b>	<b>366</b>	<b>266</b>	<b>1,482</b>
	<b>UTILITIES</b>											
6857	Garage Electricity	3,142	3,367	2,728	2,368	978	128	106	116	104	13,059	
6865	Water	554	563	542	554	542	654	700	700	679	5,487	
6866	Sewer	1,313	-	-	1,313	-	-	1,313	-	-	3,938	
6870	Trash & Recycling	422	422	352	422	422	422	422	422	422	70	
6882	Telephone-Fire AlarmMonitoring	287	304	288	286	286	286	287	287	287	2,598	
	<b>Total UTILITIES</b>	<b>5,719</b>	<b>4,677</b>	<b>3,911</b>	<b>4,943</b>	<b>2,229</b>	<b>1,491</b>	<b>2,828</b>	<b>1,525</b>	<b>1,139</b>	<b>28,462</b>	
	<b>OTHER</b>											
6908	HOA Dues	850	-	-	850	-	-	-	850	-	-	2,550
6915	Miscellaneous Expense	-	90	-	-	-	-	-	-	-	-	90
	<b>Total OTHER</b>	<b>850</b>	<b>90</b>	<b>-</b>	<b>850</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>850</b>	<b>-</b>	<b>-</b>	<b>2,640</b>
	<b>Total Operating Expense</b>	<b>10,329</b>	<b>9,426</b>	<b>10,088</b>	<b>10,548</b>	<b>8,711</b>	<b>7,438</b>	<b>9,605</b>	<b>13,565</b>	<b>8,322</b>	<b>88,030</b>	
	<b>NOI - Net Operating Income</b>	<b>10,277</b>	<b>11,265</b>	<b>10,719</b>	<b>10,238</b>	<b>12,099</b>	<b>13,383</b>	<b>11,197</b>	<b>7,254</b>	<b>11,719</b>	<b>98,151</b>	
	<b>Other Income &amp; Expense</b>											
	<b>Other Expense</b>											
	<b>OTHER CAPITAL EXPENSES</b>											
9990	CP - Replace Reserve Expense	9,818	9,818	9,818	9,818	9,818	9,818	9,818	9,818	9,818	9,818	88,358
	<b>Total OTHER CAPITAL EXPENSES</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>88,358</b>
	<b>Total Other Expense</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>9,818</b>	<b>88,358</b>
	<b>Net Other Income</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(9,818)</b>	<b>(88,358)</b>
	<b>Total Income</b>	<b>20,605</b>	<b>20,691</b>	<b>20,807</b>	<b>20,786</b>	<b>20,810</b>	<b>20,821</b>	<b>20,802</b>	<b>20,819</b>	<b>20,041</b>	<b>186,181</b>	
	<b>Total Expense</b>	<b>20,146</b>	<b>19,243</b>	<b>19,905</b>	<b>20,365</b>	<b>18,528</b>	<b>17,255</b>	<b>19,422</b>	<b>23,383</b>	<b>18,139</b>	<b>176,388</b>	
	<b>Net Income</b>	<b>459</b>	<b>1,447</b>	<b>902</b>	<b>420</b>	<b>2,282</b>	<b>3,565</b>	<b>1,379</b>	<b>(2,564)</b>	<b>1,902</b>	<b>9,793</b>	

**Fire and Police Pension Association**  
**Aspen FPD Volunteers 711-5**  
**For the Nine Months Ending September 30, 2023**

Beginning Balance	\$3,925,417.60
Plan Direct Inflows and Outflows	
Member Contributions	
Employer Contributions	
Contributions from the SWDD Plan	
Refunds	
Affiliations/(Disaffiliations)	
Plan Transfers	
Net Benefits	(\$296,470.56)
Plan Directed Expenses	(\$1,400.00)
State Funding	
Plan Direct Inflows and Outflows Sub-Total	(\$297,870.56)
Allocated Income and Expense	
Interest	\$19,494.60
Dividends	\$13,405.87
Other Income	\$1,965.24
Net Change Accrued Income	\$1,546.67
Unrealized Gain/Loss	\$119,498.57
Realized Gain/Loss	\$42,235.49
Defined Contribution Earnings (Net)	
Investment Expenses	(\$20,273.34)
Direct Expense Allocation	(\$1,095.28)
Other Expenses	(\$13,278.60)
Allocated Income and Expense Sub-Total	\$163,499.22
Ending Balance	\$3,791,046.26

**MEMORANDUM**

**To:** Affiliated Volunteer Pension Plan Employers  
**From:** Peggy Job, Senior Accountant  
**Re:** Nine months ended September 30, 2023  
 Allocation Report, Annual Contributions Received & Direct Expense Allocation Summary  
**Date:** October 24, 2023

**Allocation Report**

**Investment Performance**

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

As of 09/30/2023	Quarter	Year to Date	1 Year	3 Years	5 Years
Total Pool Net of Investment Expense*	(2.23)%	4.70%	10.13%	6.78%	6.83%

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

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

Year	FPPA Administrative Expense*	Investment Management Expense	Total Expense Ratio
Q3-2023	0.11%	0.51%	0.62%
2022	0.14%	0.80%	0.94%
2021	0.12%	0.81%	0.93%
2020	0.13%	0.79%	0.92%
2019	0.13%	0.80%	0.93%
2018	0.16%	0.88%	1.04%
2017	0.23%	0.89%	1.12%
2016	0.24%	0.79%	1.03%

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

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

**Allocation Methodology**

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

### **Review of the Report**

Review the items *Member Contributions, Employer Contributions, Refunds, Affiliations, Net Benefits, Plan Directed Expenses and State Funding* and confirm that these amounts are correct year-to-date. **If any amount is not correct, please send a written response to FPPA by September 15 2023. If FPPA does not receive a response by December 1, 2023, you are confirming that these report items are correct.**

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

FPPA provides a schedule of your 2023 contributions received by FPPA year to date. This schedule compares contributions received in the current year to the actuarial required contributions for 2023. **Please be aware that this report shows contributions based on the date received by FPPA and does not consider if contributions relate to a prior year.**

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

#### **Direct Expense Allocation**

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

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

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

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

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

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

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## Allocation Report Descriptions

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

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

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

# Fire and Police Pension Association

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

For the Reporting Period: 01/01/2023 through 09/30/2023

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

**Note: The Calculated Contribution amount is due to FPPA before 12/31/2023**

**Fire and Police Pension Association  
 Direct Expense Allocation Summary  
 Aspen FPD Volunteers 711-5  
 For the Nine Months Ending September 30, 2023**

Type of Expense	2023 Budget	Year-to-Date Expenses	Payment of 2023 Expenses
Actuarial Expenses	\$1,388.40	\$934.96	
Audit Expenses	\$160.33	\$160.32	
Other Asset Allocation Study Expenses			
<b>Total Direct Allocated Expenses &amp; Payments</b>	<b>\$1,548.73</b>	<b>\$1,095.28</b>	

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

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





# ASPEN FIRE PROTECTION DISTRICT

2024 PROPOSED BUDGET -- DRAFT #3B 11/28/2023

## GENERAL FUND

PAGE 2

	2022 ACTUAL	2023 ESTIMATED	2024 PROPOSED	2023 AS APPROVED
<b>ADMINISTRATION</b>				
41149 - County Treasurer Fee	326,849	325,756	493,305	325,756
41150 - Employer Medicare--AVFD+	721	750	750	750
41155 - Employer Social Security--AVFD+	8,267	10,000	10,000	10,000
41160 - Employer SUI--AVFD+	99	350	350	350
41180 - Employee Wellness & Peer Support Program	6,936	15,000	20,000	15,000
41200 - Other Expense (vs. Income)	-	-	-	-
41208 - RFV Wildfire Collaborative		10,675	10,000	10,000
41210 - Contract Labor / Special Projects	43,000	15,450	30,000	20,000
41211 - Supplies & Expenses	30,239	35,000	33,238	27,212
41212 - Telephone Expense	38,759	36,000	38,000	40,000
41214 - Info. Systems & Support	41,878	40,000	45,000	40,000
41500 - Audit & Budget	18,800	23,350	23,500	22,000
41510 - Insurance				
Gen Liability/Accident & Other	44,115	55,000	55,000	55,000
Workers' Comp	124,982	80,000	100,000	110,000
41520 - Legal	45,284	70,000	50,000	30,000
41770 - Equip Repair/Replace	4,998	5,000	5,000	5,000
41810 - Election	17,253	19,437	-	18,500
41820 - Staff Vehicle Expense	16,068	15,000	15,000	15,000
41840 - Administrative	52,260	45,000	60,000	45,000
41920 - Capital Outlay - Computers +	17,244	15,000	9,000	15,000
<b>Total ADMINISTRATION</b>	<b>837,752</b>	<b>804,568</b>	<b>998,143</b>	<b>804,568</b>
<b>PERSONNEL - VOLUNTEER STAFF</b>				
41860 - Volunteer Fitness/Wellness Allowance	34,767	49,500	49,500	49,500
41861 - Volunteer Health Insur/HSA/HRA	221,387	255,000	291,968	291,968
41870 - Volunteer Health Screenings	1,021	1,500	1,500	1,500
41875 - LOSAP (Length-of-Service Awards)	31,750	32,583	55,000	40,000
41892 - Volunteer Incentive Programs (EMT,FFII,Officer,D/O)		18,000	20,000	18,000
Volunteer Shift Incentives	1,500			
EMT-B Certification Incentives	9,775			
FFII Certification Incentives	6,269			
Officer & D/O Certification Incentives	1,600			
<b>Total VOLUNTEER BENEFITS</b>	<b>308,069</b>	<b>356,583</b>	<b>417,968</b>	<b>400,968</b>
<b>FIRE FIGHTING</b>				
42205 - Firefighters' Logistics/Support	28,111	30,000	50,000	25,000
42206 - Uniforms	32,919	24,000	40,000	24,000
42211 - Operational Supplies & Expenses	178,325	110,000	150,000	120,000
42212 - Rescue Supplies & Expenses	12,929	5,000	5,000	5,000
42213 - EMS Supplies & Expenses	16,707	15,000	15,000	15,000
42214 - Wildfire Supplies & Expenses	15,195	15,301	25,000	15,000
42215 - Wildfire Program (Seasonal FFs +)	1,373	5,000		-
42220 - Pano AI Project	60,000	120,000	160,000	120,000
42300 - Fuel	34,084	25,000	25,000	25,000
42400 - Subscriptions & Dues	3,065	3,743	3,500	3,000
42402 - Honor Guard	5,818	5,627	6,000	5,000
<b>Total FIRE FIGHTING</b>	<b>388,526</b>	<b>358,671</b>	<b>479,500</b>	<b>357,000</b>

# ASPEN FIRE PROTECTION DISTRICT

2024 PROPOSED BUDGET -- DRAFT #3B 11/28/2023

## GENERAL FUND

PAGE 3

	2022 ACTUAL	2023 ESTIMATED	2024 PROPOSED	2023 AS APPROVED
<b>TRAINING</b>				
44102 - EMS Training & Records	13,939	20,000	30,000	24,000
44103 - FF Training & Records	29,925	50,000	50,000	40,000
44105 - Career FF Training Compensation		30,000	100,000	40,000
44211 - Supplies & Expenses	14,091	28,000	20,000	12,000
<b>Total TRAINING</b>	<b>57,955</b>	<b>128,000</b>	<b>200,000</b>	<b>116,000</b>
<b>FIRE PREVENTION</b>				
43200 - Training	4,128	8,027	7,000	3,000
43211 - Supplies & Expenses	3,472	10,000	6,000	5,000
43212 - Public Fire Education	4,241	6,000	5,000	6,000
43213 - Outsourced Plans Checks	1,350	1,500	2,000	2,000
43214 - Advertising--Public Education	7,388	6,000	7,000	10,000
<b>Total FIRE PREVENTION</b>	<b>20,579</b>	<b>31,527</b>	<b>27,000</b>	<b>26,000</b>
<b>COMMUNICATIONS</b>				
45211 - Supplies & Expenses	3,661	13,447	10,000	4,000
45300 - Administration				
County Dispatch Services	52,636	79,001	82,000	60,000
County Radio Services	28,980	36,614	40,000	30,000
45910 - Radio Capital Outlay	23,909	20,000	25,000	20,000
<b>Total COMMUNICATIONS</b>	<b>109,186</b>	<b>149,062</b>	<b>157,000</b>	<b>114,000</b>
<b>CDPS COOPERATOR INCIDENTS</b>				
42600 - Cooperator Incident--Misc.	2,995	806	-	-
- 42601 - Cooperator Incident--Personnel	7,109	29,176	-	-
<b>Total FF COOPERATIVE AGREEMENT</b>	<b>10,104</b>	<b>29,982</b>	<b>-</b>	<b>-</b>
<b>REPAIR SERVICES (Fleet &amp; Equip)</b>				
46200 - Pump & Equipment Testing	17,938	20,000	20,000	20,000
46211 - Supplies & Expenses & Parts	52,636	28,000	28,000	28,000
46212 - Out-source Maint& Repair	79,572	45,000	55,000	57,000
<b>Total REPAIR SERVICES (Fleet &amp; Equip)</b>	<b>150,146</b>	<b>93,000</b>	<b>103,000</b>	<b>105,000</b>

# ASPEN FIRE PROTECTION DISTRICT

2024 PROPOSED BUDGET -- DRAFT #3B 11/28/2023

## GENERAL FUND

PAGE 4

	2022 ACTUAL	2023 ESTIMATED	2024 PROPOSED	2023 AS APPROVED
<b>STATIONS, BUILDINGS &amp; GROUNDS</b>				
Headquarters Station				
48209 - Alarm Monitoring and T&I--HQ	420	1,750	1,750	1,750
48210 - Repairs & Maint. - Headquarters	22,052	20,000	20,000	20,000
48211 - Supplies & Exp. - Headquarters	12,352	12,000	12,000	12,000
48214 - Utilities - Headquarters	38,543	42,000	42,000	42,000
48215 - Cleaning - Headquarters	7,169	10,000	11,000	8,000
Total Headquarters Station	80,536	85,750	86,750	83,750
North 40 Station				
48299 - Residential Apartment--North40	6,608	-	500	500
48309 - Alarm Monitoring and T&I--N40	420	1,200	1,200	1,200
48311 - Repairs & Maint. - North 40	22,982	37,000	60,000	22,000
48315 - Supplies & Expenses - North 40	11,386	10,000	10,000	10,000
48320 - Utilities - North 40	47,783	40,000	60,000	45,000
Total North 40 Station	89,179	88,200	131,700	78,700
Aspen Village Substation				
48016 - Supplies & Exp.- Aspen Village	513	500	750	750
48400 - Utilities - Aspen Village	7,657	8,500	8,500	7,000
48409 - Alarm Monitoring and T&I--AV	420	1,000	1,000	1,000
48410 - Repairs & Maint. - Aspen Village	4,227	3,816	4,000	3,000
Total Aspen Village Substation	12,817	13,816	14,250	11,750
Starwood Substation				
48411 - Tenants' Rent - Starwood	10,550	11,049	11,000	10,600
48412 - Utilities & Expenses - Starwood	12,198	14,000	14,000	10,000
Total Starwood Substation	22,748	25,049	25,000	20,600
Woody Creek Substation				
47299 - Residential Apartment--Woody Creek	7,629	500	500	500
47301 - Supplies & Exp. - Woody Creek	1,106	500	500	500
47302 - Utilities - Woody Creek	11,553	12,000	12,000	11,000
47309 - Alarm Monitoring and T&I--WC	420	1,000	1,000	1,000
47310 - Repairs & Maint. - Woody Creek	2,991	3,200	3,000	2,500
Total Woody Creek Substation	23,699	17,200	17,000	15,500
<b>Total STATIONS, BUILDINGS &amp; GROUNDS</b>	<b>228,979</b>	<b>230,015</b>	<b>274,700</b>	<b>210,300</b>
<b>OTHER</b>				
49502 Transfer TO Capital Acquisition Fund	600,000	600,000	720,000	600,000
49505 Transfer TO Housing Fund	1,100,000	1,340,950	1,906,819	1,100,000
49507 Transfer TO Emergency Reserve Fund	50,000	50,000	50,000	50,000
49508 Transfer TO Operations Reserve Fund				
49515 Contribution TO FPPA Volunteer Pension Fund	250,000	150,000	250,000	150,000
<b>Total OTHER</b>	<b>2,000,000</b>	<b>2,140,950</b>	<b>2,926,819</b>	<b>1,900,000</b>
<b>Total Expenditures</b>	<b>6,984,510</b>	<b>7,557,858</b>	<b>10,372,587</b>	<b>7,339,317</b>
<b>Net Income</b>	<b>244,509</b>	<b>(60,673)</b>	<b>450,000</b>	<b>-</b>
Ending Balance, December 31	3,408,460	3,347,787	3,797,787	







# ASPEN FIRE PROTECTION DISTRICT

2024 PROPOSED BUDGET -- DRAFT #3B 11/28/2023

## HOUSING FUND

	2022 ACTUAL	2023 ESTIMATED	2024 PROPOSED	2023 AS APPROVED
Beginning Balance, January 1	7,856,990	726,552	936,062	
*****				
<b>REVENUES</b>				
<b>HOUSING FUND (Income)</b>				
39502 - Transfer from General Fund	1,100,000	1,340,950	1,906,819	1,100,000
31190 - Interest on Investments	37,038	82,000	82,000	10,000
31192 - Grants Received	50,000			
** 31195 - Fire Place--Total Income (RG)	75,000	tbd	238,152	244,860
31196 - Fire Place Reserves--Interest Income (AFPD)		2,000	2,000	
<b>Total HOUSING FUND (Income)</b>	<b>1,262,038</b>	<b>1,424,950</b>	<b>2,228,971</b>	<b>1,354,860</b>
<b>Total Revenues</b>	<b>1,262,038</b>	<b>1,424,950</b>	<b>2,228,971</b>	<b>1,354,860</b>
<b>EXPENDITURES</b>				
<b>HOUSING FUND (Expenses)</b>				
70100 - North 40 Project--Soft Costs				
Fire Place Fitness Equipment	34,000			
Architectural Services	64,689	-		-
Construction Mgmt. Services	96,838	12,735		-
Other Services / Fees	157,946	(9,705)		-
70200 - North 40--Construction	6,907,170	-		-
** 70201 - Fire Place --Total Expenses (RG)	37,000	tbd	125,984	115,485
** 70205 - Fire Place--Transfer to Reserves (RG)	-	117,810	117,810	117,810
70300 - COPs--Lease Payments				
70301 - Interest Payments	526,550	509,600	486,200	509,600
70302 - Principal Payments	565,000	585,000	605,000	585,000
70305 - Bank (UMB) Sweep/Admin Fees	3,283	-	-	-
<b>Total HOUSING FUND (Expenses)</b>	<b>8,392,476</b>	<b>1,215,440</b>	<b>1,334,994</b>	<b>1,327,895</b>
<b>Total Expenditures</b>	<b>8,392,476</b>	<b>1,215,440</b>	<b>1,334,994</b>	<b>1,327,895</b>
<b>Net Income</b>	<b>(7,130,438)</b>	<b>209,510</b>	<b>893,977</b>	<b>26,965</b>
*****				
Ending Balance, December 31	726,552	936,062	1,830,039	

**\*\* PLEASE SEE DETAILS OF THE 2024 PROPOSED BUDGET for FIRE PLACE HOUSING on the following pages**

## 2024 Budget Analysis Fire Place (AFPD Housing)

		2023 Proforma	2024 Proposed Budget
		Jan-Dec	Jan-Dec
<b>Operating Income &amp; Expense</b>			
<b>Income</b>			
4000	<b>RENTAL</b>		
4010	Rental Revenue - Apartment Units	247,200	236,592
	<b>Total RENTAL</b>	<b>247,200</b>	<b>236,592</b>
4500	<b>FEES</b>		
4510	Late Fee & Finance Charge	-	-
4530	Application Fee Revenue	-	-
	<b>Total FEES</b>	<b>-</b>	<b>-</b>
4600	<b>OTHER REVENUE</b>		
4710	Operating Interest Revenue	1,574	1,560
	<b>Total OTHER REVENUE</b>	<b>1,574</b>	<b>1,560</b>
	<b>Total Operating Income</b>	<b>248,774</b>	<b>238,152</b>
<b>Expense</b>			
6000	<b>OFFICE &amp; ADMINISTRATION EXPENSES</b>		
6005	Bank Fees	-	-
6010	Office Supply & Admin	172	180
6025	Technology & Website	710	780
	<b>Total OFFICE &amp; ADMINISTRATION EXPENSES</b>	<b>883</b>	<b>960</b>
6050	<b>PROFESSIONAL FEES</b>		
6051	Legal Fees	-	-
6060	Tenant Screening	-	-
	<b>Total PROFESSIONAL FEES</b>	<b>-</b>	<b>-</b>
6100	<b>MANAGEMENT SERVICES</b>		
6110	Management Services - TRG	25,764	27,155
6113	Management Services - Leasing Fee - TRG	1,695	-
6114	Management Services - Renewal Fee - TRG	4,500	5,625
	<b>Total MANAGEMENT SERVICES</b>	<b>31,959</b>	<b>32,780</b>
	<b>INSURANCE</b>		
6155	Property/Building Insurance	11,283	12,411
	<b>Total INSURANCE</b>	<b>11,283</b>	<b>12,411</b>
	<b>HVAC - HEAT, VENTILATION, AIR</b>		
6320	HVAC - Heat, Ventilation, Air - TRG	7,672	10,017
6321	HVAC - Heat, Ventilation, Air - OC	2,450	-
	<b>Total HVAC - HEAT, VENTILATION, AIR</b>	<b>10,122</b>	<b>10,017</b>
6300	<b>GENERAL MAINTENANCE</b>		
6311	Building Maintenance - OC	2,821	3,000
6312	Unit Repair & Maintenance - TRG	600	-
6313	Unit Repair & Maintenance - OC	875	1,500
6314	Contractor Warranty Management	76	-
6315	Building Repairs & Maintenance - TRG	5,331	6,201
6322	Unit Repair & Maintenance - TRG	1,446	1,723
6323	Unit Move Out Inspections	175	310
6350	On-Call Services	3,770	4,840
	<b>Total GENERAL MAINTENANCE</b>	<b>15,094</b>	<b>17,574</b>
	<b>EQUIPMENT</b>		
6390	Maintenance Supplies & Equipment	1,656	1,200
	<b>Total EQUIPMENT</b>	<b>1,656</b>	<b>1,200</b>
	<b>LANDSCAPE &amp; IRRIGATION</b>		
6401	Landscaping & Irrigation - TRG	2,038	-
6402	Landscaping & Irrigation - OC	1,906	-
	<b>Total LANDSCAPE &amp; IRRIGATION</b>	<b>3,944</b>	<b>-</b>



## 2024 Budget Analysis Fire Place (AFPD Housing)

		2023 Proforma	2024 Proposed Budget
		Jan-Dec	Jan-Dec
<b>SNOW REMOVAL</b>			
6465	Snow Removal - TRG	-	-
6471	Snow Removal - OC	23,260	-
	<b>Total SNOW REMOVAL</b>	<b>23,260</b>	<b>-</b>
6500	<b>JANITORIAL</b>		
6505	Janitorial Labor (TRG)	5,720	-
6520	Janitorial Supplies & Equipment	1,435	600
	<b>Total JANITORIAL</b>	<b>7,155</b>	<b>600</b>
6600	<b>OUTSIDE CONTRACTOR SERVICE</b>		
6605	Elevator Maintenance	4,750	5,750
6615	Fire & Safety	4,000	4,000
6630	Key/Lock Replacement	20	40
6660	Window Cleaning	1,185	1,240
	<b>Total OUTSIDE CONTRACTOR SERVICE</b>	<b>9,955</b>	<b>11,030</b>
6850	<b>UTILITIES</b>		
6855	Electricity - unoccupied units	125	100
6857	Garage Electricity	23,021	
6865	Water	6,606	6,900
6866	Sewer	5,251	5,400
6870	Trash & Recycling	5,017	-
6882	Telephone-Fire AlarmMonitoring	500	960
6884	Telephone-Elevator	3,482	3,656
	<b>Total UTILITIES</b>	<b>44,002</b>	<b>17,016</b>
6900	<b>OTHER</b>		
6921	North 40 Park use fee	3,400	3,400
6920	Contingency (5%)	90	5,179
	<b>Total OTHER</b>	<b>3,490</b>	<b>8,579</b>
	<b>Total Operating Expense</b>	<b>162,803</b>	<b>112,168</b>
	<b>Net Operating Income</b>	<b>85,971</b>	<b>125,984</b>
<b>OTHER EXPENSE</b>			
6998	Maintenance Reserve / FFE Reserve	52,560	52,560
6998	Capital Repair/Replacement Reserve	65,250	65,250
	<b>Total OTHER EXPENSE</b>	<b>117,810</b>	<b>117,810</b>
	<b>Net Income</b>	<b>(31,839)</b>	<b>8,174</b>



**INTERGOVERNMENTAL AGREEMENT FOR THE OPERATION,  
ADMINISTRATION AND FINANCIAL SUPPORT OF THE PITKIN COUNTY  
REGIONAL EMERGENCY DISPATCH CENTER**

**THIS INTERGOVERNMENTAL AGREEMENT (IGA, the “Agreement”)** is made this \_\_\_ day of \_\_\_\_\_, 2023, by and between Pitkin County, City of Aspen, Town of Snowmass Village, and Town of Basalt, and the Special Districts of Aspen Fire Protection District, Roaring Fork Fire Rescue Authority, and Aspen Ambulance District, each being a governmental entity or special district providing services within Pitkin County, and identified areas of Eagle County, State of Colorado, and hereinafter severally referred to by name or collectively as the “**Participating Members,**”

**WITNESSETH:**

**WHEREAS** the agreement is entered into pursuant to, *inter alia*, C.R.S. §§ 29-1-201, *et seq.*, and Article XIV, Section 18 of the Colorado Constitution; and

**WHEREAS**, Participating Members entered into an original Intergovernmental Agreement with Pitkin County on February 23, 1976, No. 012-1976; as amended on March 1, 1983, No. 011-1983 March 3, 1990, No 050-1990 May 13, 2009, No 031-2009; and May 28, 2014, No. 063-2014 establishing a joint public safety communications system, serving their respective jurisdictions; and

**WHEREAS**, the Participating Members furnish fire/emergency medical services and/or law enforcement protection and other public safety services to the citizens and residents within the boundaries and areas of their respective service areas; and

**WHEREAS**, to date, the Regional Emergency Dispatch Center (the “Center”) has

provided services to all the Participating Members for a fee established by the Center as a department under the direct control and supervision of Pitkin County; and

**WHEREAS**, the Participating Members each hereby determine and declare that this IGA is necessary, proper and convenient for the continued fostering and preservation of the public peace, health and safety; and.

**NOW, THEREFORE**, in consideration of the premises and of the respective covenants and undertakings of the Participating Members, as herein set forth, IT IS AGREED UPON as follows:

### **ARTICLE I – TERM AND EFFECT**

1. **Effect of IGA.** Except as expressly provided herein, this IGA shall replace and supersede all prior agreements of any kind between all or any of the Participating Members and any or all other Participating Members hereto, to the extent and for the limited purpose as such other agreements may be related to the provision of services by the Pitkin County Regional Emergency Dispatch Center. The previous Intergovernmental Agreement (IGA), as amended, is hereby terminated and of no further force and effect.
2. **Term.** The initial term of this IGA shall commence on July 1, 2023 and expire on December 31, 2028. Upon the expiration of the initial term, the IGA shall automatically renew for an additional five (5) year renewal term and will automatically renew for additional five (5) year terms thereafter, subject to the provisions of “Article V, Default, Termination & Withdrawal,”

### **ARTICLE II – DISPATCH CENTER OPERATIONS**

1. **Administration of the Center - County Government.**
  - a. The Center functions as a department of Pitkin County, under the administrative responsibility of the County Manager or their designee.
  - b. The Center shall be administered and supervised by the Emergency Dispatch Director, or other designated position by the County. All persons employed

by the Center, including the Director, are Pitkin County employees, subject to all Pitkin County personnel policies and procedures, and eligible for all Pitkin County employee benefits available to like employees.

- c. Pitkin County shall have fiduciary responsibility for the Center and shall be its fiscal agent. The financial and budgetary process for the Center shall follow Pitkin County policy and procedure regarding such matters.
- d. Pitkin County shall provide defined overhead services for the Center including, but not limited to County Manager services, payroll administration, human resource services, legal services, information systems services, Any and all costs associated with the provision of overhead services shall be annually borne through Participating Member fees.
- e. The spaces housing Center functions are controlled and managed by Pitkin County and the County shall exercise control with respect to its use, maintenance and care.
- f. All right, title and interest to the assets of the Center including, without limitation, all equipment, hardware, software, furniture, fixtures and supplies are the property of Pitkin County. Portable and mobile radios, pagers and associated equipment purchased by Participating Members are excluded and remain the property of the respective agency.
- g. The Center and County shall develop a proposed annual budget for review by the Communications Board by June 30th each year. The Communications Board will recommend revisions and/or approve for adoption by the BOCC.
- h. The County Home Rule Charter, along with the administrative, financial, and management policies, procedures, regulations, and ordinances of Pitkin County shall apply with respect to the operation and management of the Center.

## **2. Governance of the Center - Communications Board.**

- a. The purpose of the Board is to provide representatives of the Participating Member agencies with a means to offer advice, suggestions and recommendations to the Director and the County with respect to the operation and management of the Center to ensure the effective operation and delivery of services by the Center.
- b. The Board shall be comprised of the following individuals of Participating Member agencies:
  - i. Pitkin County Sheriff or their designee;
  - ii. City of Aspen Police Chief or their designee;
  - iii. Town of Snowmass Village Police Chief or their designee;
  - iv. Town of Basalt Police Chief or their designee;
  - v. Aspen Fire Protection District Chief or their designee;
  - vi. Roaring Fork Fire Rescue Authority Chief or their designee;
  - vii. Aspen Ambulance District Chief or their designee;
  - viii. Pitkin County Manager or their designee.
- c. Term length for each Board member is perpetual, as long as their agency remains in compliance with the terms and conditions of this IGA.
- d. The Board shall assume and carry out the following duties and responsibilities:
  - i. Meet as often as may be required, but not less than once during each quarter of the calendar year.
  - ii. Make recommendations and determinations regarding the definition of emergency services, expectations for service levels and the appropriate use of Center services.
  - iii. Oversee operational goals and guidelines for the Center.
  - iv. Review the proposed annual budget, providing recommendations to the Director and Pitkin County.
  - v. Evaluate and adopt the methodology for allocating costs to Participating Members and User Agencies.

- vi. Provide input on the performance of the Director, as appropriate, to the County Manager for formal consideration during the Director's performance reviews.
- e. The Board shall set and maintain its own by-laws, policies and procedures related to the conduct of meetings, standards for members, and all other internal matters, provided such matters in no way interfere with the policies and procedures of Pitkin County.

### **3. Emergency Dispatch Director.**

- a. The Director reports to and receives supervision from the Pitkin County Manager or their designee.
- b. The duties of the Director shall include:
  - i. Responsibility for the day-to-day operations of the Center, operational budget control, personnel management, long range and capital planning.
  - ii. Recommending the appointment, promotion and termination of Center employees, subject to Pitkin County policies and procedures.
  - iii. Attending Communications Board meetings.
  - iv. Working regularly with the Board or its designee to develop operational protocols.

### **4. CJIS Network and Technology / Application Services.**

- a. The Pitkin County Network is maintained by Pitkin County. By using network resources, all Participating Members agree to comply with the current Criminal Justice Information System (CJIS) Security Policy.

The Dispatch Center is entrusted with the oversight of managing, accessing, and sharing criminal justice information within the CJIS network. This encompasses the critical task of adhering to the guidelines, standards, and protocols established by the CJIS Division of the Federal Bureau of Investigation (FBI) and complying with relevant state and federal laws. To

ensure strict adherence, the Dispatch Center must uphold all existing Management Control agreements (MCA) and Interagency Agreements (IGAs) associated with the CJIS network and our partner agencies.

As the primary managing entity of the CJIS network, the Dispatch Center assumes responsibility for the physical networks, servers, applications, and infrastructure. This entails performing proper maintenance and configuration and implementing robust security measures and applications to guarantee the seamless and efficient operation of the CJIS network in support of the user agencies. Additionally, the Dispatch Center will actively collaborate with user agencies and their technical representatives, providing valuable assistance and support for our shared CJIS systems and applications.

### **ARTICLE III – CHARGES FOR SERVICES AND CAPITAL EXPENDITURE PARTICIPATION FUND**

- 1. Payment for Services.** The Participating Members agree to the payment of a fee for the Services **equal to an allocated annual share** of the overall operating costs of the Center. The collection schedule for Participating Members shall be developed on an annual basis.
- 2. Capital Budget.** Capital expenditures for the Center, known as the Capital Budget, shall be budgeted separately from operations as part of the County's Capital Plan. The Capital budget shall be based on a 10-year plan identifying all capital expenditures for improvements and replacement of equipment/systems. Modifications to the Capital Budget, in terms of monetary obligations, as well as the **contribution formula**, may be recommended and approved by the Board as deemed appropriate.

### **ARTICLE IV – FUTURE CONTRACTS BY THE CENTER FOR COMMUNICATION SERVICES**

It is agreed by and between the Participating Members that the Center may be in a position to furnish dispatch communication services to other governmental, quasi-governmental, or

non-governmental entities, and in this regard, the Participating Members hereby expressly agree and consent that any such contract or agreement for the provision of services to such other entities and the Center shall be either through amendment to this IGA, or through a separate document on the same terms and condition as this IGA, including the formula used for annual cost calculations, as well as any other terms and conditions that the Center may deem appropriate which are not inconsistent with this IGA, do not lessen the service to, or increase the charges due from the other Participating Members. Notwithstanding the foregoing, Participating Members all acknowledge that certain governmental entities, at a maximum threshold of service demand as set by the Board, may potentially opt to forego participating membership into the Center per this agreement, and instead contract with the Center for services.

#### **ARTICLE V – DEFAULT, TERMINATION & WITHDRAWAL**

- 1. Notice of Default.** In the event any Participating Member fails to appropriate funds during the annual budget process or pay its share of the operating costs when due, or is otherwise in default under its obligations per this IGA, the County shall cause written notice to be given to the defaulting Participating Member’s legislative body or other authority that approved this IGA, of the Center’s intention to suspend performance of Center Services under this IGA as to such Participating Member in default unless such default is cured within twenty (20) days from the date of such notice. Such notice shall be set forth in reasonable detail, with the nature of the default and the required action to cure the same.
- 2. Suspension of Performance.** Upon failure to cure said default within the said twenty (20) days period, performance of Center Services under this IGA shall be immediately suspended by the County, as to the defaulting Participating Member only.
- 3. Emergency Center Services.** Notwithstanding anything above to the contrary, said suspension of performance of Center Services under this IGA shall not include any suspension of performance of “Emergency Services” by the Center, as such term is defined by the Board, for the defaulting Participating Member. “Emergency Services” shall continue to be performed by the Center for the defaulting



Participating Member, and the County shall invoice the defaulting Participating Member for such emergency services at a rate as determined to be appropriate by the Board, for the duration of such suspension. All Participating Members hereto concur that such invoices shall be considered a good and valid debt for the payment of services provided, which may be collected and/or assigned through all available legal and equitable means.

- 4. Termination.** If, after committing default under this IGA which necessitates a suspension of performance of Center services as discussed above, any defaulting Participating Member continues to fail to correct any default under the performance of this IGA for an additional period of three months, the County may provide said defaulting Participating Member with a notice of intention to terminate service to said defaulting Participating Member upon the end of the current fiscal and calendar year. Such termination shall effectively eliminate any and all rights the defaulting Participating Member may have to rely on the provision of any Center services, including without limit, all emergency services. Any Center assets that were partially or fully purchased with that Participating Member's funding shall stay with the Center. The defaulting Participating Member will receive no repayment for any money which was expended for the purchase of such assets under either this IGA, as such agreement now stands, or maybe amended from time to time.
- 5. Withdrawal.** Except for non-appropriation, if a Participating Member wishes to withdraw from the Center, a one- year written notice must be submitted to the County stating such intentions. Any Center assets that were partially or fully purchased with that Participating Member's funding shall stay with the Center. The withdrawing Participating Member will receive no repayment for any money which was expended for the purchase of such assets under either this IGA, as such agreement now stands, or maybe amended from time to time.
- 6. Survival of Agreement.** Notwithstanding anything herein to the contrary, Participating Members understand and agree that all terms and conditions for this IGA shall remain in full force and effect regardless of an individual member's withdrawal or termination.

## ARTICLE VI – GENERAL PROVISIONS

### **1. Appropriation of funds.**

- a. Notwithstanding anything herein to the contrary, the obligations of each individual Participating Member under this IGA shall be, where appropriate, subject to the annual appropriation by that Participating Member's governing body, of funds sufficient to meet those obligations provided herein. In the event that sufficient funds are not so appropriated by any Participating Member, this Agreement may be terminated by either said Participating Member or the County as to said Participating Member.
- b. Nevertheless, no Participating Member shall be permitted to terminate or withdraw from this IGA prior to the end of a fiscal or calendar year due to such non-appropriation of funds, and in no circumstances shall any portion of any type of contribution of the Participating Member failing to so appropriate sufficient funds be returned or pro-rated due to such non-appropriation.
- c. No obligation provided in this IGA is intended to, or shall be interpreted to, constitute a multiple year direct or indirect debt or other financial obligation whatsoever within the meaning of the Constitution or laws of the State of Colorado.

**2. Modifications.** No modification or waiver of this IGA, or modification of any covenant, condition, or provision herein contained, shall be made unless duly executed by a 5/8th or 64% majority of the Participating Member entities.

**3. Entire Agreement.** This IGA constitutes the entire agreement and understanding between the Participating Members on the subject matter hereof and supersedes any prior agreements or understandings relating to the subject matter of this IGA, except for other written agreements and understandings referred to herein.

**4. Severability.** All agreements and covenants contained herein are severable, and in the event that any such agreement or covenant is held invalid, by a court of competent jurisdiction, this IGA shall be interpreted as if such invalid agreement or covenant were not contained herein.

5. **Notice.** Any notice required or communication given pursuant to this IGA shall be in writing and shall be delivered by electronic delivery to the Communication Board Chair and by one of the following methods 1) hand delivery or 2) electronic delivery by email or 3) registered or certified mail, postage pre-paid to the mailing address to the addresses listed in **Addendum B to this IGA, Notification and Contact Information.** Each Participating Member by notice sent under this paragraph may change the address to which future notices should be sent. Electronic delivery of notices shall be considered delivered upon receipt of confirmation of delivery on the part of the sender. If given in person, notice shall be deemed given when actually given. If given by certified mail, notice shall be deemed given at the time indicated on the duly completed return receipt. Nothing contained herein shall be construed to preclude personal service of any notice in the manner prescribed for personal service of a summons or other legal process.
6. **Governmental Immunity.** No Participating Member hereto intends to waive, expressly or implicitly, by any provision of this IGA, the monetary limits or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, Section 24-10-101, et seq., C.R.S., as amended from time to time, or any other privilege or immunity provided by law.
7. **Agreement made in Colorado.** This Agreement shall be construed according to the laws of the State of Colorado, and venue for any action shall be in the District Court in and for Pitkin County, Colorado.
8. **No Benefit to Inure to Third Parties.** This IGA does not, and shall not be deemed to, confer upon or grant to any third party any right to claim damages or to bring any lawsuit, action or other proceedings against any Participating Member because of any breach hereof, or because of any terms, covenants, agreements or conditions contained herein.
9. **Attorney's Fees.** If an action is brought to enforce this IGA, the prevailing party shall be entitled to reasonable attorney's fees and costs.

- 10. No Waiver.** The waiver by any party to this Agreement of any term or condition of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any Participating Member.
- 11. Benefit.** This IGA shall be binding upon and shall inure to the benefit of the Participating Members hereto, their successors or assigns.
- 12. Insurance.** Regardless of the obligation for the Center to carry all proper and necessary insurance to provide appropriate coverage for its operations, all Participating Members hereto shall also be required to maintain insurance coverage at a minimum of the limits for liability set forth by the Colorado Governmental Immunity Act, Section 24-10-101, et seq., C.R.S., as amended from time to time.
- 13. Individual obligations.** Each Participating Member is required to carry out and perform all the obligations of a Participating Member under this IGA independently of the actions of any and all other Participating Members. No Participating Member shall be responsible or liable for the failure of any other Participating Member to perform its obligations herein.
- 14. Authority.** Each person signing this Agreement represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the Participating Member it represents to the terms and conditions hereof.

#### **ARTICLE VII – EFFECTIVE DATE & EXECUTION**

In accordance with CRS §29-1-203(1), this IGA shall not become effective as to any party unless and until it has been approved by all Participating Members hereto. . The initial term of this IGA and the rights and obligations inuring there under shall run concomitantly for all Participating Members hereto, regardless of the date of signature of any one Participating Member. This IGA may be executed in counterparts.

**IN WITNESS HEREOF**, the Participating Members hereto, acting under authority of their respective governing bodies, have caused this Agreement to be executed the day and year first above written.

A page per agency for signatures

**Table 15 - Actuarial Valuation Information Checklist**

	Current Plan	Proposed Plan A	Proposed Plan B	Proposed Plan C	Maximum Per State Statute
1. Normal Retirement Benefit (monthly):					
a. Regular	\$750.00	\$800.00	\$825.00	\$850.00	None
b. Extended Service Amount Per Year of Service	\$37.50	\$40.00	\$41.25	\$42.50	5% of Regular, for 10 Additional years
2. Vested Retirement Benefit (monthly):					
a. With 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$37.50	\$40.00	\$41.25	\$42.50	Pro rata Share of Regular 20 Years
b. Minimum Vesting Years	10	10	10	10	
3. Disability Retirement Benefit (monthly):					
a. Short Term Disability for line of duty injury Amount payable for not more than 1 year	\$0.00	\$0.00	\$0.00	\$0.00	½ of Regular or \$225, whichever is greater
b. Long Term Disability for line of duty injury Lifetime Benefit	\$0.00	\$0.00	\$0.00	\$0.00	Regular or \$450 whichever is greater
4. Survivor Benefit (monthly):					
a. Following Death before Retirement Eligible; Due to death in the line of duty as a volunteer firefighter	\$0.00	\$0.00	\$0.00	\$0.00	½ of Regular or \$225, whichever is greater
b. Following Death after Normal Retirement	\$375.00	\$400.00	\$412.50	\$425.00	50% of Regular
c. Following Death after Normal Retirement with Extended Service Amount Per Year of Service	\$0.00	\$0.00	\$0.00	\$0.00	50% of Extended
d. Following Death after Vested Retirement with 10 to 20 Years of Service Amount Per Year of Service per Minimum Vesting Years	\$18.75	\$20.00	\$20.63	\$21.25	50% of Vested
e. Following Death after Disability Retirement	\$0.00	\$0.00	\$0.00	\$0.00	50% of Long Term
f. Optional Survivor Benefits in lieu of 4a-e Following Death before or after Retirement Eligible due to death on or off duty as a volunteer firefighter (Purchase of Life Insurance Required)	\$0.00	\$0.00	\$0.00	\$0.00	100% of Regular
5. Funeral Benefit (Required Benefit):					
a. Funeral Benefit Lump Sum, one time only	\$500.00	\$500.00	\$500.00	\$500.00	2 times Regular



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

	Current Plan (1)	Plan A (2)	Plan B (3)	Plan C (4)
1. Normal Retirement Benefit	\$ 750.00	\$ 800.00	\$ 825.00	\$ 850.00
2. Normal Cost	16,711	17,826	18,382	18,936
3. Present Value of Future Benefits	5,076,649	5,414,509	5,583,437	5,752,365
4. Actuarial Accrued Liability	5,018,772	5,352,771	5,519,772	5,686,775
5. Unfunded Accrued Liability / (Surplus)	877,708	1,211,707	1,378,708	1,545,711
6. Administrative and other ongoing expenses	16,600	16,600	16,600	16,600
7. Total Annual Calculated Contribution*	106,027	140,696	158,029	175,361
8. Assumed Contribution	190,000	190,000	190,000	190,000
9. Funding Period Based on Assumed Contribution	8 years	12 years	14 years	17 years
10. Funded Ratio	83%	77%	75%	73%

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

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

*The Total Annual Calculated Contributions shown here assume a long-term investment return of 7.0% per year. Currently, the FPPA Board is considering an alternative asset allocation for heavily retiree-weighted volunteer plans. This could result in the use of a lower assumed investment return in the future which would result in an increased Total Annual Calculated Contribution. All departments should carefully weigh decisions about benefit improvements and their ability to fund the necessary contributions on an ongoing basis, but this is particularly the case for heavily retiree-weighted departments, such as yours, knowing that contribution needs may increase to reflect the future underlying asset allocation.*





# Aspen Fire Protection District Monthly Staff Report - October 2023

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## Fire Marshal Report:

ACTIVITY	QUANTITY
<b>Inspections</b> (sprinkler, alarm, tents, tanks)	37
<b>Plan Reviews</b> (Sprinkler, alarm, preliminary building review, access, tent, solar, Ansul system, hood systems)	26
<b>Site Visits / Meetings</b>	16
<b>Fire &amp; Life Safety Inspections</b> (including Tents)	1
<b>Wildfire Risk Assessments</b>	2
<b>Training &amp; Education</b>	2

### Prevention Activities Highlights:

- Fire Prevention Week Oct 8-14.
    - Our Scotty Fire Education Trailer, AKA traveling fire education classroom, was at the Aspen Elementary School and Country day for Fire Prevention Week. Activities were coordinated & conducted by Deputy Fire Marshal Smith, with help from some of our firefighters, along with Jesse Garcia from Roaring Fork fire. Ben had also assisted Roaring Fork Fire with their fire education week activities. The interagency coordination was a great help.
    - We were able to teach 533 students lessons about fire safety and what to do in the event of an emergency.
    - We provided a fire extinguisher training as part of Fire Prevention Week, at the Clark's Market parking lot. This was open to the public, but also included all of the employees working at Clark's that day. Ben conducted the training, assisted by Ali. They did have to break it off about 30 minutes early, due to torrential rain/snow that day.
  - Fire Leadership Challenge / Fire Marshal Symposium (Keystone) Week of Oct. 16. Ben & I both attended this week-long conference which provided some great networking and training opportunities. We were each able to obtain Continuing Education Units for our respective certifications. All in all, a very worthwhile week.
- \* Wildfire Assessments: Ben conducted two; crews did a great deal more.
- \*\* Training & Education included one car seat installation and one fire drill.
- Crews are doing a great job with pre-planning buildings. We are now at 418 pre-plans completed.





# Aspen Fire Protection District Monthly Staff Report - October 2023

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# Aspen Fire Protection District Monthly Staff Report - October 2023

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## **OPERATIONAL RESPONSE REPORT** (report #849):

<b>TOTAL CALLS</b>	<b>186</b>
<b>(100) Fire</b> (i.e. structure, cooking fire, dumpster, wildland)	1
<b>(200) Overpressure Rupture, Explosion, Overheat (No Fire)</b> (i.e. rupture from steam, overpressure rupture from air or gas, chemical reaction, explosion, excessive heat/scorch burns)	0
<b>(300) Rescue &amp; Emergency Medical</b> (i.e. medical assist, vehicle accidents, removal from elevator, extrications, water/ice rescue)	25
<b>(400) Hazardous Condition</b> (i.e. gas leak, chemical spill, electrical/wiring problem, carbon monoxide, aircraft standby, vehicle accident clean up)	21
<b>(500) Service Call</b> (i.e. smoke/odor removal, assist other agency, person in distress, water problem, animal problem)	8
<b>(600) Good Intent Call</b> (i.e. dispatched and cancelled enroute, authorized controlled burning, steam/vapor/dust thought to be smoke, hazmat release with no hazmat)	57
<b>(700) False Alarm, False Call</b> (i.e. alarms due to malfunction, unintentional alarms, pull station alarm activated maliciously or by accident)	71
<b>(800) Severe Weather &amp; Natural Disaster</b> (i.e. flood, windstorm, lighting strike with no fire, earthquake)	0
<b>(900) Special Incident Type</b> (calls mistakenly paged out, informational pages, alarm tests)	3



# Aspen Fire Protection District Monthly Staff Report - October 2023

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## October 2023 Operations Overview

### Incidents

RFFR Structure fire that they were paged out for a smoke heat alarm. On scene found smoke and flames coming from the AB side. We were called for mutual aid.



Fire Pit Fire





# Aspen Fire Protection District Monthly Staff Report - October 2023

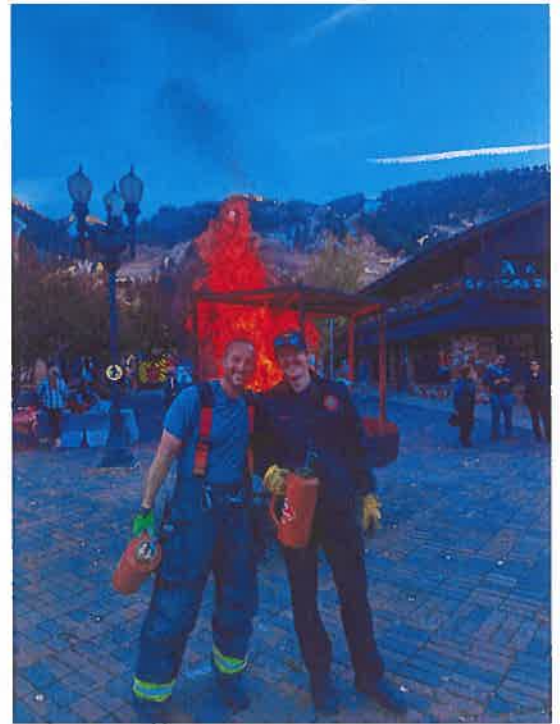
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## Events

Tommy Clapper Celebration of Life



Homecoming Bonfire



Halloween





# Aspen Fire Protection District Monthly Staff Report - October 2023

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## WW Cornell Headstone Placement and Ceremony





# Aspen Fire Protection District Monthly Staff Report - October 2023

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## Collaborations

A Shift lunch with Aspen Ambulance



## Spotlights

Working with CPW and APD to retrieve a tranquilized bear out of a tree. They believe this is the same bear that attacked a man in the St Regis the night before.





# Aspen Fire Protection District Monthly Staff Report - October 2023

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## Early Winter Storm



## Training





## Aspen Fire Protection District Monthly Staff Report - October 2023

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### Training Report (Report #1625) -

Type of Class	# Classes	Total Class Hours	Total # Members Attended	Total Combined Member Hours
In House - DO Aerial Ops	1	1:45	2	3:30
In House - DO Driving	1	1:00	3	3:00
In House - DO Pumping	1	1:00	2	2:00
In House - EMS	4	8:00	28	56:00
In House - Fire Officer / Command				
In House - Firefighter	9	16:20	46	107:00
In House - Monthly Training				
In House -Hazmat				
In House - Tech Rescue	2	15:00	31	236:00
In House - Wildland FF				
Miscellaneous				
Outside Training	2	5:00	3	6:00
<b>TOTAL</b>	<b>20</b>	<b>48:05</b>	<b>115</b>	<b>413:30</b>

### Aspen Fire Training Division Report - November 2023

October's fire training was our annual Live Fire training program which was put on with the assistance of Carbondale Fire down at their training facility. We ran two sessions each day over three days to ensure that all career personnel were able to attend while on duty and as many volunteers as possible. Additionally, we put on a two day Trench Rescue class that was co-sponsored by the Training Consortium and attended by members from Aspen Fire, Sardy Field Fire and Carbondale Fire. This class was taught by members of West Metro Fire Rescue Urban Search and Rescue Team.





## Aspen Fire Protection District Monthly Staff Report - October 2023

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The Recruit Class of 2023 have completed all their classes. Some are still finishing their state written testing and their task books. Their badging ceremony is scheduled for the operations meeting on December 6. The firefighter who is in the fall academy is progressing well. He just had his surgery and is continuing with his testing processes during his rehab.

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

- Paramedic Class - 1 firefighter
- Fire Instructor I - 1 firefighter
- Chief Officer Training Curriculum - 2 Battalion Chiefs (18-month class)
- Roaring Fork Leadership - 1 Battalion Chief (9-month class)



# Aspen Fire Protection District Monthly Staff Report - October 2023

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## Wildfire Report

	# Completed for Month	Year-to-date
Wildfire Risk Assessments (Not available from Nov 1 <sup>st</sup> – April 30 <sup>th</sup> )	13	75
Wildfire Risk Map Curbside Assessments	0	510

## November 2023 Update



Grant Name	Due	\$ Ask	Match/ other info	Status
<b>BLM Community Fire Assistance</b>	8/11/23	\$10,000	Continuation/ extension of willoughby fire break	<b>Awarded</b>
<b>RSGI/ IAFC Fuels Reduction</b>	9/30/23	\$20,000	For Chipping program 2024	<b>Awarded</b>
<b>CSFS FRWRM</b>	10/18/23	\$200k	50% match required	<b>Submitted</b>

- **Outreach & Education:**

- City tree mitigation conversation
  - Improvements to risk assessment criteria and hazard tree removal permitting process; integrating our standards
- Neighborhood Ambassador Program
  - RFV Wildfire Collaborative regional effort
    - 10 Aspen ambassadors, 8 additional in the valley
- RFV Wildfire Collaborative received 501(c)3 status in October!

- **Fundraising:**

- 501(c)3 in progress – “**Aspen Wildfire Foundation**” EIN:93-3769620
  - **Purpose:** To protect life, property, and landscapes from the threat of wildfire as a philanthropic branch of Aspen Fire Protection District; and, when necessary, aid in wildfire response and recovery.
  - Articles of incorporation to be filed by end of November
  - 8 person board established

- **Projects**

- Community Chipping:
  - **35.84 tons** of brush removed this year
- Willoughby phase 2: November
- **Project manager** – see description attached
  - Why?
    - To build a program that's both sustainable and effective.
    - To improve division of labor between scaled-up project management and fundraising/ community outreach/
    - Top 25 projects identified with basic cost assessment

# Aspen Fire Protection District

## Wildfire Mitigation Projects Manager Job Description

### DRAFT - November 8, 2023

**40 hours per week/ 1-year contract**

**Tentative Pay range\*: \$48.00 - \$62.50 per hour depending on experience**

**\*Additional benefits not provided**

**The Aspen Fire Wildfire Mitigation Projects Manager develops, implements, and oversees projects to mitigate wildfire risk in Aspen Fire Protection District.** The Project Manager provides coordination, evaluation, and oversight of prioritized mitigation projects, including the AFPD Community Chipping Program. The position also plays a supporting role in the RFV Wildfire Collaborative for mitigation project administration, mapping, and wildfire hazard evaluation programs as it pertains to Aspen Fire's district. The Project Manager will report to the Director of Community Wildfire Resilience for day-to-day operations. Oversight and support will also be provided by various members of the organization, including the Fire Chief, Fire Marshal, and Wildfire Battalion Chief (TBD).

### **General Statement of Duties**

- Coordinate and oversee priority mitigation projects, including:
  - the community chipping program, which includes a request for proposals, outreach and education to residents and property owners, coordinating with funding partners, and coordinating with a contractor for pickup and removal of cut trees and branches (slash) and disposal of resulting slash at Pitkin County Landfill.
  - AFPD's "Top 25" projects list from the Pitkin County Community Wildfire Protection Plan (CWPP) 2023 Update
- Collaborate with local authorities, agencies, and community organizations to establish partnerships, secure resources, and coordinate fire mitigation projects.
- Create and manage budgets for projects, ensuring effective allocation of resources and adherence to financial guidelines.
- Hire and manage contractors for project implementation, overseeing work quality and adherence to project timelines and prescriptions.
- Track program progress and results with a geographic information system (GIS).
- Foster positive relationships with community members, homeowners' associations, and local stakeholders to encourage participation and support for risk reduction initiatives.
- Create community educational content to engage the public with projects.
- Provide excellent customer service to community members by encouraging their participation in community wildfire mitigation programs, answering questions, addressing concerns, and documenting feedback and input.
- Utilize GIS to analyze and map fire-prone areas, track progress, and inform decision-making processes.
- Collaborate with the Roaring Fork Valley Wildfire Collaborative (RFVWC) and its agencies, including local fire departments, emergency management agencies, and other relevant entities, to ensure coordination and alignment of fire mitigation efforts.
- Serve as a technical advisor or subject matter expert for any issues, inquiries, and assistance regarding project coordination and collaboration with RFVWC.

- Stay up to date with industry best practices, emerging trends, and regulatory requirements related to projects.
- Prepare and deliver regular progress reports, presentations, and recommendations for stakeholders, funding agencies, and community leaders.
- Assists the Prevention team with wildfire assessments to identify hazards and recommend mitigation measures to property owners.
- Coordinate with the Aspen Wildfire Foundation for project funding, timelines, and grants management.

### **Minimum Requirements**

- Five years of experience in one or more of the following areas: project management, GIS, forestry, wildfire response, or wildfire mitigation
- High school diploma
- Must be able to read, write and speak the English language proficiently
- Colorado Driver's License (or within two months)

### **Highly Qualified Candidates will possess:**

- Strong project management skills.
- Ability to create and maintain records.
- Strong leadership abilities.
- Organizational skills and knowledge.
- Proven experience in project management, preferably in fire mitigation or related fields.
- Excellent communication skills, with the ability to effectively engage and inspire diverse audiences.
- Familiarity with community engagement techniques and outreach methods.
- In-depth knowledge of Aspen Fire Protection District's geography, wildfire risks, and community dynamics.
- Understanding of fuel types, forest conditions, and forestry practices needed to plan and implement projects; knowledge of fire mitigation strategies, fire-safe practices, and wildfire behavior.
- Proficiency in GIS software and spatial analysis for data mapping, risk assessment, and decision-making.
- Strong budget management skills, with the ability to develop, track, and report on project budgets.
- Demonstrated ability to work independently and collaboratively, managing multiple projects and deadlines.
- Ability to hire, manage, and supervise contractors.
- Strong problem-solving and decision-making skills, with the ability to adapt to changing circumstances.

### **Preferred Qualifications**

- Bachelor's Degree.
- Certified Wildfire Mitigation Specialist.
- Former or Current Red Card/ incident qualification card holder.
- Spanish language proficiency.



November 1, 2023

Rick Balentine  
420 E. Hopkins Ave  
Aspen, CO 81611

Dear Rick Balentine,

On behalf of the International Association of Fire Chief's (IAFC) Ready, Set, Go (RSG)! Program, it is my pleasure to inform you that Aspen Fire Protection District has been selected to receive direct assistance funding for fuels reduction projects in the amount of up to \$20,000. This opportunity is made available through a cooperative agreement between the USDA Forest Service and the IAFC.

Your funds will be reimbursed when the required documentation has been submitted and approved, you can select to be reimbursed in up to three installments. The first and second installments will require progress reports and AMS reporting, while a final reimbursement will require a closeout report and all required documentation.

The IAFC is available to provide guidance to your organization to help meet administrative requirements of the grant.

On behalf of the IAFC and RSG! Program, I thank you for your continued community-wide wildfire mitigation efforts.

Please review the conditions outlined on page 2 that you must agree to, sign, and return to the IAFC by November 10, 2023, to move forward.

Congratulations and thank you for your department's work to help your community be wildfire ready!

Sincerely,

Amber Wells  
Director  
IAFC Wildfire Programs

*This IAFC Wildfire Programs project is funded through a USDA cooperative agreement.*

1. Awardee must comply with all the provisions of 2 CFR 200.
2. Award funds must be used in accordance with the budget included with your application. If the awardee anticipates a change in project scope or budget allocation, they must submit justification and request approval from the IAFC\*.
3. Award funds can only be used for wildfire fuels reduction projects. No award-funded personnel or supplies can be used for suppression or any other operational functions.
  - a. If funds are not used for the purposes described in your proposal, you will be in violation of federal law and subject to a significant penalty.
4. Awardee must submit a formal workplan with a corresponding timeline for fuels reduction project.
5. Awardee will respond to email, phone, and written communication in a timely manner.
6. Award funds cannot be used to cover staffing overtime, hours can only be billed at the regular rate.
7. Awardee agrees that it will assume the risk and liability to itself, its agents, employees, and volunteers for any injury to or death of persons or loss or destruction of property resulting in any manner from the conduct of the organization's own operations and/or the operations of its agents, employees, and/or volunteers under this agreement. The awardee further releases and waives all claims against the IAFC for compensation for any loss, cost, damage, expense, personal injury, death, claim, or other liability arising out of the performance of this award.
8. Awardee ensures that all personnel working on the fuels reduction project are properly trained in the proper use of all equipment required for the project.
9. Awardee ensures that all personnel are trained in the necessary job functions for the fuels reduction project.
10. Awardee must complete monthly inputs of hours worked in the RSG Achievement Management System (AMS).
11. The awardee must submit requested financial documentation to justify expenses and verify cash match that was identified on the application.
  - a. Invoices and receipts for all purchases
  - b. Staffing logs (including corresponding rates) for salary reimbursement.
12. The awardee must submit a W9 for the organization that is being awarded.
13. Awardee must complete identified fuels reduction project, expend all applicable award funding, and submit invoices to IAFC by **August 16, 2024**, and provide a final close out report by **September 23, 2024**.
14. Awardee will cooperate with any efforts of the IAFC to publicize the award.
15. Prior to any purchase, the Awardee will provide documentation of their procurement process to ensure compliance with federal regulations for contracting services and will need IAFC approval to proceed.
16. If your procurement process reveals the cost will be less than the amount in your proposal, you must notify the IAFC and your award amount will be adjusted.

\*IAFC staff will review the request and notify awardee of status.

Please acknowledge your agreement with the terms of this letter by signing and returning a copy of this letter by **November 10, 2023**.

ACCEPTED BY (sign):



Name and Title (print):

Ali Hammond, Dir. Community Wildfire Resilience

Date:

11/7/23



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REFERENCE DOCUMENT

**WILDFIRE RESILIENCY CODE BOARD**

## Statutory Overview

### **Mission**

Ensuring that Colorado communities are safer from and more resilient to wildfires by reducing the risk to people and property through the adoption of statewide codes and standard based on best practice approaches to hardening structures and reducing fire risk in the defensible space surrounding structures in the wildland-urban interface in Colorado.

### **Objectives**

Promulgate rules concerning the adoption of minimum codes and standards for hardening structures and reducing fire risk in the defensible space surrounding structures in the wildland-urban interface in Colorado.

- Define the wildland-urban interface
  - Identify the areas of Colorado included within it
- Adopt minimum codes and standards
  - To be initially adopted by the Board no later than July 1, 2025
- Identify the range of hazards and the types of buildings, entities, and defensible space around structures within the wildland-urban interface to which the codes apply
- Establish the process by which a governing body may petition the Board for a modification to the codes
- Establish the criteria and process for the Board to deny or grant an appeal from a decision by the Board
- Establish criteria and parameters for expedited consideration or approval of an exemption from the code

### **Deadlines**

- September 30, 2024 - Written report submitted to the Wildfire Matters Review Committee and the Director on the activities, actions, and recommendations for improvement
  - To occur annually on September 30

July 1, 2025 - Codes and Standards must be initially adopted by the Board



# An Act

SENATE BILL 23-166

BY SENATOR(S) Cutter and Exum, Buckner, Coleman, Fields, Gonzales, Hansen, Jaquez Lewis, Marchman, Moreno, Priola, Sullivan, Winter F., Fenberg;

also REPRESENTATIVE(S) Froelich and Velasco, Amabile, Bacon, Bird, Boesenecker, Brown, Dickson, English, Epps, Garcia, Gonzales-Gutierrez, Hamrick, Herod, Jodeh, Joseph, Kipp, Lindsay, McCormick, Michaelson Jenet, Ricks, Sirota, Snyder, Story, Titone, Valdez, Willford, Woodrow, McCluskie.

CONCERNING THE ESTABLISHMENT OF A WILDFIRE RESILIENCY CODE BOARD, AND, IN CONNECTION THEREWITH, REQUIRING THE WILDFIRE RESILIENCY CODE BOARD TO ADOPT MODEL CODES, REQUIRING GOVERNING BODIES WITH JURISDICTION IN AN AREA WITHIN THE WILDLAND-URBAN INTERFACE TO ADOPT CODES THAT MEET OR EXCEED THE STANDARDS SET FORTH IN THE MODEL CODES, AND MAKING AN APPROPRIATION.

*Be it enacted by the General Assembly of the State of Colorado:*

**SECTION 1.** In Colorado Revised Statutes, add 24-33.5-1236 and 24-33.5-1237 as follows:

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*Capital letters or bold & italic numbers indicate new material added to existing law; dashes through words or numbers indicate deletions from existing law and such material is not part of the act.*

**24-33.5-1236. Wildfire resiliency code board - powers and duties - rules - cash fund - legislative declaration - definitions. (1) Legislative declaration. (a) THE GENERAL ASSEMBLY HEREBY FINDS AND DECLARES THAT:**

(I) COLORADO'S WILDFIRE RISK HAS CONTINUED TO INCREASE OVER THE YEARS AND MORE COMMUNITIES ARE AT RISK OF WILDFIRES;

(II) COLORADO WILDFIRES HAVE GROWN IN INTENSITY, FREQUENCY, AND DEVASTATION SINCE THE YEAR 2000;

(III) A COMBINED APPROACH OF STRUCTURE HARDENING AND REDUCING FIRE RISK IN THE DEFENSIBLE SPACE SURROUNDING STRUCTURES IS NECESSARY TO REDUCE THE RISK OF DAMAGE TO COLORADO COMMUNITIES FROM THE EFFECTS OF WILDFIRES. THIS RISK INCLUDES THE LOSS OF LIFE, HOMES, BUSINESSES, AND OTHER STRUCTURES AND THE LOSS OF JOBS AND ECONOMIC VITALITY. RISK EVALUATION IS BASED ON MANY FACTORS, INCLUDING PROXIMITY TO STRUCTURES. HARDENING STRUCTURES IS THE PROCESS OF MAKING STRUCTURES MORE RESILIENT TO IGNITION AND INVOLVES BEST PRACTICES TO PROTECT A STRUCTURE FROM THE RISK OF WILDFIRE AND TO PREVENT A STRUCTURE FIRE FROM STARTING A WILDFIRE.

(IV) BUILDING STRUCTURES, INCLUDING HOUSES, THAT ARE RESILIENT TO WILDFIRE RISK IS AS AFFORDABLE OR MORE AFFORDABLE THAN BUILDING NONRESILIENT STRUCTURES AND REDUCES STRUCTURE LOSS, THE FINANCIAL INVESTMENT REQUIRED TO REBUILD STRUCTURES, COST OF INSURANCE, AND PROBLEMS RELATED TO UNDERINSURANCE. IN LIGHT OF THESE FINANCIAL IMPLICATIONS, INCREASING HOUSING STOCK WITH WILDFIRE RESILIENT STRUCTURES INCREASES AND PROTECTS THE AFFORDABLE HOUSING STOCK.

(V) THE DIVISION AND THE COLORADO FIRE COMMISSION HAVE ENGAGED IN A STAKEHOLDER-DRIVEN STRATEGIC PLANNING EFFORT TO EVALUATE THE BEST APPROACH TO ENSURE THAT COLORADO'S COMMUNITIES, PROPERTIES, AND STRUCTURES ARE PROTECTED FROM THE EFFECTS OF WILDFIRES AND HAVE RECOMMENDED THE CREATION OF A WILDFIRE RESILIENCY CODE BOARD IN COLORADO; AND

(VI) ESTABLISHING A CODE BOARD WILL ALLOW THE STATE TO ADOPT AND ENFORCE BEST PRACTICE APPROACHES TO HARDENING

STRUCTURES AND REDUCING FIRE RISK IN THE DEFENSIBLE SPACE SURROUNDING STRUCTURES THROUGHOUT COLORADO WHILE CONTINUING TO INVOLVE IMPACTED STAKEHOLDERS IN DECISION-MAKING CONCERNING WILDFIRE RESILIENCY CODES. AS ONE OF ITS FUNCTIONS, THE CODE BOARD WILL ENDEAVOR TO ESTABLISH A CONSISTENT STATE-LEVEL DEFINITION FOR THE WILDLAND-URBAN INTERFACE THAT CAN BE USED BY ALL APPLICABLE STATE AGENCIES.

(b) THEREFORE, THE GENERAL ASSEMBLY DECLARES THAT ESTABLISHING A WILDFIRE RESILIENCY CODE BOARD SERVES THE INTERESTS OF THE STATE AND LOCAL COMMUNITIES IN CONSTRUCTING SAFER AND MORE RESILIENT COMMUNITIES AND REDUCING RISK TO PEOPLE AND PROPERTY.

(2) **Board created.** THE WILDFIRE RESILIENCY CODE BOARD, REFERRED TO IN THIS SECTION AS THE "BOARD", IS CREATED IN THE DIVISION AS A **TYPE 2** ENTITY, AS DEFINED IN SECTION 24-1-105. EXCEPT AS OTHERWISE PROVIDED IN SUBSECTION (4)(b) OF THIS SECTION, THE BOARD EXERCISES ITS POWERS AND PERFORMS ITS DUTIES AND FUNCTIONS UNDER THE DIVISION AND THE EXECUTIVE DIRECTOR.

(3) **Membership.** (a) THE BOARD CONSISTS OF TWENTY-ONE VOTING MEMBERS WHO MUST BE RESIDENTS OF COLORADO, APPOINTED AS FOLLOWS:

(I) THREE MEMBERS REPRESENTING COLORADO BUILDING CODES PROFESSIONALS, INCLUDING:

(A) ONE REPRESENTING RURAL COMMUNITIES, APPOINTED BY THE SPEAKER OF THE HOUSE OF REPRESENTATIVES;

(B) ONE REPRESENTING URBAN COMMUNITIES, APPOINTED BY THE PRESIDENT OF THE SENATE; AND

(C) ONE ARCHITECT WITH EXPERIENCE USING WILDFIRE RESILIENCY CODES IN THE STATE WHO REPRESENTS A STATEWIDE ORGANIZATION FOR ARCHITECTS, APPOINTED BY THE EXECUTIVE DIRECTOR;

(II) THREE MEMBERS, TWO OF WHICH ARE EITHER A FIRE MARSHAL, FIRE CHIEF, OR FIRE ENGINEER AND ONE OF WHICH HAS SPECIALIZED EXPERTISE IN WILDLAND FIRE BEHAVIOR OR WILDFIRE MITIGATION SCIENCE AND STRATEGIES, EACH APPOINTED BY THE EXECUTIVE DIRECTOR;

(III) ONE MEMBER REPRESENTING A STATEWIDE ORGANIZATION FOR HOME BUILDING PROFESSIONALS, APPOINTED BY THE MINORITY LEADER OF THE SENATE;

(IV) ONE MEMBER REPRESENTING A STATEWIDE ORGANIZATION FOR COMMERCIAL BUILDING PROFESSIONALS, APPOINTED BY THE SPEAKER OF THE HOUSE OF REPRESENTATIVES;

(V) ONE MEMBER REPRESENTING COLORADO LAND USE OR COMMUNITY PLANNING PROFESSIONALS, APPOINTED BY THE EXECUTIVE DIRECTOR;

(VI) ONE MEMBER REPRESENTING HAZARD MITIGATION PROFESSIONALS, APPOINTED BY THE EXECUTIVE DIRECTOR;

(VII) SIX MEMBERS REPRESENTING COLORADO LOCAL GOVERNMENTS, INCLUDING:

(A) ONE MUNICIPAL REPRESENTATIVE REPRESENTING RURAL COMMUNITIES WHO IS APPOINTED BY THE MINORITY LEADER OF THE HOUSE OF REPRESENTATIVES, AND ONE COUNTY REPRESENTATIVE REPRESENTING RURAL COMMUNITIES WHO IS APPOINTED BY THE MINORITY LEADER OF THE SENATE;

(B) ONE MUNICIPAL REPRESENTATIVE REPRESENTING URBAN COMMUNITIES WHO IS APPOINTED BY THE SPEAKER OF THE HOUSE OF REPRESENTATIVES AND ONE COUNTY REPRESENTATIVE REPRESENTING URBAN COMMUNITIES WHO IS APPOINTED BY THE PRESIDENT OF THE SENATE; AND

(C) ONE MUNICIPAL AND ONE COUNTY REPRESENTATIVE REPRESENTING A MUNICIPALITY AND A COUNTY THAT, PRIOR TO SEPTEMBER 30, 2023, HAS ADOPTED A CODE THAT PROVIDES, MINIMALLY, FOR WILDFIRE RESILIENT STRUCTURES AND BEST PRACTICES, EACH APPOINTED BY THE EXECUTIVE DIRECTOR;

(VIII) ONE MEMBER REPRESENTING A STATEWIDE ASSOCIATION OF PROPERTY AND CASUALTY COMPANIES, APPOINTED BY THE MINORITY LEADER OF THE HOUSE OF REPRESENTATIVES;

(IX) ONE MEMBER REPRESENTING THE BUILDING TRADES, APPOINTED BY THE EXECUTIVE DIRECTOR;

(X) ONE MEMBER REPRESENTING A STATEWIDE ASSOCIATION OF NONPROFIT UTILITIES, APPOINTED BY THE PRESIDENT OF THE SENATE;

(XI) ONE MEMBER REPRESENTING AN INVESTOR-OWNED UTILITY, APPOINTED BY THE SPEAKER OF THE HOUSE OF REPRESENTATIVES; AND

(XII) ONE MEMBER REPRESENTING A NONPROFIT HOME BUILDER FOR AFFORDABLE HOME OWNERSHIP THAT SERVES POPULATIONS WITH INCOMES UNDER EIGHTY PERCENT OF AN AREA'S MEDIAN INCOME, APPOINTED BY THE EXECUTIVE DIRECTOR.

(b) THE BOARD INCLUDES THE FOLLOWING NONVOTING EX OFFICIO MEMBERS:

(I) THE DIRECTOR OR THE DIRECTOR'S DESIGNEE;

(II) THE STATE FORESTER OR THE STATE FORESTER'S DESIGNEE; AND

(III) THE DIRECTOR OF THE COLORADO RESILIENCY OFFICE CREATED IN SECTION 24-32-121 OR THE DIRECTOR'S DESIGNEE.

(c) INITIAL APPOINTMENTS MUST BE MADE NO LATER THAN SEPTEMBER 30, 2023. IN ADDITION TO THE REQUIREMENTS SET FORTH IN SUBSECTION (3)(a) OF THIS SECTION, AND NOTWITHSTANDING THE REQUIREMENTS SET FORTH IN SUBSECTION (3)(g) OF THIS SECTION, INDIVIDUALS INITIALLY APPOINTED TO THE BOARD MUST RESIDE OR WORK WITHIN AN AREA OF THE STATE THAT IS AT HIGH RISK FOR WILDFIRE AS DETERMINED WITH INPUT FROM THE COLORADO STATE FOREST SERVICE, AND SUBSEQUENTLY APPOINTED MEMBERS MUST RESIDE OR WORK IN AREAS OF THE STATE WITHIN THE WILDLAND-URBAN INTERFACE AS DEFINED BY THE BOARD PURSUANT TO SUBSECTION (4)(b)(I) OF THIS SECTION.

(d) THE TERM OF APPOINTMENTS FOR APPOINTED MEMBERS IS THREE YEARS; EXCEPT THAT THE TERMS SHALL BE STAGGERED SO THAT NO MORE THAN SEVEN MEMBERS' TERMS EXPIRE IN ONE YEAR. A MEMBER MAY BE REAPPOINTED FOR ONE ADDITIONAL TERM. IN THE EVENT OF A VACANCY, THE APPLICABLE PERSON AUTHORIZED TO APPOINT A MEMBER OR MEMBERS

AS SET FORTH IN SUBSECTION (3)(a) OF THIS SECTION FOR THE APPLICABLE POSITION THAT IS VACANT SHALL APPOINT A NEW MEMBER TO THE VACANT POSITION FOR THE REMAINDER OF THE UNEXPIRED TERM. A MEMBER APPOINTED TO FILL A VACANCY MUST MEET THE QUALIFICATIONS FOR THE VACANT POSITION.

(e) EACH MEMBER OF THE BOARD SERVES WITHOUT COMPENSATION BUT IS ENTITLED TO REIMBURSEMENT FROM THE WILDFIRE RESILIENCY CODE BOARD CASH FUND CREATED IN SUBSECTION (8) OF THIS SECTION FOR ACTUAL AND NECESSARY TRAVEL EXPENSES INCURRED IN THE PERFORMANCE OF THE MEMBER'S DUTIES AS A MEMBER OF THE BOARD.

(f) THE EXECUTIVE DIRECTOR SHALL APPOINT THE CHAIR OF THE BOARD.

(g) IN ADDITION TO THE REQUIREMENTS OF THIS SUBSECTION (3), WHEN MAKING APPOINTMENTS TO THE BOARD, REASONABLE EFFORTS MUST BE MADE TO APPOINT MEMBERS WHO REFLECT THE GEOGRAPHIC AND DEMOGRAPHIC DIVERSITY OF THE ENTIRE STATE.

**(4) Powers and duties.** (a) THE MISSION OF THE BOARD IS TO ENSURE THAT COLORADO COMMUNITIES ARE SAFER FROM AND MORE RESILIENT TO WILDFIRES BY REDUCING THE RISK TO PEOPLE AND PROPERTY THROUGH THE ADOPTION OF STATEWIDE CODES AND STANDARDS BASED ON BEST PRACTICE APPROACHES TO HARDENING STRUCTURES AND REDUCING FIRE RISK IN THE DEFENSIBLE SPACE SURROUNDING STRUCTURES IN THE WILDLAND-URBAN INTERFACE IN COLORADO.

(b) IN FURTHERANCE OF ITS MISSION, THE BOARD SHALL PROMULGATE RULES IN ACCORDANCE WITH ARTICLE 4 OF THIS TITLE 24 CONCERNING THE ADOPTION OF MINIMUM CODES AND STANDARDS FOR HARDENING STRUCTURES AND REDUCING FIRE RISK IN THE DEFENSIBLE SPACE SURROUNDING STRUCTURES IN THE WILDLAND-URBAN INTERFACE IN COLORADO. NOTWITHSTANDING SECTION 24-1-105 (1)(c) OR ANY OTHER LAW TO THE CONTRARY, THE RULES PROMULGATED BY THE BOARD ARE NOT SUBJECT TO APPROVAL OR MODIFICATION BY THE DIRECTOR OR THE EXECUTIVE DIRECTOR. AT A MINIMUM, THE RULES MUST:

(I) DEFINE THE WILDLAND-URBAN INTERFACE AND IDENTIFY THE AREAS OF COLORADO THAT ARE INCLUDED WITHIN IT; EXCEPT THAT,

NOTWITHSTANDING THE AREA THAT THE BOARD IDENTIFIES AS INCLUDED WITHIN THE WILDLAND-URBAN INTERFACE, ANY THIRTY-FIVE ACRE PARCEL WITH ONLY ONE RESIDENTIAL STRUCTURE ON IT THAT DOES NOT ABUT A RESIDENTIAL OR COMMERCIAL AREA IS EXEMPT FROM ADHERENCE TO THE CODES. IN DEFINING COLORADO'S WILDLAND-URBAN INTERFACE, THE BOARD MAY CONSIDER BEST PRACTICES INCLUDING BUT NOT LIMITED TO PRACTICES OF OTHER STATES AND THE FEDERAL GOVERNMENT; REGIONAL DIFFERENCES AND RISKS WITHIN THE STATE; ENVIRONMENTAL, HEALTH, AND SAFETY IMPACTS; ANY EXISTING DEFINITIONS OF THE TERM WILDLAND-URBAN INTERFACE; AND INDIVIDUAL RISK PROFILES IDENTIFIED BY THE COLORADO STATE FOREST SERVICE. THE DEFINITION OF THE WILDLAND-URBAN INTERFACE SHALL BE UPDATED ONCE EVERY THREE YEARS, AS THE BOARD DETERMINES MAY BE NECESSARY.

(II) ADOPT MINIMUM CODES AND STANDARDS, REFERRED TO IN THIS SECTION AS THE "CODES", THAT MUST:

(A) BE BASED ON BEST PRACTICES TO REDUCE THE RISK TO LIFE AND PROPERTY FROM THE EFFECTS OF WILDFIRES;

(B) TAKE INTO CONSIDERATION THE FISCAL IMPACTS OF ADOPTING SUCH CODES, INCLUDING BUT NOT LIMITED TO COST IMPACTS FOR CITIES, COUNTIES, AND PROPERTY OWNERS RELATED TO CONSTRUCTION COSTS, INSURANCE COVERAGE, AND REDUCTION OF RISK FOR DAMAGE OR LOSS OF STRUCTURES FROM FIRES, AND TAKE INTO CONSIDERATION REGIONAL RISK PROFILES WITHIN THE STATE, ENVIRONMENTAL IMPACTS, EXISTING MODEL CODES, REGIONAL DIFFERENCES IN AFFORDABILITY, DENSITY, AND EXISTING BUILDING AND PROPERTY MAINTENANCE CODES, AND HEALTH AND SAFETY IMPACTS;

(C) APPLY TO PERMITTING AND INSPECTIONS FOR NEW CONSTRUCTION OF STRUCTURES OR DEFENSIBLE SPACE AROUND STRUCTURES AND FOR NEW CONSTRUCTION FOR AN EXTERNAL ADDITION, ALTERATION, OR REPAIR TO A STRUCTURE OR THE DEFENSIBLE SPACE AROUND THE STRUCTURE IN ACCORDANCE WITH THIS SUBSECTION (4)(b)(II)(C). COMPLIANCE WITH THE CODES IS REQUIRED FOR PERMITS AND INSPECTIONS IN CONNECTION WITH INCREASING THE FOOTPRINT OF A STRUCTURE BY FIVE HUNDRED SQUARE FEET, INCLUDING ADDING ATTACHMENTS TO THE STRUCTURE. COMPLIANCE WITH THE CODES IS REQUIRED FOR PERMITS AND INSPECTIONS IN CONNECTION WITH AN ALTERATION OR REPAIR TO THE

EXTERIOR OF AN EXISTING STRUCTURE, OR AN ATTACHMENT TO IT, IF TWENTY-FIVE PERCENT OR MORE OF THE EXTERIOR OF THE STRUCTURE OR THE ATTACHMENT TO IT IS AFFECTED BY THE ALTERATION OR REPAIR. COMPLIANCE WITH THE CODES IS REQUIRED FOR THE ADDITION OF A WOODEN DECK TO A STRUCTURE. THE CODES SHALL NOT APPLY TO INTERIOR ALTERATIONS OF EXISTING STRUCTURES.

(D) BE INITIALLY ADOPTED BY THE BOARD NO LATER THAN JULY 1, 2025, AND REVIEWED BY THE BOARD EVERY THREE YEARS AND UPDATED OR SUPPLEMENTED AS THE BOARD DETERMINES MAY BE NECESSARY;

(III) IDENTIFY THE RANGE OF HAZARDS AND THE TYPES OF BUILDINGS, ENTITIES, AND DEFENSIBLE SPACE AROUND STRUCTURES WITHIN THE WILDLAND-URBAN INTERFACE TO WHICH THE CODES APPLY;

(IV) ESTABLISH THE PROCESS BY WHICH A GOVERNING BODY MAY PETITION THE BOARD FOR A MODIFICATION TO THE CODES IN ACCORDANCE WITH SECTION 24-33.5-1237 (3);

(V) ESTABLISH THE CRITERIA AND PROCESS FOR THE BOARD TO DENY OR GRANT AN APPEAL FROM A DECISION BY THE BOARD ON A PETITION FOR MODIFICATION MADE PURSUANT TO THE RULES ADOPTED IN ACCORDANCE WITH SUBSECTION (4)(b)(IV) OF THIS SECTION; AND

(VI) ESTABLISH CRITERIA AND PARAMETERS CONSISTENT WITH SECTIONS 24-65.1-105 AND 29-20-108 FOR EXPEDITED CONSIDERATION OR APPROVAL OF AN EXEMPTION FROM THE CODE FOR ACTIVITIES OR INVESTMENTS RELATED TO REPAIR, REPLACEMENT, OR HARDENING OF EXISTING UTILITY INFRASTRUCTURE PRIMARILY WITHIN EXISTING TRANSMISSION ROUTES THAT MITIGATE WILDFIRE RISK.

(c) IN ADDITION TO PROMULGATING THE RULES REQUIRED BY SUBSECTION (4)(b) OF THIS SECTION, THE BOARD SHALL:

(I) WHEN PROMULGATING RULES PURSUANT TO SUBSECTION (4)(b) OF THIS SECTION, COLLABORATE WITH:

(A) THE DIVISION OF INSURANCE CREATED IN SECTION 10-1-103 (1);

(B) THE DEPARTMENT OF LOCAL AFFAIRS; AND



(C) THE ENERGY CODE BOARD ESTABLISHED IN SECTION 24-38.5-401 (2);

(II) PURSUANT TO THE BOARD'S COLLABORATION WITH THE ENERGY CODE BOARD AS REQUIRED BY SUBSECTION (4)(c)(I)(C) OF THIS SECTION, THE BOARD SHALL WORK WITH THE ENERGY CODE BOARD TO IDENTIFY ANY CONFLICTS BETWEEN CODES DEVELOPED BY THE ENERGY CODE BOARD PURSUANT TO SECTION 24-38.5-401 (5) AND (6) AND RULES PROMULGATED BY THE BOARD AND MAKE BEST EFFORTS TO RESOLVE ANY CONFLICTS;

(III) CONSIDER OPPORTUNITIES TO INCENTIVIZE AND SUPPORT GOVERNING BODIES IN ADOPTING MORE STRINGENT CODES THAN THE CODES ADOPTED IN ACCORDANCE WITH SUBSECTION (4)(b)(II) OF THIS SECTION;

(IV) RECEIVE PETITIONS FOR MODIFICATION OF THE CODES AND STANDARDS SUBMITTED BY GOVERNING BODIES IN ACCORDANCE WITH SECTION 24-33.5-1237 (3) AND RULES ADOPTED BY THE BOARD PURSUANT TO SUBSECTION (4)(b) OF THIS SECTION; AND

(V) REVIEW APPEALS, CONDUCT HEARINGS, AND ISSUE DECISIONS IN ACCORDANCE WITH SECTION 24-33.5-1237 AND RULES ADOPTED BY THE BOARD PURSUANT TO SUBSECTION (4)(b) OF THIS SECTION.

(d) PROPERTIES WITH A CERTIFICATE OF OCCUPANCY ARE NOT REQUIRED TO BE IN COMPLIANCE WITH THE CODES PRIOR TO THE SALE OR TRANSFER OF A PROPERTY.

(e) EXCEPT AS OTHERWISE PROVIDED IN THIS SECTION AND IN SECTION 24-33.5-1237, THE BOARD IS NOT AUTHORIZED TO MAKE OR ADOPT LAND USE POLICIES.

(f) THE BOARD SHALL HOLD HEARINGS TO ALLOW FOR STATEWIDE PUBLIC INPUT AND SHALL PROACTIVELY SOLICIT PUBLIC FEEDBACK WHEN PROMULGATING RULES PURSUANT TO THIS SECTION.

(g) THE BOARD SHALL NOT APPROVE FINAL ADOPTION OF THE CODES, OR ANY UPDATES OR SUPPLEMENTS TO THE CODES PURSUANT TO SUBSECTION (4)(b) OF THIS SECTION, UNTIL AT LEAST THREE STATEWIDE PUBLIC HEARINGS HAVE BEEN HELD, INCLUDING AT LEAST ONE HEARING HELD IN A LOCATION WEST OF THE CONTINENTAL DIVIDE AND AT LEAST ONE HEARING

HELD IN A LOCATION EAST OF THE CONTINENTAL DIVIDE AND EITHER SOUTH OF EL PASO COUNTY'S SOUTHERN BOUNDARY OR EAST OF ARAPAHOE COUNTY'S EASTERN BOUNDARY. MEMBERS OF THE BOARD MAY PARTICIPATE ELECTRONICALLY AND THE BOARD SHALL ESTABLISH RULES TO PROVIDE FOR THE NECESSARY ELEMENTS FOR ELECTRONIC ATTENDANCE AT HEARINGS.

(5) **Staff support.** THE DIVISION AND THE COLORADO FIRE COMMISSION SHALL PROVIDE OFFICE SPACE, EQUIPMENT, AND STAFF SERVICES AS NECESSARY TO IMPLEMENT THIS SECTION. THE DIVISION SHALL PROVIDE ASSISTANCE TO THE BOARD IN MAINTAINING A PUBLICLY ACCESSIBLE WEBSITE THAT MUST CONTAIN CURRENT INFORMATION ON ACTIONS TAKEN BY THE BOARD AND CURRENT INFORMATION ABOUT THE CODES.

(6) **Reports.** (a) NOTWITHSTANDING SECTION 24-1-136 (11)(a)(I), ON OR BEFORE SEPTEMBER 30, 2024, AND ON OR BEFORE SEPTEMBER 30 EACH YEAR THEREAFTER, THE BOARD SHALL SUBMIT A WRITTEN REPORT TO THE WILDFIRE MATTERS REVIEW COMMITTEE CREATED IN SECTION 2-3-1602 AND THE DIRECTOR ON ITS ACTIVITIES, ACTIONS, AND RECOMMENDATIONS FOR IMPROVEMENT.

(b) THE REPORT REQUIRED BY SUBSECTION (6)(a) OF THIS SECTION MUST INCLUDE INFORMATION CONCERNING:

(I) DEFINITIONS ADOPTED BY THE BOARD;

(II) PERFORMANCE METRICS ADOPTED AND USED BY THE BOARD;  
AND

(III) COMPLIANCE WITH THE CODES ADOPTED BY THE BOARD, INCLUDING:

(A) A LIST OF GOVERNING BODIES THAT HAVE ADOPTED A CODE THAT MEETS THE MINIMUM STANDARDS SET FORTH IN THE CODES;

(B) A LIST OF GOVERNING BODIES THAT HAVE ADOPTED A CODE THAT EXCEEDS THE MINIMUM STANDARDS SET FORTH IN THE CODES;

(C) A LIST OF ANY GOVERNING BODIES THAT THE BOARD BELIEVES TO NOT BE IN COMPLIANCE WITH THE REQUIREMENTS SET FORTH IN SECTION

24-33.5-1237 (2)(a);

(D) A LIST OF ANY GOVERNING BODIES THAT HAVE APPROVED MODIFICATIONS TO THE GOVERNING BODY'S CODE BY THE BOARD AND A DESCRIPTION OF THE APPROVED MODIFICATIONS; AND

(E) A LIST OF ANY GOVERNING BODIES THAT HAVE APPLIED TO THE BOARD FOR A MODIFICATION TO THE GOVERNING BODY'S CODE, A DESCRIPTION OF EACH PROPOSED MODIFICATION, AND THE STATUS OF THE APPEAL.

**(7) Gifts, grants, and donations.** THE BOARD MAY SEEK, ACCEPT, AND EXPEND GIFTS, GRANTS, OR DONATIONS FROM PRIVATE OR PUBLIC SOURCES FOR THE PURPOSES OF THIS SECTION AND SECTION 24-33.5-1237. THE BOARD SHALL TRANSMIT ALL MONEY RECEIVED THROUGH GIFTS, GRANTS, OR DONATIONS TO THE STATE TREASURER, WHO SHALL CREDIT THE MONEY TO THE WILDFIRE RESILIENCY CODE BOARD CASH FUND CREATED IN SUBSECTION (8) OF THIS SECTION.

**(8) Wildfire resiliency code board cash fund.** (a) THE WILDFIRE RESILIENCY CODE BOARD CASH FUND, REFERRED TO IN THIS SUBSECTION (8) AS THE "FUND", IS CREATED IN THE STATE TREASURY. THE FUND CONSISTS OF MONEY TRANSFERRED TO THE FUND PURSUANT TO SUBSECTION (8)(d) OF THIS SECTION, MONEY CREDITED TO THE FUND PURSUANT TO THIS SECTION, MONEY CREDITED TO THE FUND PURSUANT TO SECTION 24-33.5-1237 (2)(d), AND ANY OTHER MONEY THAT THE GENERAL ASSEMBLY MAY APPROPRIATE OR TRANSFER TO THE FUND.

(b) THE STATE TREASURER SHALL CREDIT ALL INTEREST AND INCOME DERIVED FROM THE DEPOSIT AND INVESTMENT OF MONEY IN THE FUND TO THE FUND.

(c) SUBJECT TO ANNUAL APPROPRIATION BY THE GENERAL ASSEMBLY, THE DEPARTMENT MAY EXPEND MONEY FROM THE FUND FOR THE IMPLEMENTATION OF THIS SECTION AND OF SECTION 24-33.5-1237.

(d) ON JULY 1, 2023, THE STATE TREASURER SHALL TRANSFER TWO HUNDRED FIFTY THOUSAND DOLLARS FROM THE GENERAL FUND TO THE FUND.

(9) AS USED IN THIS SECTION, UNLESS THE CONTEXT OTHERWISE REQUIRES, "GOVERNING BODY" HAS THE SAME MEANING AS SET FORTH IN SECTION 24-33.5-1237 (1)(d).

**24-33.5-1237. Application of wildfire resiliency codes - enforcement - definitions.** (1) AS USED IN THIS SECTION, UNLESS THE CONTEXT OTHERWISE REQUIRES:

(a) "BOARD" MEANS THE WILDFIRE RESILIENCY CODE BOARD CREATED IN SECTION 24-33.5-1236 (2).

(b) "CODES" MEANS THE MINIMUM CODES AND STANDARDS ADOPTED BY THE BOARD PURSUANT TO SECTION 24-33.5-1236 (4)(b)(II).

(c) "CODE BOARD CASH FUND" MEANS THE WILDFIRE RESILIENCY CODE BOARD CASH FUND CREATED IN SECTION 24-33.5-1236 (8).

(d) "GOVERNING BODY" MEANS:

(I) THE CITY COUNCIL, TOWN COUNCIL, BOARD OF TRUSTEES, OR OTHER GOVERNING BODY OF A CITY, TOWN, OR CITY AND COUNTY;

(II) THE BOARD OF DIRECTORS OF A FIRE PROTECTION DISTRICT ORGANIZED PURSUANT TO PART 1 OF ARTICLE 1 OF TITLE 32;

(III) THE GOVERNING BODY OF AN IMPROVEMENT DISTRICT THAT PROVIDES FIRE PROTECTION SERVICES ORGANIZED PURSUANT TO PART 5 OF ARTICLE 20 OF TITLE 30; OR

(IV) THE BOARD OF COUNTY COMMISSIONERS WITH RESPECT TO THE AREA WITHIN A COUNTY THAT IS OUTSIDE THE CORPORATE LIMITS OF A CITY OR TOWN AND OUTSIDE THE BOUNDARIES OF A FIRE PROTECTION DISTRICT.

(e) "WILDLAND-URBAN INTERFACE" HAS THE SAME MEANING AS SET FORTH BY THE BOARD IN ITS RULES PURSUANT TO SECTION 24-33.5-1236 (4)(b)(I).

(2) (a) A GOVERNING BODY WITH JURISDICTION IN AN AREA WITHIN THE WILDLAND-URBAN INTERFACE THAT HAS THE AUTHORITY TO ADOPT BUILDING CODES OR FIRE CODES SHALL ADOPT A CODE THAT MEETS OR

EXCEEDS THE MINIMUM STANDARDS SET FORTH IN THE CODES WITHIN THREE MONTHS OF THE BOARD ADOPTING THE CODES IN ACCORDANCE WITH SECTION 24-33.5-1236 (4)(b)(II)(D).

(b) ENFORCEMENT OF A CODE ADOPTED PURSUANT TO SUBSECTION (2)(a) OF THIS SECTION SHALL BE IN ACCORDANCE WITH THE RULES AND REGULATIONS FOR CODE ENFORCEMENT BY THE GOVERNING BODY. THE PERIOD TO COMPLY WITH AN ADOPTED CODE SHALL BE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE GOVERNING BODY OR WITHIN THREE MONTHS OF THE DATE THE CODE IS ADOPTED BY THE GOVERNING BODY, WHICHEVER IS SOONER.

(c) THE BOARD MAY REVIEW A GOVERNING BODY'S CODES ADOPTED PURSUANT TO SUBSECTION (2)(a) OF THIS SECTION AND A GOVERNING BODY'S APPLICATION OF THE ADOPTED CODES TO DETERMINE COMPLIANCE WITH THE REQUIREMENTS OF THIS SECTION. GOVERNING BODIES SHALL COOPERATE WITH THE BOARD AND BE RESPONSIVE TO ANY REQUESTS FOR INFORMATION FROM THE BOARD MADE PURSUANT TO THE BOARD'S REVIEW SET FORTH IN THIS SUBSECTION (2)(c).

(d) NOTWITHSTANDING SUBSECTION (2)(b) OF THIS SECTION, IF A GOVERNING BODY DOES NOT HAVE RULES AND REGULATIONS IN PLACE FOR THE ENFORCEMENT OF A CODE ADOPTED PURSUANT TO SUBSECTION (2)(a) OF THIS SECTION, THE GOVERNING BODY MAY REQUEST SUPPORT FROM THE DIVISION IN CONDUCTING INSPECTIONS AND ENFORCING THE CODE PURSUANT TO THE DIVISION'S PROCEDURES SET FORTH IN SECTION 24-33.5-1213; EXCEPT THAT ANY CIVIL PENALTY COLLECTED PURSUANT TO SECTION 24-33.5-1213 (4) SHALL BE DEPOSITED IN THE CODE BOARD CASH FUND. THE DIVISION MAY CHARGE A REASONABLE FEE TO THE PROPERTY OWNER FOR CONDUCTING INSPECTIONS AND ENFORCING THE CODE, AND MONEY FROM THE FEE SHALL BE DEPOSITED IN THE CODE BOARD CASH FUND.

(3) A GOVERNING BODY MAY PETITION THE BOARD FOR A MODIFICATION OF THE CODES WITHIN ITS JURISDICTION IN ACCORDANCE WITH PROCEDURES ADOPTED BY THE BOARD PURSUANT TO SECTION 24-33.5-1236 (4)(b)(IV). IF THE BOARD GRANTS THE PETITION FOR MODIFICATION, THE MODIFICATION APPLIES ONLY WITHIN THE JURISDICTION THAT IS GRANTED THE MODIFICATION. THE ORDER GRANTING THE PETITION FOR MODIFICATION MUST SPECIFY A DATE ON WHICH THE MODIFICATION EXPIRES, AND THE GOVERNING BODY MUST PETITION THE BOARD BEFORE THE

EXPIRATION DATE TO KEEP THE MODIFICATION IN EFFECT, OR THE BOARD AT ITS DISCRETION AND THROUGH ITS OWN ACTION MAY EXTEND THE MODIFICATION AND SPECIFY A NEW EXPIRATION DATE. A GOVERNING BODY MAY APPEAL A DENIAL OF A PETITION TO THE BOARD IN ACCORDANCE WITH PROCEDURES ADOPTED BY THE BOARD PURSUANT TO SECTION 24-33.5-1236 (4)(b)(V).

(4) THE PUBLIC UTILITIES COMMISSION CREATED IN SECTION 40-2-101 SHALL CONSIDER APPLICATION OF THE CODES WHEN CARRYING OUT THE PUBLIC UTILITIES LAW; CARRYING OUT AND IMPLEMENTING ITS POLICIES, PROCEDURES, AND DECISIONS; AND MEETING ANY REQUIREMENTS UNDER ITS JURISDICTION.

**SECTION 2.** In Colorado Revised Statutes, 24-75-402, amend (5)(yy) and (5)(zz); and add (5)(ccc) as follows:

**24-75-402. Cash funds - limit on uncommitted reserves - reduction in the amount of fees - exclusions - definitions.**

(5) Notwithstanding any provision of this section to the contrary, the following cash funds are excluded from the limitations specified in this section:

(yy) The disability support fund created in section 24-30-2205.5 (1);  
and

(zz) The responsible gaming grant program cash fund created in section 44-30-1702 (8); AND

(ccc) THE WILDFIRE RESILIENCY CODE BOARD CASH FUND CREATED IN SECTION 24-33.5-1236 (8).

**SECTION 3. Appropriation.** (1) For the 2023-24 state fiscal year, \$9,302 is appropriated to the wildfire resiliency code board cash fund created in section 24-33.5-1236 (8)(a), C.R.S. This appropriation is from the general fund. The department of public safety is responsible for the accounting related to this appropriation.

(2) For the 2023-24 state fiscal year, \$9,302 is appropriated to the department of public safety. This appropriation is from reappropriated funds in the wildfire resiliency code board cash fund under subsection (1) of this

section. To implement this act, the department may use this appropriation as follows:

(a) \$1,589 for use by the division of fire prevention and control for the wildfire resiliency code board; and

(b) \$7,713 for use by the executive director's office for vehicle lease payments.

(3) For the 2023-24 state fiscal year, \$250,000 is appropriated to the department of public safety for use by the division of fire prevention and control. This appropriation is from the wildfire resiliency code board cash fund created in section 24-33.5-1236 (8)(a), C.R.S., and is based on an assumption that the division will require an additional 2.0 FTE. To implement this act, the division may use this appropriation for the wildfire resiliency code board.

**SECTION 4. Safety clause.** The general assembly hereby finds,

determines, and declares that this act is necessary for the immediate preservation of the public peace, health, or safety.



Steve Fenberg  
PRESIDENT OF  
THE SENATE



Julie McCluskie  
SPEAKER OF THE HOUSE  
OF REPRESENTATIVES

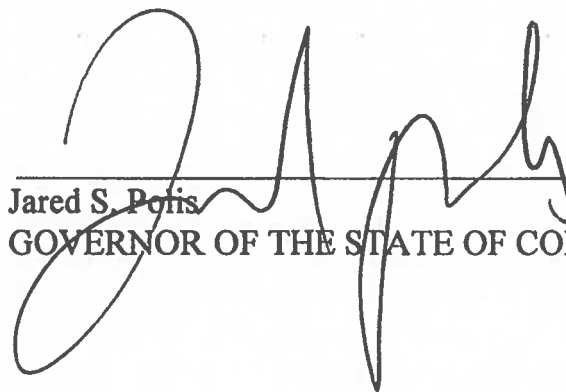


Cindi L. Markwell  
SECRETARY OF  
THE SENATE



Robin Jones  
CHIEF CLERK OF THE HOUSE  
OF REPRESENTATIVES

APPROVED Friday, May 12<sup>th</sup>, 2023 at 9:45 am  
(Date and Time)



Jared S. Polis  
GOVERNOR OF THE STATE OF COLORADO



**PROPOSED FIRE PLACE HOUSING RENTAL RATES 2024-2025**

	# of units	rent per month	income per month
		@	
studios	2	\$ 650.00	\$ 1,300.00
	1 (extra-large w/loft)	\$ 750.00	\$ 750.00
1-bdrm	1	\$ 750.00	\$ 750.00
2-bdrm	5	\$ 1,300.00	\$ 6,500.00
3-bdrm	4	\$ 1,800.00	\$ 7,200.00
	1 ("SFH")	\$ 1,900.00	\$ 1,900.00
	1 (extra-large w/loft)	\$ 2,000.00	\$ 2,000.00
			\$ 20,400.00
			<b>vs.</b>
			\$ 244,800.00 annual income
			\$ 230,140.00 (this amount updated (lowered) 10/11)
<p><b>OUTSIDE AGENCIES---10 bdrms @\$100 add'l / bdrm \$ 1,000.00</b></p> <p><b>(x2 2-bdrm units @\$1500/mo....x2 3-bdrm-units @\$2100/mo)</b></p>			
<p>TOTAL annual rental income while some units rented to Outside Agencies</p>			<p><b>\$ 256,800.00</b></p>

annual income from rents (only, not including interest on operating revenue) needed for net zero budget -per draft FP 2024 budget with some expenses covered by the District, and still with \$117,810/year into Reserves

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# **Pitkin County**

# **2024 WE-cycle Expansion**

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# Aspen Fire District | North Forty



**Property Owner: Aspen Fire Protection District  
Improvements Needed & Details:**

- Option 1 - Clear and level space in front of the ramp.
- Option 2 - redirect irrigation, maybe move a few sprinkler heads. Install on grass is ok from we-cycle perspective.

**Proposed Station Specs:**

- Configuration: Single-sided
- Total Docks: 11
- Space Used: 30'x6'

**WE-cycle Comments:**

- Option 1 is better on all fronts except for space, tires will be right up against the sidewalk. PER HCE - 10' clearance in front of doors, and 4' on either side. Very tight.
- Option 2 could be installed with little to no site work, sprinklers are our only concern.

# Anticipated AABC WE-cycle Station Locations

