



# Aspen Fire Protection District Board of Directors Regular Monthly Meeting

MEETING DATE: March 8, 2022  
MEETING TIME: 5:00pm

LOCATION: 420 E Hopkins

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

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

## AGENDA

- I. Meeting called to order
- II. Roll Call
- III. Approval of Minutes
  - a) Motion to approve minutes from Special Meeting held February 7, 2022.
  - b) Motion to approve minutes from Regular Meeting held February 8, 2022.
- IV. Public Comment
- V. AVFD Inc. – Ryan Warren, President
- VI. North 40 Housing Project Update – Sebastian Wanatowicz
  - a) Project Budget Update
  - b) Project Contingency Reconciliation
  - c) Allowances Log Update
  - d) FCI Budget Reconciliation
- VII. Wildfire Community Action Fund – Ali Hager
  - a) Project & Funding Update
- VIII. Financials
  - a) Monthly Financial Review
  - b) FPPA 4<sup>th</sup> Quarter 2021 Report
- IX. Board Member Comments & Action Items
- X. Staff Report
  - a) Fire Marshal/Prevention – Jan Legersky
  - b) Operations Overview - Deputy Chief Andersen
  - c) Training
  - d) Recruiting

- XI. CEO/Fire Chief & Good of District
  - a) Draft RFP: Community Risk Assessment/Standards of Coverage
  - b) Fire Place Housing Committee Update
  
- XII. Old Business
  - a) AFD North 40 Fire Place Housing Guidelines and Rental Rates
  - b) Aspen Village Housing Option
  
- XIII. New Business

# Aspen Fire Protection District

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



## Board of Directors Special Meeting February 7, 2022

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

### Meeting called to order by John at 11:08am

#### Roll Call:

- Board of Directors Present: John Ward, Denis Murray, Steve Wertheimer (via Zoom), Michael Buglione, Dave "Wabs" Walbert
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Nikki Lapin, Ken Josselyn, Bruce Bradshaw, Mike Haisfield, Ben Smith, Chris Lougeay, Will Hardenbergh, Elijah Olmert
- Public/Others: Richard Peterson

#### Aspen Fire Place Housing Guidelines and Rates:

Bruce Bradshaw and Ben Smith gave a presentation on behalf of the housing committee formed to discuss guidelines and rates. A letter to the board, along with other materials were presented in the board packet.

- The housing committee sent out a survey to gauge interest in housing. There were 46 interested in housing with studio and one-bedroom units being the most popular.
- Rates are a big concern. Staff spoke to the concern of APCHA rates still being too high and not affordable for volunteers.
- There was much conversation around APCHA rates and whether rent would be considered taxable if it is discounted. Attorney will look further into.
- There was some discussion of extra shifts in exchange for discounted rates.
- Discussion of property management and tenants being able to help to lower costs. Board mentioned that it should be a management company that can handle daily issues and flipping of rental units.
- Denis and Michael spoke to there being a discount to the APCHA rates. It was discussed at a previous work session. Denis expressed that he wants to reward for the commitment and participation. There was discussion of 10%. After much discussion, the board agreed to;
  - \$500 rent per bedroom for volunteers
  - \$600 rent per bedroom for career
  - You have to register and have a qualifying bid packet with APCHA each year to get in to housing lottery program to purchase. This should be verified when renewing lease.
  - Committee discussed mix of the first round of volunteer vs. career. It was suggested by the committee to be 65% volunteer and 35% career.
  - There needs to be further discussion of longevity.
  - Career will be based on lottery.
  - Volunteer must be a member in good standing and do 1 extra shift per month.
  - Discussion about extra balls in lottery based on length of service and separating lottery based on units (studio, 1 bedroom, 2 bedroom, etc.)

- Goal is firefighters in bedrooms.
- Discussion of other units throughout the District (i.e. Starwood, North 40, Woody Creek) to include in total. It was decided to focus on North 40 first.
- Committee will go back to group and survey again with new rates.

**Aspen Village Option:**

Denis discussed another option for Aspen Village housing. He received proposal on a shipping container housing option. More information will be emailed out to the board. Option 2 looks at expanding the sanitation system. With this option, you could get (4) one-bedroom units for \$1.8 million. Units are 8x40.

**MOTION: Motion by John to adjourn at 12:55pm. Michael second.**

**Vote: All approved.**

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

# Aspen Fire Protection District

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## Board of Directors Regular Meeting February 8, 2022

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

**Meeting called to order by John at 5:08pm**

### **Roll Call:**

- Board of Directors Present: John Ward, Denis Murray, Steve Wertheimer (via Zoom), Michael Buglione (via Zoom), Dave "Wabs" Walbert
- Board of Directors Absent:
- Staff/Volunteers Present: Rick Balentine, Jake Andersen, Jan Legersky, Jan Schubert, Nikki Lapin, Ali Hager, Scott Arthur, Ken Josselyn, Jake Spaulding, Bruce Bradshaw, Jack Orsi, Charlie Curtis
- Public/Others: Richard Peterson, Sebastian Wanatowicz

### **Approval of Minutes:**

**MOTION: Motion by Wabs to approve minutes from: Regular meeting held on January 11, 2022. Denis second.**  
**Discussion: None**  
**Vote: All approved**

### **Public Comment:**

- Bruce Bradshaw thanked the board for the meeting held February 7<sup>th</sup> and the results that came out of it.

### **AVFD Inc., Ryan Warren: Not Present**

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

- Project Budget Update:
  - In the 12<sup>th</sup> billing cycle from FCI in the amount of \$921,101.95. Most of it was rough ins, some mechanical, electrical and plumbing, insulation and sheet rock.
- Project Schedule
  - Lost a couple days on the float of the schedule, but doing fine on the master schedule.
  - Currently working through the infrastructure for phone, cable and internet.
  - Currently on budget and on schedule.
- Project Allowances
  - Snow removal and earthwork for winter conditions is still the big one. FCI believes we should see approximately \$100,000 back on it dependent on winter storms.
  - Doing good on the wood material cost increase. Will see a decent amount of the \$119,000 come back. Could be upwards of \$200,000 come back to us as a credit from the allowances.
  - Still need to work through other allowances as they finish scopes of work for the plaza, terrace and pavers. They photovoltaic is the other big one still out there that we have not pulled monies from.

- Allowance 22 has \$38,000 and is a credit back to the project for any miscellaneous items that come up.
- Project Contingency Reconciliation:
  - The contingency is sitting at roughly \$404,000. Allowance 22 will help buy down any monies for change orders. There have been two change orders so far that have gone against the budget. Approximately \$95,000 has been used against the \$500,000 in terms of contingency.
  - Sebastian reviewed the rest of the breakdown provided by FCI and how the allowances have been used.
  - The general contractor contingency is at \$208,899. The project manager feels confident that the majority of that money will come back as a credit at the end of the project.
  - Rick spoke to the neighbors about fence behind housing project and upgrading. They may be willing to pay for it or partially fund it.
- PV Option Package:
  - Sebastian included some final information on the photovoltaic system and the back up battery in the board packet. There was a discussion of single phase versus three-phase. This option was not available when discussed at the last meeting. The three-phase option gets roughly 12 hours of heat and garage and use of the elevator in the event of a power outage. It is recommended to go with Alt #2 - 52kW system with three phase battery. This will be a \$25,000 change order because it goes above and beyond the allowance. Sebastian explained at the last meeting the board agreed on the base bid with a single-phase battery and exploring the alternate of adding more panels than needed to meet the ramp on the project on the set of Fire Place roofs.

**MOTION: Motion by Denis to approve Alt #2 - 52kW system and the three-phase battery with total cost estimate of \$265,175.00 superseding the motion made at the meeting on January 11th approving the GES ballasted with Alt 1 with the idea to maximize the output while maintaining easy maintenance paths. John second.**

**Discussion: It was discussed adding language to the motion explaining that this motion supersedes previous motion on January 11<sup>th</sup>. This has been reflected accordingly.**

**Vote: All approved**

**MOTION: Motion by John to wrap elevator shaft in thin brick from plaza to upper level. Wabs second.**

**Discussion: None**

**Vote: All approved**

### **Aspen Village Housing Option:**

- Denis gave a brief overview of the proposal put together by Sebastian and Cody. The current septic system would need to be expanded and have talked to Romero group about increasing water supply if we go with more units. Denis reviewed the original architect design to convert the office into a one-bedroom apartment. Chris Bendon did have a preliminary discussion with Pitkin County and confirmed it would be a Location and Extent through Planning and Zoning.
- Denis presented another option involving container homes. A manufacturer was found in Grand Junction that can build them similar to pictures and videos sent to board. Renovation of building, three units and storage unit would have approximate cost of \$1.5 million. This would create 4 units. They are very efficient. It was suggested to add question to survey if anyone would be interested in this type of unit. There was a very lengthy discussion.

**MOTION:** Motion by John to authorize to authorize the soft cost portion of the project. Denis second.

**Discussion:** Tabled to next meeting and wait for survey results to understand the demand. Rick asked about looking into the Woody Creek option as well. He noted there is a potential of \$325,000 through GQMS funds that could go toward housing at Aspen Village or Woody Creek.

**Vote:** Tabled to next meeting.

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

- Current fundraising total is \$181,500.
- Ali provided an overview of opportunities for grants. The goal is to get approximately \$2,000,000 combined by end of year. This is total goal with grants and fundraising.
- Outreach: Ali has developed a strategic outreach program for the district. Included in the board packet was a draft of an outreach document.
- Implementation: Ali covered multiple projects coming up; Bark Beetle Project, Hunter Smuggler Prescribed Burn, Community fuel break opportunity on Lower Red Mountain and Fuels/hazard trees opportunity on Hunter Creek Trail with AVL and Pitkin County OST.
- Ali reviewed current collaborations and meeting involvements.

### **Financials**

- Monthly financial reports were included in the board packet. Jan Schubert clarified that radios charges are based on the number of radios and there is a separate billing for service provided by dispatch.
- S&P Global Ratings have given us an upgrade. This is a big deal and does not happen often. This will make our bonds and COP's more attractive. Jan Schubert received a huge shout out for her help and diligence with this process.

### **Board Comments & Action Items:**

- Michael Buglione: No comment
- Steve Wertheimer: Steve reiterated praise to Jan Schubert for keeping the books in shape and working to get the S&P Global Rating upgrade.
- Dave "Wabs" Walbert: There was discussion of the new engines being purchased. There was a big discount to purchase them together. They were paid in two different budget years. Current plan is to keep one engine as a reserve to use when other engines go into the shop or Engine 65 needs to be sent out to wildfire. Jake Andersen confirmed that all trucks and apparatus that need to be sold will go to auction through GovDeals.
- Denis Murray: Denis brought up discussion about bonuses and that it was not included in the salary study and noted that the Chief bonus was not in the budget. John commented that the 6% is a fair bonus for where the Fire Chief has taken us in the last year. Looking back on 2021, we certainly had some issues that John believes the chief has responded to and improved. John noted he is a strong believer in rewarding someone for work over and above what they get. There was further discussion of bonuses. Steve noted that we got a lot of good work out of a lot of good people this year and there's nothing wrong with giving them a small bonus as an incentive. Michael agreed. Denis mentioned that one of the superintendent's on the Aspen Fire Place Housing project passed away of COVID. There was much discussion about the amount.

**MOTION:** Motion by Denis to give a cash donation of \$2,500 to Merlin's family. Wabs second.

**Discussion: No further**

**Vote: All approved**

- Rick made a comment that he is here everyday watching staff work their tails off and work a lot more than they bill us.

**MOTION: Motion by John to approve Resolution 2022-05 authorizing bonus to Fire Chief. Wabs second.**

**Discussion: John commented on where we are as a district, improvements made in our standing within the community, where we are with the housing and the solid footing financially as proof with the S&P Rating and supports this.**

**Vote: All approved.**

### **Staff Report:**

- Fire Marshal and Prevention
  - In January there were 33 inspections, 26 plan reviews and 15 site visits.
  - X Games went well. From our standpoint there were no issues.
  - There was an incident at 173 Slalom Lake. Still under investigation.
  - Working with Denis on code amendments.
- Operations Overview:
  - DC Andersen gave a brief overview of the Slalom Lake incident.
  - Completed a successful hiring process. Job offers have been made. This information was included in the board packet.
  - New recruits have started the CMC Academy.
  - Officers have decided to change the structure of officer group. Realign with Battalion Chiefs. This will happen on the career side as well. There is no change in salaries and/or job duties. It will be a title change.
- Training Report:
  - Postponed SCBA due to COVID. This will occur in February.
  - New RQI system has started.
- Fleet and Facilities:
  - Ken gave an overview of the new apparatus. There is a completion date of February 21<sup>st</sup>. Three members will be going to Wisconsin for final inspections. They will ship to Front Range Fire in Denver to be outfitted. Expected delivery is the first week of April.
- Interagency Cooperation:
  - Staff is meeting with dispatch and several other agencies and meeting on implementing major incident response (i.e. Aircraft accident, structure fire, active shooter, wildland fire) where we will automatically get dispatches from neighboring agencies to start moving that direction to help. A good example was the explosion incident.
  - Also working on getting operating SOG's in alignment with other agencies in the valley.
- Employee Handbook
  - Staff is working on updates that will be brought back to the board. In the process of forming a working group to work on it and would like a representative or two from the board.
- Recruitment, Retention and Participation
  - There is a group working on this.



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

- Rick discussed how agencies worked together on recent call. There will be an After Action review coming up.
- GSQ application was included in the board packet. This was mentioned earlier during the housing discussion. There is a potential of \$325,000 in funding to help with further housing.
- Rick commended all those involved in the hiring process. There were multiple comments from board members on how well it was organized and it was very inclusive with cross selection of our department members and some outside agencies.

**Old Business:**

- Aspen Village: Discussed under housing discussion.
- Aspen North 40 Housing Guidelines: No further discussion.

**MOTION: Motion by John to adjourn at 7:25pm. Wabs second.  
Vote: All approved.**

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

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

Description Scope of Work	Current Budget	Spent To Date 3/08/22	Balance To Complete	Clarifications & Remarks
<b>Soft Cost Budget</b>				
<b>Architect Selection process</b>		-	-	
Harry Teague	5,000.00	5,000.00	-	Conceptual drawings
Stryker/Brown	5,050.50	5,050.50	-	Conceptual drawings
		-	-	
<b>Consultants</b>		-	-	
BendonAdams - Land Consultant	20,000.00	18,810.48	1,189.52	
		-	-	
Type Five - Owners Rep.	245,087.24	178,956.86	66,130.38	Increased for Type Five
Stryker/Brown - Architects	862,151.49	836,204.27	25,947.22	655,067.49
KL&A Structural Engineer		-	-	78,000.00
BG Works - MEP		-	-	121,800.00
Confluence Architecture		-	-	7,284.00
Fee adjustment based on GMP cost of construction @ 4.4%	42,311.54	-	42,311.54	42,311.54
		-	-	
SGM	90,000.00	92,641.75	(2,641.75)	Allowance
Civil Design		-	-	Cost included above
Traffic Study		-	-	Cost included above
Surveying		-	-	Prior to construction
Final Plat	5,000.00	-	5,000.00	Allowance
		-	-	
Land Design 39 - WELS permit	5,500.00	4,490.00	1,010.00	Need to update drawings
Hines Irrigation - WELS permit	2,650.00	2,650.00	-	Complete
		-	-	
Kubed - Fire sprinkler design	1,750.00	1,750.00	-	Complete
		-	-	
<b>Special Inspections</b>		-	-	
Kumar - Geo-Engineers	29,500.00	16,945.96	12,554.04	Allowance
Soils report		-	-	Budget included above
Soils testing		-	-	Budget included above
Materials testing		-	-	Budget included above
Special inspections		-	-	Budget included above
Waterproofing special inspections	12,400.00	4,025.00	8,375.00	\$17,748.62 Allowance
		-	-	
<b>Miscellaneous fees</b>		-	-	
Aspen Reprographics	3,500.00	1,145.84	2,354.16	Allowance
Aspen Times	1,500.00	1,409.29	90.71	Allowance
Stewart Title	300.00	300.00	-	Complete
Pitkin County	2,654.00	2,654.00	-	Complete
City of Aspen development review	37,604.20	37,604.20	-	Complete

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

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

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

Description Scope of Work	Current Budget	Spent To Date 3/08/22	Balance To Complete	Clarifications & Remarks
BGBW Low Voltage Submittal Review	(3,250.00)		(3,250.00)	
<b>Work completed by AFPD</b>				
Re-locate water line	65,931.80	65,931.80	-	Complete
Re-locate gas line	16,931.01	16,931.01	-	Complete
Lower electric vault	8,915.25	8,915.25	-	Complete
		-	-	
		-	-	
<b>Soft Cost Total</b>	<b>2,852,708.86</b>	<b>2,184,108.51</b>	<b>668,600.35</b>	
<b>2,865,919.00</b>				
<b>FCI Construction Budget</b>				
<b>FCI's GMP contract budget</b>	<b>14,208,446.00</b>	<b>-</b>	<b>14,208,446.00</b>	Executed contract
PA # 1		172,411.70	(172,411.70)	Approved_03.23.21
PA # 2		261,922.60	(261,922.60)	Approved_04.15.21
PA # 3		512,340.70	(512,340.70)	Approved_05.05.21
PA # 4		377,720.95	(377,720.95)	Approved_06.07.21
PA # 5		604,975.15	(604,975.15)	Approved_07.12.21
PA # 6		540,510.10	(540,510.10)	Approved_08.12.21
PA # 7		782,648.95	(782,648.95)	Approved_09.10.21
PA # 8		1,007,517.75	(1,007,517.75)	Approved_10.06.21
PA # 9		1,174,010.95	(1,174,010.95)	Approved_11.04.22
PA # 10		958,823.60	(958,823.60)	Approval_12.10.21
PA # 11		585,040.40	(585,040.40)	Approval_01.11.22
PA #12		921,101.95	(921,101.95)	Approval_02.14.22
PA #13		864,518.05	(864,518.05)	Approval_Pending
<b>Change Orders</b>				
PCCO #1	40,378.00	-	-	Approved_04.21.21 [Drywell and Drain Pipe]
PCCO #2	29,878.82	-	-	Approved_06.15.21 [Permit Set Pricing]
PCCO #3	-			Approved_07.15.21
PCCO #4	-			Approved_10.18.22
PCCO #5	-			Approved_10.29.23
<b>Construction Cost Total</b>	<b>14,278,702.82</b>	<b>8,763,542.85</b>	<b>5,444,903.15</b>	
<b>Grand Total</b>	<b>17,131,411.68</b>	<b>10,947,651.36</b>	<b>6,113,503.50</b>	

Grand total 3/9/21

17,074,362.00

Cost code	Description	Original Estimate	Approved Estimated Changes	Pending Estimate Changes	Amount Remaining
01 600001 OTH	Misc Site Demo/Foundation Drain Drywell	18,575.00	18,575.00	-	-
01 600002 OTH	Winter Conditions - Concrete Add Mix	36,656.00	-	-	36,656.00
01 600003 OTH	Winter Conditions - Concrete Heat	37,840.00	-	-	37,840.00
01 600004 OTH	Reshoring of Concrete Deck	15,000.00	-	15,000.00	-
01 600005 OTH	Misc Metals	28,024.00	823.00	-	27,201.00
01 600006 OTH	Stair Canopy - Structural Design	2,500.00	2,500.00	-	-
01 600007 OTH	Stair Canopy Structure (Steel)	35,000.00	35,000.00	-	-
01 600008 OTH	Trash Enclosure Structure & Roof	37,127.00	37,127.00	-	-
01 600009 OTH	Composite Balcony/Walkway Slats	43,205.00	43,205.00	-	-
01 600010 OTH	Cost Impacts - Added Laundry Area Cabinets	5,000.00	5,000.00	-	-
01 600011 OTH	Misc Flashing	25,000.00	-	-	25,000.00
01 600012 OTH	Window & Sliding Door Package	85,000.00	85,000.00	-	-
01 600013 OTH	Temp Heating	52,500.00	14,933.00	-	37,567.00
01 600014 OTH	Signage	2,915.00	2,915.00	-	-
01 600015 OTH	Photovoltaic System	240,000.00	-	-	240,000.00
01 600016 OTH	Plumbing Fixture Package	125,000.00	125,000.00	-	-
01 600017 OTH	Snow Removal & Earthwork Winter Conditions	138,600.00	13,015.00	21,636.00	103,949.00
01 600018 OTH	Rock Removal	35,000.00	35,000.00	-	-
01 600019 OTH	Dewatering	20,420.00	20,420.00	-	-
01 600020 OTH	Irrigation System Design & Construction	45,000.00	45,000.00	-	-
01 600021	Wood Material Cost Increase	-	119,051.00	23,322.00	95,729.00
01 600022	Supplementary Funds - Project Credits	-	53,146.00	-	53,146.00
		<b>1,028,362.00</b>	<b>655,710.00</b>	<b>59,958.00</b>	<b>657,088.00</b>

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

Description Scope of Work	Current Budget	Change to Contract Amounts	Balance To Complete
<b>Soft Cost Budget</b>			
<b>AFPD Contingencies</b>	500,000.00		
<b>Consultants</b>			
Type Five - Owners Rep.		(55,087.24)	
Stryker/Brown - Architects		(5,000.00)	
KL&A Structural Engineer		-	
BG Works - MEP		(3,250.00)	
SGM		(2,641.75)	
<b>Special Inspections</b>			
Waterproofing special inspections		5,348.62	
<b>Utilities</b>			
Holy Cross construction cost		(2,428.23)	
<b>Soft Cost Total</b>	-	<b>(63,058.60)</b>	-
<b>FCI Construction Budget</b>			
<b>FCI's GMP contract budget</b>			
Allowance #022		53,146.00	
<b>Change Orders</b>			
PCCO #1		(40,378.00)	
PCCO #2		(29,878.82)	
<b>Construction Cost Total</b>	-	<b>(17,110.82)</b>	-
<b>Grand Total</b>	-	<b>(80,169.42)</b>	<b>419,830.58</b>

	Initial	Change	Current
<b>Base Contract</b>	\$ 12,792,875		
COR 01 - Additional Drywell		\$ 40,378	
COR 02 - Foundation Drain and Pump		\$ 2,032	
AL 07 - Added Scope in Permit Revision		\$ 27,849	
Allowance Reconciliation to Date		\$ 549,580	
			\$ 13,412,715
<b>Allowance 0001 MISC SITE DEMOLITION &amp; FOUNDATION DRAIN DRYWELL</b>	\$ 18,575		
AL 03 - Fund additional drywell requirements.		\$ (11,075)	
AL 07 - Fund final costs on site demo allowance.		\$ (7,500)	
			\$ -
<b>Allowance 0002 WINTER CONDITIONS - CONCRETE ADD MIX</b>	\$ 36,656		
			\$ 36,656
<b>Allowance 0003 WINTER CONDITIONS - CONCRETE HEAT</b>	\$ 37,840		
			\$ 37,840
<b>Allowance 0004 RESHORING OF CONCRETE DECK</b>	\$ 15,000		
AL 48 - Re-fund Shoring		\$ (15,000)	
			\$ -
<b>Allowance 0005 MISCELLANEOUS METALS</b>	\$ 28,024		
AL 27 - Added Bollards		\$ (823)	
			\$ 27,201
<b>Allowance 0006 STAIR CANOPY-STRUCTURAL DESIGN</b>	\$ 2,500		
AL 02 - Fund Contract for Engineering Services		\$ (2,500)	
			\$ -
<b>Allowance 0007 STAIR CANOPY STRUCTURE (STEEL)</b>	\$ 35,000		
AL 34 - Buyout		\$ (35,000)	
			\$ -
<b>Allowance 0008 TRASH ENCLOSURE STRUCTURE &amp; ROOF</b>	\$ 37,127		
AL 07 - Reconcile final trash enclosure costs.		\$ (37,127)	
			\$ -
<b>Allowance 0009 COMPOSITE BALCONY/WALKWAY SLATS</b>	\$ 43,205		
AL 17 - Balcony and Walkway Slats		\$ (43,205)	
			\$ -
<b>Allowance 0010 COST IMPACTS-ADDED LAUNDRY AREA CABINETS</b>	\$ 5,000		
AL 07 - Reconcile final costs.		\$ (5,000)	
			\$ -

Allowance 0011	MISC FLASHING	\$	25,000		\$	25,000
Allowance 0012	WINDOW & SLIDING DOOR PACKAGE	\$	85,000			
	AL 05 - Fund Final Window Package			\$	(77,854)	
	AL 07 - Offset balance towards permit pricing exercise.			\$	(7,146)	
						\$ -
Allowance 0013	TEMPORARY HEATING	\$	52,500			
	AL 20 - Temping Heating Temp Gas Line			\$	(14,933)	
						\$ 37,567
Allowance 0014	SIGNAGE	\$	2,915			
	AL 32 - Signage			\$	(2,915)	
						\$ -
Allowance 0015	PHOTOVOLTAIC SYSTEM	\$	240,000			
						\$ 240,000
Allowance 0016	PLUMBING FIXTURE PACKAGE	\$	125,000			
	AL 06 -Fund Plumbing Fixture Package			\$	(124,990)	
	AL 07 - Offset balance towards permit pricing exercise.			\$	(10)	
						\$ -
Allowance 0017	SNOW REMOVAL & EARTHWORK WINTER CONDITIONS	\$	138,600			
	AL 01 - Winter Conditions Costs for February			\$	(8,390)	
	AL 04 - Winter Conditions Costs for March			\$	(1,680)	
	AL 36 - Snow Removal from Roof			\$	(2,105)	
	AL 39 - Snow Removal			\$	(840)	
	AL 47 - Winter Conditions FEB			\$	(21,636)	
						\$ 103,949
Allowance 0018	ROCK REMOVAL	\$	35,000			
	AL 04 - March Rock Removal Costs			\$	(2,340)	
	AL 09 - April Rock Removal Costs			\$	(1,240)	
	AL 10 - May Rock Removal Costs			\$	(11,410)	
	AL 19 - Final Reconciliation			\$	(20,010)	
						\$ -
Allowance 0019	DEWATERING	\$	20,420			
	AL 07 - Offset balance towards permit pricing exercise.			\$	(20,420)	
						\$ -
Allowance 0020	IRRIGATION SYSTEM DESIGN & CONSTRUCTION	\$	45,000			
	AL 07 - Offset balance towards permit pricing exercise.			\$	(45,000)	
						\$ -
Allowance 0021	Wood Cost Escalation Allowance	\$	-			
	AL 07 - Added Allowance for Wood Escalation			\$	228,000	



AL 08 - Wood Escalation Costs	\$	(87,277)	
AL 28 - Warehouse Wood Storage	\$	(21,672)	
AL 50 - Warehouse Wood Storage (Final)	\$	(23,322)	
			\$ 95,729

Allowance 0022	Misc. Allowance	\$	-	
	COR 04 - One Line Change Credit	\$	27,787	
	COR 05 - Board Form and Trench Drain Install Credit	\$	22,210	
	AL 11 - Refrigerator Water Connection Costs	\$	(3,731)	
	AL 12 - Elevator Ventilation Costs	\$	(4,183)	
	AL 13 - Concrete Sealer	\$	(11,480)	
	AL 14 - Guardrail VE	\$	22,428	
	AL 15 - Additional Site Camera	\$	(4,810)	
	AL 16 - Fitness Room Fit out	\$	(20,348)	
	AL 17 - Balcony Slat Savings	\$	5,839	
	AL 18 - Driveway Snowmelt and Heat Trace	\$	38,270	
	AL 19 - Final Rock Removal Reconciliation	\$	20,010	
	AL 21 - 3" Spray Foam ILO Ridgid Type V	\$	5,104	
	AL 22 - LDI Roof Evaluation at Aspen Village and Woody Creek	\$	(4,000)	
	AL 23 - Add Vertical Bling Specification Change	\$	(2,109)	
	AL 24 - PR 04 Low Votage Design	\$	(19,548)	
	AL 25 - Snowmelt Design Change	\$	(1,012)	
	AL 26 - Added Charging Stations	\$	(14,971)	
	AL 29 - Horizontal Blind Upgrade	\$	(1,701)	
	AL 30 - Fitness Room Flooring	\$	(181)	
	AL 31 - Metal Wall Panel VE	\$	9,003	
	AL 34 - Steel Canopy Buyout Savings	\$	15,255	
	AL 35 - ASI 02 - Soffit Changes	\$	(6,900)	
	AL 36 - Pressure Guages, RFI 081, RFI 77	\$	(4,405)	
	AL 37 - Additional Closet Shelves	\$	(1,350)	
	AL 39 - Low Voltage Coordination	\$	(9,426)	
	AL 40 - PR-08 Additional Lighting	\$	(4,019)	
	AL 41 - Additional Paint Colors	\$	(900)	
	AL 42 - Additional Date Connections	\$	(1,865)	
	AL 43 - Credit Flag Pole Instalation	\$	2,925	
	AL 44 - Additional Postal Shelving	\$	(2,730)	
	AL 45 - Deleted Power Outlets	\$	2,077	
	AL 46 - Tile ILO Showe Inserts at ADA Bathrooms	\$	(13,092)	
	AL 48 - Re-fund shoring	\$	15,000	
				\$ 53,146

Construction Contingency	\$	387,206	
	BVR 01 - Permit Pricing Exercise	\$	(114,329)
	BVR 02 - Waterproofing Subcontractor Defult	\$	(30,222)
	BVR 03 - Millwork Adds	\$	(6,756)
	BVR 04 - Damproofing	\$	(27,000)
			\$ 208,899

Grand Total	\$	14,208,443	\$	14,278,702
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# **Board Update**

## **WCAF/ Community Wildfire Resilience**

March 2022

### **1. Fundraising**

- a. Current Total: \$222,600.00

### **2. Outreach**

- a. Current focus on Hunter Smuggler prescribed burn
  - i. Hosting website landing page for burn
  - ii. Hosting prescribed burn hybrid meeting "Open House" on April 5
  - iii. Creating and disseminating ads, flyers
  - iv. Contacting local HOA's with burn info
- b. Ongoing outreach with HOA's to discuss mitigation plans

### **3. Implementation**

- a. Bark Beetle Project: Spring 2022
- b. Hunter Smuggler Prescribed Burn: Spring 2022
  - i. Scheduled for mid-April to mid-May pending conditions on the ground
  - ii. Planning for additional burn units in 2024
    - Likely project for FRWRM grant funding application
- c. Working out cost and scope of roadside evacuation route clearing

### **4. Other**

- a. Grants: \$25,000 received for Assistance to Firefighters in collaboration with Scott Arthur
- b. Attending WUI conference in Reno, with the International Association of Fire Chiefs

# Aspen Fire Protection District Balance Sheet

As of February 28, 2022

Feb 28, 22

## ASSETS

### Current Assets

#### Checking/Savings

##### GENERAL FUND BANK ACCTS

10100 · Alpine Bank--GF Checking	36,450.28
10401 · ColoTrust--GF General	1,048,536.41
10406 · ColoTrust--GF Emerg Reserve	251,926.84
10407 · ColoTrust--GF Operations Resrv	1,211,779.92
10409 · ColoTrust--GF FPPA	257,341.80
10545 · Grand Junction Fed Credit Union	83.60

Total GENERAL FUND BANK ACCTS 2,806,118.85

##### CAPITAL ACQ. FUND BANK ACCTS

10700 · Alpine Bank--Cap Acq. Checking	3,199.82
10801 · ColoTrust--Cap Acq	104,725.49

Total CAPITAL ACQ. FUND BANK ACCTS 107,925.31

##### HOUSING FUND BANK ACCOUNTS

10890 · Alpine Bank--Housing Checking	296,784.94
10901 · ColoTrust--Housing	38,128.38
10905 · ColoTrust (UMB)-Construction	6,942,872.55
10906 · ColoTrust (UMB)--Cert Principal	11.02
10907 · ColoTrust (UMB)--Cert Interest	7.76

Total HOUSING FUND BANK ACCOUNTS 7,277,804.65

##### WILDFIRE C.A. FUND BANK ACCTS

10950 · Alpine Bank--WCAF Checking	38,715.43
10951 · ColoTrust--WCAF Reserves	141,010.97

Total WILDFIRE C.A. FUND BANK ACCTS 179,726.40

##### DEBT SERVICE FUND BANK ACCTS

11201 · ColoTrust--Debt Service	1,129,775.49
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Total DEBT SERVICE FUND BANK ACCTS 1,129,775.49

Total Checking/Savings 11,501,350.70

#### Accounts Receivable

##### ACCOUNTS RECEIVABLE

12235 · Receivable due - Pitkin County	4,388.27
12252 · Receivable due - AFD Staff	8,037.99

Total ACCOUNTS RECEIVABLE 12,426.26

Total Accounts Receivable 12,426.26

# Aspen Fire Protection District Balance Sheet

As of February 28, 2022

Feb 28, 22

<b>Other Current Assets</b>		
<b>GENERAL FUND (Asset)</b>		
10450 · Property Tax Receivable	-257,269.89	
Total GENERAL FUND (Asset)	-257,269.89	
<b>BOND DEBT SERVICE FUND (Asset)</b>		
10750 · Property Tax Receivable	-37,539.36	
Total BOND DEBT SERVICE FUND (Asset)	-37,539.36	
10671 · Prepaid Expenses—General Fund	19,387.58	
10672 · Apparatus Deposits—CA Fund	1,564,686.00	
Total Other Current Assets	1,289,264.33	
<b>Total Current Assets</b>	12,803,041.29	
<b>Fixed Assets</b>		
<b>GENERAL FIXED ASSET GROUP</b>		
10600 · Fire Trucks & Equip	4,429,722.00	
10610 · Building Improvements	1,293,009.40	
10615 · Buildings	13,398,373.00	
10640 · Firefighting Equipment	375,665.98	
10650 · Administrative	374,807.41	
10660 · Construction in Progress	1,738,302.29	
10665 · Land - North 40	1,700,000.00	
10669 · Accumulated Depreciation	-7,676,469.82	
Total GENERAL FIXED ASSET GROUP	15,633,410.26	
<b>Total Fixed Assets</b>	15,633,410.26	
<b>Other Assets</b>		
10593 · Deferred Refunding Cost	1,574,234.68	
10594 · Deferred Refunding Costs-Accum.	-1,299,064.71	
90103 · VPF-Def Oflow-Pens Inv Ret Diff	118,082.00	
90105 · VPF-Def Oflow-Pens Contr After	632,000.00	
90111 · SWDB-Def Oflow-Pens Exper Diff	70,656.34	
90112 · SWDB-Def Oflow-Pens Chg Assum	39,642.24	
90113 · SWDB-Def Oflow-Pens Inv Ret Dif	0.07	
90115 · SWDB-Def Oflow-Pens Chg Propor	20,909.00	
90116 · SWDB-Def Oflow-Pens Contr After	48,429.92	
Total Other Assets	1,204,889.54	
<b>TOTAL ASSETS</b>	<b>29,641,341.09</b>	

**Aspen Fire Protection District**  
**Balance Sheet**  
 As of February 28, 2022  
 Feb 28, 22

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 · 20100 - Accts Payable--GF	40,967.02
2002 · 20120 - Accts Payable--CA Fund	9,479.46
2004 · 20140 - Accts Payable--Housing	16,967.03
<b>Total Accounts Payable</b>	<b>67,413.51</b>

**Other Current Liabilities**

**CURRENT LIABILITIES**

20125 · State Unemployment Accrual	535.69
20162 · Vol FFs Insurances Accrual	1,061.02
21000 · Deferred Revenue--Prop. Tax	-257,269.89
<b>Total CURRENT LIABILITIES</b>	<b>-255,673.18</b>
23050 · Accrued Int. Payable--Bond Debt	43,121.27

<b>Total Other Current Liabilities</b>	<b>-212,551.91</b>
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<b>Total Current Liabilities</b>	<b>-145,138.40</b>
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**Long Term Liabilities**

**BOND DEBT SERVICE FUND (Liab.)**

22000 · Deferred Revenue--Prop.Tax	-37,539.36
23000 · Bonds Payable	4,850,000.00
23010 · Current Portion - Bonds Payable	880,000.00
22900 · Bond Premium	1,100,512.25
22901 · Bond Premium- Accumulate Amort.	-955,334.34

<b>Total BOND DEBT SERVICE FUND (Liab.)</b>	<b>5,837,638.55</b>
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**HOUSING DEBT SERVICE (Liab.)**

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

<b>Total HOUSING DEBT SERVICE (Liab.)</b>	<b>15,691,645.45</b>
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# Aspen Fire Protection District Balance Sheet

As of February 28, 2022

	Feb 28, 22
90200 · VPF--Net Pension Liability	880,302.00
90202 · VPF--Def Iflow--Pens Chg Assum	180,279.00
90210 · SWDB--Net Pension Liability	-20,877.42
90211 · SWDB-Def Iflow-Pens Exp Diff	409.29
90213 · SWDB-Def Iflow-Pens Inv Ret Dif	32,820.00
90214 · SWDB-Def Iflow-Pens Act/Rep Dif	7,951.76
90215 · SWDB-Def Iflow-Pens Chg Propor	33,325.97
90220 · Compensated Absences / PTO	193,159.81
<b>Total Long Term Liabilities</b>	<b>22,836,654.41</b>
<b>Total Liabilities</b>	<b>22,691,516.01</b>
<b>Equity</b>	
<b>FUND BALANCES</b>	
30005 · LT Assets minus LT Debt	-7,903,918.70
30015 · Capital Acq. Fund Balance	655,027.00
30020 · Debt Svc Fund Balance	1,091,188.00
30025 · Housing Fund Balance	17,021,048.00
30300 · Net Pension Liab. & Deferrals	-860,120.00
30600 · Contingency Reserve (TABOR)	186,000.00
37500 · GF - Unrestricted Fund Balance	1,664,931.00
37501 · GF - Restricted Fund Balance	22,002.00
<b>Total FUND BALANCES</b>	<b>11,876,157.30</b>
3900 · Retained Earnings	-2,990,561.24
<b>Net Income</b>	<b>-1,935,770.98</b>
<b>Total Equity</b>	<b>6,949,825.08</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>29,641,341.09</b>

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

	Feb 22	Jan - Feb 22	YTD Budget	Annual Budget
<b>Income</b>				
<b>GENERAL (Income)</b>				
<b>31100 · General Property Tax</b>				
31102 · Allocation--to Cap Acq Fund	0.00	0.00	100,000.00	600,000.00
31103 · Allocation--to Housing Fund	0.00	0.00	183,333.40	1,100,000.00
31104 · Allocation--to GF General	25,295.77	25,295.77	701,490.70	4,208,944.00
31105 · Allocation--to GF Emerg Reserve	0.00	0.00	8,333.40	50,000.00
31107 · Allocation--to GF FPPA Annual	250,000.00	250,000.00	41,666.70	250,000.00
31109 · Allocation--for Treasurer Fee	14,489.27	14,489.27	54,464.50	326,787.00
<b>Total 31100 · General Property Tax</b>	<u>289,785.04</u>	<u>289,785.04</u>	<u>1,089,288.70</u>	<u>6,535,731.00</u>
31200 · Specific Ownership Taxes	19,156.20	19,156.20	37,500.00	225,000.00
36100 · Interest Earned--Prop. Taxes	0.00	0.00	2,000.00	12,000.00
36200 · Interest on Investments	204.70	382.27	100.00	600.00
37100 · Delinquent Taxes	-0.02	-0.02	-1,000.00	-6,000.00
38000 · North 40 Lease to County	4,388.27	8,528.15	8,616.70	51,700.00
38010 · County Share of Expenses @N40	0.00	0.00	5,000.00	30,000.00
38015 · Tenants' Rent & Utilities @Stwd	435.50	2,177.50	2,500.00	15,000.00
38020 · Tenants' Rent @ N40 & Woody Crk	1,986.00	3,972.00	3,972.00	23,832.00
38050 · WFAC (Wildfire Mapping) Project	0.00	-37,725.26	37,725.00	37,725.00
38101 · Grants	0.00	0.00	20,833.40	125,000.00
38109 · Donations/Contrib (GF-Assigned)	0.00	38,862.68		
38110 · Sprinkler Permit Fees(PlansChk)	0.00	0.00	8,333.40	50,000.00
<b>Total GENERAL (Income)</b>	<u>315,955.69</u>	<u>325,138.56</u>	<u>1,214,869.20</u>	<u>7,100,588.00</u>
<b>Total Income</b>	<u>315,955.69</u>	<u>325,138.56</u>	<u>1,214,869.20</u>	<u>7,100,588.00</u>
<b>Gross Profit</b>	<u>315,955.69</u>	<u>325,138.56</u>	<u>1,214,869.20</u>	<u>7,100,588.00</u>
<b>Expense</b>				
<b>PERSONNEL - District Staff</b>				
41110 · Wages - Career Duty FFs	55,412.29	117,926.54	192,964.50	1,157,787.00
41115 · Overtime - Career Duty FFs	10,731.34	18,098.05	10,000.00	60,000.00
41111 · Salaries & Wages-All Other Paid	67,539.86	125,595.97	141,785.40	850,712.00
41120 · Misc. Payroll Expenses	324.00	324.00	300.00	1,800.00
41125 · Employer SUI--Staff	264.46	508.30	707.00	4,242.00
41130 · Retirement Plan--401(a)	10,913.73	20,093.19	22,378.70	134,272.00
41132 · Pension Plan--FPPA SWDB	7,398.80	15,525.07	26,165.20	156,991.00
41135 · Employer Medicare--Staff	1,955.60	3,758.75	5,126.20	30,757.00
41140 · All Insurances & HSA Contrib.	27,155.61	61,046.63	72,689.20	436,135.00
41141 · Board Match--457(b) Plan	2,635.10	5,072.50	6,837.20	41,023.00
41142 · Fit/Wellness Allowance--Staff	0.00	0.00	5,133.40	30,800.00
41143 · Health Insur--Staff Dependents	5,068.48	10,136.83	15,814.00	94,884.00
41144 · Benefits Contingency - PTO Cash	4,582.80	4,582.80	3,582.50	21,495.00
<b>Total PERSONNEL - District Staff</b>	<u>193,982.07</u>	<u>382,668.63</u>	<u>503,483.30</u>	<u>3,020,898.00</u>

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

	Feb 22	Jan - Feb 22	YTD Budget	Annual Budget
<b>ADMINISTRATION</b>				
41149 · County Treasurer Fee	14,489.27	14,489.27	54,507.40	327,044.00
41150 · Employer Medicare--AVFD+	0.00	0.00	250.00	1,500.00
41155 · Employer Social Security--AVFD+	403.73	779.84	2,000.00	12,000.00
41160 · Employer SUI--AVFD+	0.00	0.00	83.40	500.00
41146 · Employee Wellness Program	191.10	191.10	1,333.40	8,000.00
41210 · Contr Labor/ Special Projects	0.00	0.00	7,166.70	43,000.00
41211 · Supplies & Expenses	5,032.64	6,102.41	4,049.40	24,296.00
41212 · Telephone Expense	3,237.26	6,382.53	5,333.40	32,000.00
41214 · Info. Systems & Support	2,319.00	5,210.70	6,000.00	36,000.00
41500 · Audit & Budget	0.00	0.00	3,166.70	19,000.00
41510 · Insurance				
Gen Liability/Accident & Other	0.00	0.00	7,500.00	45,000.00
Workers' Comp	32,238.39	94,911.39	15,000.00	90,000.00
<b>Total 41510 · Insurance</b>	<b>32,238.39</b>	<b>94,911.39</b>	<b>22,500.00</b>	<b>135,000.00</b>
41520 · Legal	1,927.00	1,927.00	4,333.40	26,000.00
41770 · Equip Repair/Replace	0.00	0.00	833.40	5,000.00
41810 · Election	233.52	233.52	5,333.36	16,000.00
41820 · Staff Vehicle Expense	974.00	1,050.15	1,833.40	11,000.00
41840 · Administrative	2,965.86	4,539.43	7,500.00	45,000.00
41920 · Capital Outlay - Computers +	2,182.00	2,182.00	3,333.40	20,000.00
<b>Total ADMINISTRATION</b>	<b>66,193.77</b>	<b>137,999.34</b>	<b>129,557.36</b>	<b>761,340.00</b>
<b>PERSONNEL - Volunteer Staff</b>				
41860 · Vol. Fit/Wellness Allowance	0.00	0.00	7,000.00	42,000.00
41861 · Volunteer Health Insur/HSA/HRA	16,676.44	37,913.12	58,825.00	352,950.00
41870 · Volunteer Health Screenings	0.00	0.00	333.40	2,000.00
41875 · LOSAP	31,750.00	31,750.00	34,750.00	34,750.00
41892 · ALL Volunteer Incentives	0.00	0.00	5,000.00	30,000.00
<b>Total PERSONNEL - Volunteer Staff</b>	<b>48,426.44</b>	<b>69,663.12</b>	<b>105,908.40</b>	<b>461,700.00</b>
<b>FIRE FIGHTING</b>				
42205 · Firefighters' Logistics/Support	830.76	2,281.65	4,166.70	25,000.00
42206 · Uniforms	1,095.10	2,284.02	3,333.40	20,000.00
42211 · Operational Supplies & Expenses	0.00	1,014.00	25,000.00	150,000.00
42212 · Rescue Supplies & Expenses	149.98	149.98	2,500.00	15,000.00
42213 · EMS Supplies & Expenses	399.90	199.90	2,500.00	15,000.00
42214 · Wildfire Supplies & Expenses	401.42	573.41	1,666.70	10,000.00
42220 · Pano AI Project	0.00	0.00	10,000.00	60,000.00
42300 · Fuel	698.08	698.08	2,500.00	15,000.00
42400 · Subscriptions & Dues	0.00	825.00	250.00	1,500.00
42402 · Honor Guard	0.00	0.00	833.40	5,000.00
<b>Total FIRE FIGHTING</b>	<b>3,575.24</b>	<b>8,026.04</b>	<b>52,750.20</b>	<b>316,500.00</b>



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

	<u>Feb 22</u>	<u>Jan - Feb 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>TRAINING</b>				
44102 · EMS Training & Records	365.00	704.50	4,000.00	24,000.00
44103 · FF Training & Records	333.82	508.82	6,666.70	40,000.00
44211 · Supplies & Expenses	0.00	0.00	1,666.70	10,000.00
<b>Total TRAINING</b>	<u>698.82</u>	<u>1,213.32</u>	<u>12,333.40</u>	<u>74,000.00</u>
<b>FIRE PREVENTION</b>				
43200 · Training	506.99	506.99	1,000.00	6,000.00
43211 · Supplies & Expenses	1,170.25	1,170.25	1,500.00	9,000.00
43212 · Public Fire Education	0.00	0.00	1,000.00	6,000.00
43214 · Advertising—Public Education	613.00	1,232.00	2,000.00	12,000.00
<b>Total FIRE PREVENTION</b>	<u>2,290.24</u>	<u>2,909.24</u>	<u>5,500.00</u>	<u>33,000.00</u>
<b>COMMUNICATIONS</b>				
45211 · Supplies & Expenses	525.00	625.00	1,333.40	8,000.00
45300 · Administration				
County Dispatch Services	0.00	0.00	7,500.00	45,000.00
County Radio Services	0.00	0.00	5,000.00	30,000.00
<b>Total 45300 · Administration</b>	<u>0.00</u>	<u>0.00</u>	<u>12,500.00</u>	<u>75,000.00</u>
45910 · Radio Capital Outlay	0.00	0.00	3,333.40	20,000.00
<b>Total COMMUNICATIONS</b>	<u>525.00</u>	<u>625.00</u>	<u>17,166.80</u>	<u>103,000.00</u>
<b>REPAIR SERVICES (Fleet &amp; Equip)</b>				
46200 · Pump & Equipment Testing	0.00	0.00	3,333.40	20,000.00
46211 · Supplies & Expenses & Parts	0.00	0.00	4,666.70	28,000.00
46212 · Out-source Maint& Repair	0.00	65.00	12,500.00	75,000.00
<b>Total REPAIR SERVICES (Fleet &amp; Equip)</b>	<u>0.00</u>	<u>65.00</u>	<u>20,500.10</u>	<u>123,000.00</u>

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

	Feb 22	Jan - Feb 22	YTD Budget	Annual Budget
<b>STATIONS, BUILDINGS &amp; GROUNDS</b>				
<b>Headquarters Station</b>				
48209 · Alarm Monitoring and T&I--HQ	0.00	0.00	291.70	1,750.00
48210 · Repairs & Maint. - Headquarters	125.00	2,172.05	2,833.40	17,000.00
48211 · Supplies & Exp. - Headquarters	286.46	1,046.92	2,000.00	12,000.00
48214 · Utilities - Headquarters	3,603.70	11,008.85	7,000.00	42,000.00
48215 · Cleaning - Headquarters	540.00	1,080.00	1,500.00	9,000.00
<b>Total Headquarters Station</b>	<b>4,555.16</b>	<b>15,307.82</b>	<b>13,625.10</b>	<b>81,750.00</b>
<b>North 40 Station</b>				
48309 · Alarm Monitoring and T&I--N40	0.00	0.00	200.00	1,200.00
48311 · Repairs & Maint. - North 40	425.00	1,912.05	3,333.40	20,000.00
48315 · Supplies & Expenses - North 40	188.16	1,333.94	1,666.70	10,000.00
48320 · Utilities - North 40	4,724.77	10,507.03	6,666.70	40,000.00
<b>Total North 40 Station</b>	<b>5,337.93</b>	<b>13,753.02</b>	<b>11,866.80</b>	<b>71,200.00</b>
<b>Aspen Village Substation</b>				
48016 · Supplies & Exp.- Aspen Village	0.00	0.00	166.70	1,000.00
48400 · Utilities - Aspen Village	818.08	1,701.12	1,000.00	6,000.00
48409 · Alarm Monitoring and T&I--AV	0.00	0.00	166.70	1,000.00
48410 · Repairs & Maint.- Aspen Village	260.00	931.00	833.40	5,000.00
<b>Total Aspen Village Substation</b>	<b>1,078.08</b>	<b>2,632.12</b>	<b>2,166.80</b>	<b>13,000.00</b>
<b>Starwood Substation</b>				
48411 · Tenants' Rent - Starwood	0.00	2,613.00	1,833.40	11,000.00
48412 · Utilities & Expenses - Starwood	1,524.74	3,047.87	2,000.00	12,000.00
<b>Total Starwood Substation</b>	<b>1,524.74</b>	<b>5,660.87</b>	<b>3,833.40</b>	<b>23,000.00</b>
<b>Woody Creek Substation</b>				
47301 · Supplies & Exp. - Woody Creek	129.99	129.99	200.00	1,200.00
47302 · Utilities - Woody Creek	1,190.89	2,362.20	1,833.40	11,000.00
47309 · Alarm Monitoring and T&I--WC	0.00	0.00	166.70	1,000.00
47310 · Repairs & Maint. - Woody Creek	250.00	1,171.00	833.40	5,000.00
<b>Total Woody Creek Substation</b>	<b>1,570.88</b>	<b>3,663.19</b>	<b>3,033.50</b>	<b>18,200.00</b>
<b>Total STATIONS, BUILDINGS &amp; GROUNDS</b>	<b>14,066.79</b>	<b>41,017.02</b>	<b>34,525.60</b>	<b>207,150.00</b>
<b>TRANSFER TO OTHER FUNDS</b>				
49502 · Transfer to CapAcquisition Fund	0.00	0.00	100,000.00	600,000.00
49503 · Transfer to Housing Fund	0.00	0.00	183,333.40	1,100,000.00
49507 · Xfer to Emergency Reserve Fund	0.00	0.00	8,333.40	50,000.00
49509 · Xfer to FPPA Annual Accrual Fnd	250,000.00	250,000.00	41,666.70	250,000.00
<b>Total TRANSFER TO OTHER FUNDS</b>	<b>250,000.00</b>	<b>250,000.00</b>	<b>333,333.50</b>	<b>2,000,000.00</b>
<b>Total Expense</b>	<b>579,758.37</b>	<b>894,186.71</b>	<b>1,215,058.66</b>	<b>7,100,588.00</b>
<b>Net Income</b>	<b>-263,802.68</b>	<b>-569,048.15</b>	<b>-189.46</b>	<b>0.00</b>

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

	<u>Feb 22</u>	<u>Jan - Feb 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>CAPITAL ACQUISITION (Income)</b>				
30075 · General Property Tax Allocation	0.00	0.00	100,000.00	600,000.00
60100 · Interest on Investments	9.81	19.29	8.30	50.00
<b>Total CAPITAL ACQUISITION (Income)</b>	<u>9.81</u>	<u>19.29</u>	<u>100,008.30</u>	<u>600,050.00</u>
<b>Total Income</b>	<u>9.81</u>	<u>19.29</u>	<u>100,008.30</u>	<u>600,050.00</u>
<b>Gross Profit</b>	9.81	19.29	100,008.30	600,050.00
<b>Expense</b>				
<b>CAPITAL ACQ. Fund (Expenses)</b>				
60110 · Cap. Outlay/Equipment/Projects				
PlymoVent at Stn 62	0.00	0.00	13,333.40	80,000.00
loft storage in Stn 62 bays	0.00	0.00	6,666.70	40,000.00
air conditioning @Stn 61+62 apt	0.00	0.00	5,833.40	35,000.00
equiping Engines 61 + 62	38,897.42	50,485.16	37,500.00	75,000.00
replacement roof @ N40	0.00	94,725.00	83,750.00	335,000.00
<b>Total 60110 · Cap. Outlay/Equipment/Projects</b>	<u>38,897.42</u>	<u>145,210.16</u>	<u>147,083.50</u>	<u>565,000.00</u>
<b>Total CAPITAL ACQ. Fund (Expenses)</b>	<u>38,897.42</u>	<u>145,210.16</u>	<u>147,083.50</u>	<u>565,000.00</u>
<b>Total Expense</b>	<u>38,897.42</u>	<u>145,210.16</u>	<u>147,083.50</u>	<u>565,000.00</u>
<b>Net Income</b>	<u><u>-38,887.61</u></u>	<u><u>-145,190.87</u></u>	<u><u>-47,075.20</u></u>	<u><u>35,050.00</u></u>

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

	<u>Feb 22</u>	<u>Jan - Feb 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>HOUSING (Income)</b>				
31175 · General Property Tax Allocation	0.00	0.00	183,333.40	1,100,000.00
31190 · Interest on Investments	<u>218.33</u>	<u>411.37</u>	<u>166.70</u>	<u>1,000.00</u>
<b>Total HOUSING (Income)</b>	<u>218.33</u>	<u>411.37</u>	<u>183,500.10</u>	<u>1,101,000.00</u>
<b>Total Income</b>	<u>218.33</u>	<u>411.37</u>	<u>183,500.10</u>	<u>1,101,000.00</u>
<b>Gross Profit</b>	218.33	411.37	183,500.10	1,101,000.00
<b>Expense</b>				
<b>HOUSING Fund (Expenses)</b>				
<b>70100 · North 40 Project--Soft Costs</b>				
Architectural Services	8,020.64	16,653.83		
Construction Mgmt. Services	8,540.50	18,183.00		
Other Services / Fees	7,183.00	7,875.62		
70100 · North 40 Project--Soft Costs - Other	0.00	0.00	162,500.00	650,000.00
<b>Total 70100 · North 40 Project--Soft Costs</b>	<u>23,744.14</u>	<u>42,712.45</u>	<u>162,500.00</u>	<u>650,000.00</u>
<b>70200 · North 40 Project--Construction</b>	921,101.95	1,506,142.35	1,632,556.78	6,530,227.00
<b>70300 · COPs--Lease Payments</b>				
70301 · Interest Payments	0.00	0.00	0.00	526,550.00
70302 · Principal Payments	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>565,000.00</u>
<b>Total 70300 · COPs--Lease Payments</b>	0.00	0.00	0.00	1,091,550.00
70305 · Bank (UMB) Sweep / Admin Fees	<u>0.00</u>	<u>0.00</u>	<u>83.40</u>	<u>500.00</u>
<b>Total HOUSING Fund (Expenses)</b>	<u>944,846.09</u>	<u>1,548,854.80</u>	<u>1,795,140.18</u>	<u>8,272,277.00</u>
<b>Total Expense</b>	<u>944,846.09</u>	<u>1,548,854.80</u>	<u>1,795,140.18</u>	<u>8,272,277.00</u>
<b>Net Income</b>	<u><u>-944,627.76</u></u>	<u><u>-1,548,443.43</u></u>	<u><u>-1,611,640.08</u></u>	<u><u>-7,171,277.00</u></u>

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

	<u>Feb 22</u>	<u>Jan - Feb 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>WILDFIRE COMM. ACTION (Income)</b>				
31575 · Contributions Received	46,067.50	48,067.50	27,500.00	165,000.00
31590 · Interest on Investments	0.00	5.68	2.00	12.00
<b>Total WILDFIRE COMM. ACTION (Income)</b>	<u>46,067.50</u>	<u>48,073.18</u>	<u>27,502.00</u>	<u>165,012.00</u>
<b>Total Income</b>	<u>46,067.50</u>	<u>48,073.18</u>	<u>27,502.00</u>	<u>165,012.00</u>
<b>Gross Profit</b>	46,067.50	48,073.18	27,502.00	165,012.00
<b>Expense</b>				
<b>WILDFIRE C.A. Fund (Expenses)</b>				
<b>80100 · Operating Expenses</b>				
80101 · Administrative Expenses	0.00	0.00	250.00	1,500.00
80103 · Consultant Fees	0.00	0.00	4,166.70	25,000.00
80105 · Personnel				
Wages	6,846.40	13,692.80	14,833.80	89,003.00
Benefits	2,167.68	5,585.36	5,308.50	31,851.00
Employer Taxes	114.96	229.91	248.70	1,492.00
<b>Total 80105 · Personnel</b>	<u>9,129.04</u>	<u>19,508.07</u>	<u>20,391.00</u>	<u>122,346.00</u>
80109 · Marketing	0.00	0.00	1,666.70	10,000.00
80111 · Other / Unanticipated	0.00	0.00	666.70	4,000.00
<b>Total 80100 · Operating Expenses</b>	<u>9,129.04</u>	<u>19,508.07</u>	<u>27,141.10</u>	<u>162,846.00</u>
<b>Total WILDFIRE C.A. Fund (Expenses)</b>	<u>9,129.04</u>	<u>19,508.07</u>	<u>27,141.10</u>	<u>162,846.00</u>
<b>Total Expense</b>	<u>9,129.04</u>	<u>19,508.07</u>	<u>27,141.10</u>	<u>162,846.00</u>
<b>Net Income</b>	<u><u>36,938.46</u></u>	<u><u>28,565.11</u></u>	<u><u>360.90</u></u>	<u><u>2,166.00</u></u>

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

	<u>Feb 22</u>	<u>Jan - Feb 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>				
<b>BOND DEBT SERVICE FUND (Income)</b>				
35100 · General Property Tax	47,431.84	47,431.84	178,085.40	1,068,512.00
35200 · Specific Ownership Taxes	3,135.47	3,135.47	6,666.70	40,000.00
35210 · Interest Earned—Prop. Taxes	0.00	0.00	333.40	2,000.00
35250 · Interest on Investments	83.16	150.64	50.00	300.00
35700 · Delinquent Taxes	0.00	0.00	-333.40	-2,000.00
<b>Total BOND DEBT SERVICE FUND (Income)</b>	<u>50,650.47</u>	<u>50,717.95</u>	<u>184,802.10</u>	<u>1,108,812.00</u>
<b>Total Income</b>	<u>50,650.47</u>	<u>50,717.95</u>	<u>184,802.10</u>	<u>1,108,812.00</u>
<b>Gross Profit</b>	50,650.47	50,717.95	184,802.10	1,108,812.00
<b>Expense</b>				
<b>BOND DEBT SERVICE Fund (Expns.)</b>				
50005 · County Treasurer Fee	2,371.59	2,371.59	8,911.40	53,468.00
50010 · Interest Payments	0.00	0.00	0.00	165,225.00
50011 · Principal Payments	0.00	0.00	0.00	905,000.00
50020 · Fees & Expenses	0.00	0.00	0.00	200.00
<b>Total BOND DEBT SERVICE Fund (Expns.)</b>	<u>2,371.59</u>	<u>2,371.59</u>	<u>8,911.40</u>	<u>1,123,893.00</u>
<b>Total Expense</b>	<u>2,371.59</u>	<u>2,371.59</u>	<u>8,911.40</u>	<u>1,123,893.00</u>
<b>Net Income</b>	<u><u>48,278.88</u></u>	<u><u>48,346.36</u></u>	<u><u>175,890.70</u></u>	<u><u>-15,081.00</u></u>

**Fire and Police Pension Association  
Aspen FPD Volunteers 711-5  
For the Twelve Months Ending December 31, 2021**

Beginning Balance	\$3,565,402.00
Plan Direct Inflows and Outflows	
Member Contributions	
Employer Contributions	\$545,000.00
Contributions from the SWDD Plan	
Refunds	
Affiliations/(Disaffiliations)	
Plan Transfers	
Net Benefits	(\$306,367.97)
Plan Directed Expenses	(\$1,300.00)
State Funding	\$40,000.00
Plan Direct Inflows and Outflows Sub-Total	<u>\$277,332.03</u>
Allocated Income and Expense	
Interest	\$11,052.34
Dividends	\$19,661.15
Other Income	\$12,429.41
Net Change Accrued Income	(\$164.52)
Unrealized Gain/Loss	\$236,615.06
Realized Gain/Loss	\$316,061.51
Defined Contribution Earnings (Net)	
Investment Expenses	(\$33,523.07)
Direct Expense Allocation	(\$1,474.11)
Other Expenses	(\$13,973.89)
Allocated Income and Expense Sub-Total	<u>\$546,683.88</u>
Ending Balance	<u><u>\$4,389,417.91</u></u>

# Fire and Police Pension Association

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

For the Reporting Period: 01/01/2021 through 12/31/2021

<b>Deposit Date</b>	<b>Employer Contributions</b>	<b>State Matching Funds</b>	<b>Total Remittance</b>
04/16/2021	\$295,000.00	\$0.00	\$295,000.00
05/14/2021	\$250,000.00	\$0.00	\$250,000.00
11/23/2021	\$0.00	\$40,000.00	\$40,000.00
<b>Total Remittance</b>			<b>\$585,000.00</b>
<b>Calculated Contribution per the 01/01/2019 Actuarial Study</b>			<b>\$122,174.00</b>
<b>Difference Over/(Under)</b>			<b>\$462,826.00</b>

*Note: The Calculated Contribution amount is due to FPPA before 12/31/2021*



**Fire and Police Pension Association  
 Direct Expense Allocation Summary  
 Aspen FPD Volunteers 711-5  
 For the Twelve Months Ending December 31, 2021**

Type of Expense	2021 Budget	Year-to-Date Expenses	Payment of 2021 Expenses
Actuarial Expenses	\$1,316.52	\$1,316.52	
Audit Expenses	\$146.43	\$157.59	
Other Asset Allocation Study Expenses			
<b>Total Direct Allocated Expenses &amp; Payments</b>	<b>\$1,462.95</b>	<b>\$1,474.11</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.*

**MEMORANDUM**

**To:** Affiliated FPPA Volunteer Pension Plan Employers  
**From:** Peggy Job, Senior Accountant  
**Re:** Year Ended December 31, 2021  
 Allocation Report, Annual Contributions Received & Direct Expense Allocation Summary  
**Date:** February 23, 2022

**Allocation Report**

**Investment Performance**

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

As of 12/31/2021	Quarter	Year to Date	1 Year	3 Years	5 Years
Total Pool Net of Investment Expense*	3.45%	15.17%	15.17%	14.50%	11.55%

\*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
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 Comprehensive Annual 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 April 15, 2022. If FPPA does not receive a response by April 15, 2022, you are confirming that these report items are correct.

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

FPPA provides a schedule of your 2021 contributions received by FPPA year to date. This schedule compares contributions received in the current year to the actuarial required contributions for 2021. **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.** All required contributions were due to FPPA before December 31, 2021 to be included in this report.

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

#### **Direct Expense Allocation**

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

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

The Colorado Revised Statutes allow FPPA to allocate expenses that are directly related to the administration of the local affiliated plans from those plan's assets. For additional information, please see C.R.S. 31-31-701(7)(a)(VI) for old hire plans and C.R.S. 31-31-705(2)(f) for volunteer fire plans.

#### **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

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

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# Aspen Fire Protection District Monthly Staff Report - FEBRUARY 2022

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## OPERATIONAL RESPONSE REPORT:

TOTAL CALLS FOR FEBRUARY	152
<b>Fire</b> (i.e. structure, cooking fire, dumpster, wildland)	1
<b>Overpressure Rupture, Explosion, Overheat</b> (No Fire) (i.e. rupture from steam, overpressure rupture from air or gas, chemical reaction, explosion, excessive heat/scorch burns)	1
<b>Rescue &amp; Emergency Medical</b> (i.e. medical assist, vehicle accidents, removal from elevator, extrications, water/ice rescue)	23
<b>Hazardous Condition</b> (i.e. gas leak, chemical spill, electrical/wiring problem, carbon monoxide, aircraft standby, vehicle accident clean up)	13
<b>Service Call</b> (i.e. smoke/odor removal, assist other agency, person in distress, water problem, animal problem)	6
<b>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)	34
<b>False Alarm, False Call</b> (i.e. alarms due to malfunction, unintentional alarms, pull station alarm activated maliciously or by accident)	67
<b>Severe Weather &amp; Natural Disaster</b> (i.e. flood, windstorm, lighting strike with no fire, earthquake)	1
<b>Special Incident Type</b> (calls mistakenly paged out, informational pages, alarm tests)	6

## Fire Marshal Report – Jan Legersky will present at meeting.

# Plan Reviews	# Inspections	# Site Visits	Fire Investigations
24	17	15	1

- Shifting back to in person inspections



# Aspen Fire Protection District Monthly Staff Report - FEBRUARY 2022

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- Code Amendments update: Sprinkler requirements, Antifreeze issue (NFPA Oct sunset requirement)

## Training Report (Report #1625)

Type of Class	# Classes	Total Class Hours	Total # Members Attended	Total Combined Member Hours
In House - Aerial Ops				
In House - DO Pumping				
In House - EMS	3	6:00	20	40:00
In House - Fire Officer / Command				
In House - Firefighter	2	6:00	20	60:00
In House - Monthly Training	2	3:00	19	36:00
In House - Tech Rescue	2	6:30	15	50:00
In House - Wildland FF				
Miscellaneous				
Outside Training	2	28:30	3	41:00
<b>TOTAL</b>	<b>11</b>	<b>50:00</b>	<b>77</b>	<b>227:00</b>

The February fire training was the required annual SCBA recertification training with all personnel going through an SCBA confidence course that includes some self-rescue aspects. The medical training was on Neurological Injuries

The March fire training will be live fire attack on Car Fires. We will be working with the Pitkin County Airport crews to have multiple live fire evolutions at their training area at the airport. The medical training will be on OB/GYN issues and Emergency Childbirth.

The Recruit Class of 2021 (8 in total) have completed all of their training and were sworn in as full firefighters at the March 2 Family Night. They are all now eligible to work 24 hour shifts in the stations as duty crew members.





# Aspen Fire Protection District Monthly Staff Report - FEBRUARY 2022



## Wildfire Report

	# Scheduled Year-To-Date	# Completed Year-To-Date
Wildfire Risk Assessments	0	0
Wildfire Risk Map Curbside Assessments	N/A	0

## Fleet & Facilities:

- Ken Josselyn, Arnold Nimmo and Charlie Curtis traveled to Wisconsin to do final inspection on apparatus. They will soon be heading to Denver to be outfitted.





# Aspen Fire Protection District Monthly Staff Report - FEBRUARY 2022

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## **Hiring & Recruiting:**

The Recruit Class of 2021 (8 in total) have completed all of their training and were sworn in as full firefighters at the March 2 Family Night. They are all now eligible to work 24 hour shifts in the stations as duty crew members.

The Recruit Class of 2022 are well into their training through CMC. They will be completing the didactic section of training at the end of March and then will spend two months working on skills evolutions. They have already started on live fire training evolutions and are having a great time.

The new career firefighters have completed their 3-day onboarding training and started with their crews this week. During their onboarding there was a strong emphasis on getting them up to speed on driving and operating apparatus.





## ACCREDITATION OVERVIEW

### WHAT IS ACCREDITATION?

CFAI accreditation is a process of agency self-assessment.

The Commission on Fire Accreditation International (CFAI) will provide your agency the accreditation model, various accreditation publications and trainings, and access to experienced peer assessors. Your agency, however, will have to do the work. We promise it's worth it.

Working towards, achieving, and maintaining accreditation:

- Provides greater community alignment.
- Encourages quality improvement.
- Facilitates input from and builds positive relationships with labor.
- Identifies areas of strengths and weaknesses.
- Allows for the establishment of a plan for improvement.
- Provides data supported decision-making.

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### FREQUENTLY ASKED QUESTIONS

[Accreditation FAQs](#)

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[CPSE University FAQs](#)

- Communicates management and leadership philosophies.
- Ensures your agency has a defined mission and related objectives.
- Encourages the development of organizational procedural documents.

Ready to get started? [Learn how to get accredited](#). Need more information? Read on...

## THE ACCREDITATION MODEL

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Accredited agencies are often described as being community-focused, data-driven, outcome-focused, strategic-minded, well organized, properly equipped, and properly staffed and trained.

Part of the reason for this is the holistic scope of the CFAI model. It includes 11 categories that cover the span of fire and emergency service operations:

1. Governance and Administration
2. Assessment and Planning
3. Goals and Objectives
4. Financial Resources
5. Community Risk Reduction Programs
6. Physical Resources
7. Human Resources
8. Training and Competency
9. Essential Resources
10. External Systems Relationship
11. Health and Safety

Category 5 (CRR Programs) covers the whole gamut:

- Prevention

[Technical Advisor Program FAQs](#)

CPSE BLOG POSTS

[Commission on Professional Credentialing Technical Competencies Update Project](#)

[CPSE Year in Review with President Jeff Pomeranz](#)

[CPSE Learning Opportunities](#)

PROJECTS

[Technical Writing Certificate Program](#)

[21st Century White Paper](#)

[Fire Analyst](#)

[CFAI 10th Edition](#)

- Public Education
- Fire Investigation, Origin, and Cause
- Domestic Preparedness
- Fire Suppression
- EMS
  
- Technical Rescue
- Hazmat
- Aviation Rescue and Firefighting
- Marine and Shipboard Rescue and Firefighting
- Wildland Firefighting

## **SELF-ASSESSMENT – WHERE IT ALL BEGINS**

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Like many fire and emergency services agencies you may find yourself living in a world between public service and private demand. Your agency's goals likely include reducing property and life loss and promoting employee safety; however, you often find yourself making choices. Before making choices, wouldn't you want to know your current status.... that's where self-assessment is invaluable.

Self-assessment is an excellent way of coping with the rise of performance-based budgeting. This type of budgeting requires measuring, benchmarking, and analysis, all of which are in the CFAI model. Government accountability has also been an emerging trend for the last few decades. Self-assessment provides a reliable response to increased oversight by managers and elected officials and potential criticism from the community.

## **ACCREDITATION – IS IT WORTH IT?**

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Agency accreditation is a voluntary process. Some agencies seek a dollar-for-dollar return on investment before pursuing accreditation, the true investment is agency staff time and learning what you do not know about your organization.

Accreditation is an international recognition of achievement. It shows to your community that your agency continually self-assesses, looks for opportunities for improvement, and is transparent and accountable through third party verification and validation.

Document review and onsite assessment by CFAI peer assessors is very thorough. Accreditation reports often include peer recommendations for improvement beyond those your agency may have identified.

Accreditation will benefit your agency internally by fostering pride amongst your members, community leaders, and citizens, and will also benefit you externally through the support of and networking with other accredited agencies.

*[Learn more](#) about how to get accredited or [Contact Us](#) to chat about accrediting your agency*

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# ASPEN FIRE DEPARTMENT

## REQUEST FOR PROPOSALS:

Community Risk Assessment/Standards of Cover

Aspen Fire Protection District

Date of Release: March 15, 2022

**RESPONSE DATE: XXXXXXXX, 2022 by 5 pm MST**

**INTRODUCTION:** This Request for Proposals (RFP), issued by the Aspen Fire Protection District (AFPD), seeks proposals to develop a Community Risk Assessment/Standards of Cover.

The Aspen Fire Protection District (AFPD) is a special district in the state of Colorado. We strive to be one of the most progressive fire and emergency service agencies in Colorado and aim to be the employer of choice in our geographic area. Our mission is to *“Protect our community and environment by providing education, prevention, and response through professional excellence!”*

*Prevent \* Provide \* Protect*

The Aspen Fire Protection District encompasses 87 square miles in Pitkin County, including the City of Aspen and the Pitkin County Airport, the third busiest airport in Colorado. The District is governed by five citizen-elected board members. Our district contains 4 world class ski areas, multiple outdoor recreational opportunities, and we host some of the most prominent people and businesses in the world.

We provide community services, including fire prevention, fire education, code enforcement, personnel training, continuing education, incident management and emergency response. We operate 5 Engines, 1 Ladder Truck, 3 Brush Trucks, 2 Rescue Trucks, 1 Water Tender, 1 Wildfire Rescue out of 5 stations.

In June of 2021, we unveiled our Community Centered Strategic Plan (see attachment). This plan provides the road map for AFPD’s continuous improvement over the next 5 years and beyond. AP Triton, community stakeholders, and AFPD personnel guided the development of the plan with a major focus on gaining stakeholder feedback and identifying our strengths, weaknesses, opportunities, and threats. Two major identified goals within this Strategic Plan would see completion through the creation of a Community Risk Assessment and Standards of Cover (See attached plan and Highlighted CRA/SOC Goal).

**APPLICATION DEADLINE:** Interested parties must prepare and submit all required documents no later than 5:00 p.m. (EST) on XXXXXXXXXXXX. Respondents should email a cover sheet and attachment(s) addressing the response requirements before the deadline to [nikki.lapin@aspenfire.com](mailto:nikki.lapin@aspenfire.com).

Late proposals will not be reviewed.

Questions about proposal submission should be sent at least three business days in advance of deadline to [nikki.lapin@aspenfire.com](mailto:nikki.lapin@aspenfire.com).

## BACKGROUND

AFPD is governed by a five-member board of directors that is elected via general election bi-annually. The board elects a president, vice president, secretary, and treasurer. They hire and manage a Chief Executive Officer/Fire Chief to manage the organization.

AFPD accomplishes its mission with a staff of three Career Battalion Chiefs, 3, Career Lieutenants, 9 Career Firefighters, over 40 committed volunteers and volunteer officers, and additional operations and administrative support staff. We have been a volunteer department since 1881 who hired our first career firefighters last year in July of 2020. To further our mission to prevent, provide and protect our community members we are constantly forward leaning in determining new strategies to improve service delivery and increase community and responder safety.

### **EXPECTED TIMELINES**

The selected organization is required to operate within our desired timelines. They are:

1. Deadline for Submissions: XXXXX
2. Internal Team Review and Selection of Final Candidates: XXXXXXX
3. Final Candidate Interviews: XXXXXXX
4. Organization selection: XXXXXXXX
5. Kick off meeting: XXXXXXXX
6. Complete and compile all community input: XXXXXXXX
7. Develop CRA/SOC: XXXXXXXX
8. Receive final CRA/SOC and implementation protocol: XXXXXXXXXXXX

### **EXPECTED DELIVERABLES**

The selected organization is required to complete the following steps, at a minimum, in development of the corporate CRA/SOC.

- A survey instrument to gather input from the AFPD community
- Three to five web listening sessions with select groups from within the AFPD community
- A one and half day Risk Assessment and Standards of Cover development meeting with some AFPD Board members, executive staff, career and volunteer leaders
- Facilitate and provoke discussion among the attendees at the development meeting to determine risks and coverage objectives
- Formulate success measures to ensure goals and objectives are achieved
- A protocol for implementation, tracking, and annual review of the Community Risk Assessment/Standards of Cover plan and the recommendations contained within
- A professional print-ready plan in workable format and PDF format that is informed by AFPD community input and driven by AFPD leadership

## **RESPONSE REQUIREMENTS**

The RFP will, at a minimum, identify the following:

1. Introduction of your organization
2. Identify your abilities and plan of action for the deliverables noted in the RFP
3. Identify your abilities to meet the timelines noted in the RFP
4. Identify key team members that will be assigned to this project and their knowledge, skills, and abilities
5. A detailed project proposal including milestones and costs
6. Minimum of three examples of prior projects that are similar in scope and size to our project as well as references for these prior projects that we may contact. Ideally, these samples mirror other high mountain resort communities.
7. Signed Colorado Non-Disclosure Agreement

## **SELECTION CRITERIA**

As the successful candidate you will demonstrate:

- Significant experience in Community Risk Assessment/Standard of Cover planning and production
- An understanding of Colorado special districts and their management
- Experience with public safety and/or local government
- Experience synthesizing stakeholder input for action
- Experience facilitating group discussions
- A proven track record of project management by meeting committed deadlines and costs

For any questions about the RFP, please contact AFD District Admin/HR Nikki Lapin  
nikki.lapin@aspenfire.com.

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

THIS CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT (the "Agreement") made this day of XXXXXXXXXXXXXXXX, (the "Effective Date") by and between Aspen Fire Protection District, and XX, (collectively, the "Parties" and each individually a "Party").

The Parties are exploring the possibility of engaging in one or more mutually beneficial business relationships (collectively, the "Business Relationship"). The Parties recognize that in the course of their discussions to further the Business Relationship, it will be necessary for each Party to disclose to the other certain Confidential Information (as defined below). Each Party desires to set forth the terms that apply to such Confidential Information.

NOW, THEREFORE, for and in consideration of the foregoing, of the promises and covenants set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do hereby agree as follows:

1. The Parties shall (i) use reasonable efforts to maintain the confidentiality of the information and materials, whether oral, written or in any form whatsoever, of the other that may be reasonably understood, from legends, the nature of such information itself and/or the circumstances of such information's disclosure, to be confidential and/or proprietary thereto or to third parties to which either of them owes a duty of nondisclosure (collectively, "Confidential Information"); (ii) take reasonable action in connection therewith, including without limitation at least the action that each takes to protect the confidentiality of its comparable proprietary assets; (iii) to the extent within their respective possession and/or control, upon termination of this Agreement for any reason, immediately return to the provider



thereof all Confidential Information not licensed or authorized to be used or enjoyed after termination or expiration hereof, and (iv) with respect to any person to which disclosure is contemplated, require such person to execute an agreement providing for the treatment of Confidential Information set forth in clauses (i) through (iii). The foregoing shall not require separate written agreements with employees and agents already subject to written agreements substantially conforming to the requirements of this Section nor with legal counsel, certified public accountants, or other professional advisers under a professional obligation to maintain the confidences of clients.

2. Notwithstanding the foregoing, the obligation of a person to protect the confidentiality of any information or materials shall terminate as to any information or materials which: (i) are, or become, public knowledge through no act or failure to act of such person; (ii) are publicly disclosed by the proprietor thereof; (iii) are lawfully obtained without obligations of confidentiality by such person from a third party after reasonable inquiry regarding the authority of such third party to possess and divulge the same; (iv) are independently developed by such person from sources or through persons that such person can demonstrate had no access to Confidential Information; or (v) are lawfully known by such person at the time of disclosure other than by reason of discussions with or disclosures by the Parties.

3. All Confidential Information delivered pursuant to this Agreement shall be and remain the property of the disclosing Party, and any documents containing or reflecting the Confidential Information, and all copies thereof, shall be promptly returned to the disclosing Party upon written request, or destroyed at the disclosing Party's option. Nothing herein shall be construed as granting or conferring any rights by license or otherwise, express or implied, regarding any idea made, conceived or acquired prior to or after the Effective Date, nor as granting any right with respect to the use or marketing of any product or service. The Parties shall use the Confidential Information only for the Business Relationship.

2

The obligations of the Parties under this Agreement shall continue and survive the completion or abandonment of the Business Relationship and shall remain binding for a period of two (2) years from the Effective Date.

4. As a violation by either Party of this Agreement could cause irreparable injury to the other Party and as there is no adequate remedy at law for such violation, the non-breaching Party may, in addition to any other remedies available to it at law or in equity, enjoin the breaching Party in a court of equity for violating or threatening to violate this Agreement. In the event either Party is required to

enforce this Agreement through legal action, then it will be entitled to recover from the other Party all costs incurred thereby, including without limitation, reasonable attorney's fees.

5. Neither Party makes any representation or warranty with respect to any Confidential Information disclosed by it, nor shall either Party or any of their respective representatives have any liability hereunder with respect to the accuracy or completeness of any Confidential Information or the use thereof.

6. Any provision of this Agreement held or determined by a court (or other legal authority) of competent jurisdiction to be illegal, invalid, or unenforceable in any jurisdiction shall be deemed separate, distinct and independent, and shall be ineffective to the extent of such holding or determination without (i) invalidating the remaining provisions of this Agreement in that jurisdiction or (ii) affecting the legality, validity or enforceability of such provision in any other jurisdiction.

7. Any notice required or permitted to be given hereunder shall be (a) in writing, (b) effective on the first business day following the date of receipt, and (c) delivered by one of the following means: (i) by personal delivery; (ii) by prepaid, overnight package delivery or courier service; or (iii) by the United States Postal Service, first class, certified mail, return receipt requested, postage prepaid. All notices given under this Agreement shall be addressed to the addresses stated at the outset of this Agreement, or to new or additional addresses as the Parties may be advised in writing.

8. This Agreement is to be governed by and construed in accordance with the laws of the state of . Neither Party shall be deemed to waive any of its rights, powers or remedies hereunder unless such waiver is in writing and signed by said Party. This Agreement is binding upon and inure to the benefit of the Parties and their successor and assigns.

9. This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter hereof, and is intended as the Parties' final expression and complete and exclusive statement of the terms thereof, superseding all prior or contemporaneous agreements, representations, promises and understandings, whether written or oral. Neither Party is to be bound by any pre-printed terms appearing in the other Party's form documents, tariffs, purchase orders, quotations, acknowledgments, invoices, or other instruments. This Agreement may be amended or modified only by an instrument in writing signed by both Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized officers on the day and year first above written.

By: \_\_\_\_\_ By: \_\_\_\_\_

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

Title: \_\_\_\_\_ Title: \_\_\_\_\_

# Customer-Centered STRATEGIC PLAN

April  
**2021**



## Aspen Fire Department

<b>Goal: 6A</b>	<b>Define Organizational Capabilities</b>	
<b>Objectives</b>	<i>1. Define Statutory Requirements</i>	
	Responsible: Jake Andersen	Timeline: 18 months
	<i>2. Identify Community Needs/Expectations</i>	
	Responsible: Nic Milton	Timeline: 2 years
	<i>3. Identify Organizational Needs/Expectations</i>	
	Responsible: Rick Balentine	Timeline: 2 Years
<b>Outcome: Completion of Programs Within 3 Years</b>		
<b>Goal: 6B</b>	<b>Develop Fireground Incident Command System</b>	
<b>Objectives</b>	<i>1. Identify Available Fireground Incident Command System Models</i>	
	Responsible: Jake Andersen	Timeline: 1 year
	<i>2. Develop Training Program for the use of System</i>	
	Responsible: Jake Andersen	Timeline: 2 Years
	<i>3. Identify Future Organizational Needs/Expectations</i>	
	Responsible: Rick Balentine	Timeline: 4 Years
<b>Outcome: Completion of Program and Implementation for objectives 1 and 2 within 2.5 years. Completion of objective three within five years.</b>		

<b>Goal: 6C</b>	<b>Develop Communications Plan</b>	
<b>Objectives</b>	<i>1. Develop Internal Communications Plan</i>	
	Responsible: Jake Andersen	Timeline: 6 months
	<i>2. Develop External Communications Plan</i>	
	Responsible: Jake Andersen	Timeline: 1 year
<i>3. Establish Media Relations Protocol</i>		

	Responsible: Jake Andersen	Timeline: 1 year
	<b>Outcome: Completion and implementation of Program Within 18 Months</b>	
<b>Goal: 6D</b>	<b>Develop Standards of Cover</b>	
<b>Objectives</b>	<i>1. Perform Community Risk Assessment</i>	
	Responsible: Rick Balentine	Timeline: 4 Years
	<i>2. Conduct a Standards-of-Cover Assessment</i>	
	Responsible: Rick Balentine	Timeline: 2 Years
	<b>Outcome: Completion of Program within five years</b>	
<b>Goal: 6E</b>	<b>Review/Update SOGs, SOP's</b>	
<b>Objectives</b>	<i>1. Review/Revise Current SOPs/SOGs</i>	
	Responsible: Jake Andersen	Timeline: 2 Years
	<i>2. Develop Training Policies, Procedures, and Guidelines</i>	
	Responsible: Dan Palmer	Timeline: 3 Years
	<i>3. Create Training Manual</i>	
	Responsible: Dan Palmer	Timeline: 5 Years
<b>Outcome: Completion of Program Within five years</b>		
<b>Goal: 6F</b>	<b>Develop Transitional Plan for Combination Department</b>	
<b>Objectives</b>	<i>1. List Advantages of Current Volunteer Organizational Structure</i>	
	Responsible: Craig Melville	Timeline: 18 Months
	<i>2. List Advantages of Current Career Organizational Structure</i>	
	Responsible: Craig Melville	Timeline: 18 Months
	<i>3. Define Advantages of Combination Organization Model</i>	
	Responsible: Craig Melville	Timeline: 2.5 years
	<i>4. Perform Cost-Benefit Analysis</i>	



Evaluate/Enhance Mental Health Program	Braulio Jerez			X	
Develop Apparatus/Support Vehicle Replacement Criteria	Ken Josselyn			X	
Review/Revise Apparatus Truck Check Program	Ken Josselyn		X		
Develop Maintenance Reporting Program	Ken Josselyn		X		
Identify Long-Term Maintenance Needs	Ken Josselyn				X
Develop Facility Master Plan	Rick Balentine			X	
Identify Property Manager Needs for Internal Housing Project	Rick Balentine		X		

Objectives	Assigned Responsibility	Critical 90 Days	Short ≤ 1 year	Mid 1 to 3 years	Long 3 to 5 years
Develop a Small Equipment Inventory Schedule	Sandy Schiff			X	
Develop a Small Equipment Maintenance Plan	Eric Jackson			X	
Develop an IT Inventory Schedule	Jeff Edelson		X		
Evaluate Staffing Needs for IT Services	Jeff Edelson			X	
Evaluate Internal/External Communications Equipment Needs	Jeff Edelson			X	
Conduct Salary Survey for All Positions	Nikki Lapin		X		
Develop Recruitment/Retention Analysis	Jake Andersen			X	
Consider Options for Implementing Fire Explorer Post Program	Rick Balentine		X		
Define Support Roles, Responsibilities, and Workflows (Administrative)	Jake Andersen			X	
Conduct Needs Assessment for Administration, Prevention, and Support Services	Jake Andersen			X	

→ Identify Future Organizational Needs/Expectations (ICS)	Rick Balentine				X
Develop Internal Communications Plan	Jake Andersen		X		
Develop External Communications Plan	Jake Andersen		X		
Establish Media Relations Protocol	Jake Andersen		X		
→ Perform Community Risk Assessment	Rick Balentine				X
→ Conduct a Standards-of-Cover Assessment	Rick Balentine				X
Review/Revise Current SOPs/SOGs	Jake Andersen			X	
Develop Training Policies, Procedures, and Guidelines	Dan Palmer				X
List Advantages of Current Volunteer Organizational Structure	Craig Melville			X	
List Advantages of Current Career Organizational Structure	Craig Melville			X	
Define Advantages of Combination Organization Model	Craig Melville			X	
Perform Cost-Benefit Analysis	Craig Melville				X
List Advantages of Current Volunteer Organizational Structure	Craig Melville			X	

# Housing Survey - Fire Place 1st round occupancy



SUMMARY → DESIGN SURVEY → PREVIEW & SCORE → COLLECT RESPONSES → **ANALYZE RESULTS** → PRESENT RESULTS



RESPONDENTS: 17 of 17

ADD TO DASHBOARD ▾ SAVE AS ▾

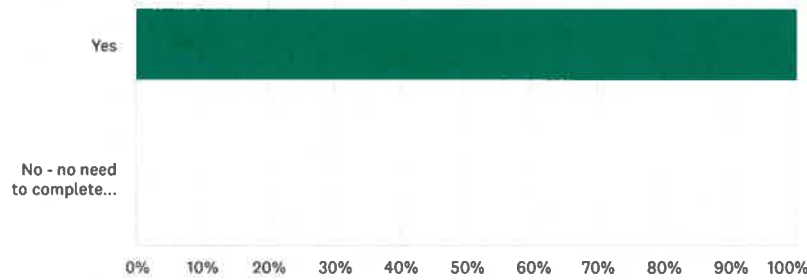
**QUESTION SUMMARIES** INSIGHTS AND DATA TRENDS INDIVIDUAL RESPONSES

Page 1: Immediate Housing Needs Survey

Q1 Customize Save as ▾

Do you have a need for housing and wish to move into Fire Place immediately upon availability or shortly thereafter, within 1 - 2 months of completion?

Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No - no need to complete this survey	0.00%	0
<b>TOTAL</b>		<b>17</b>

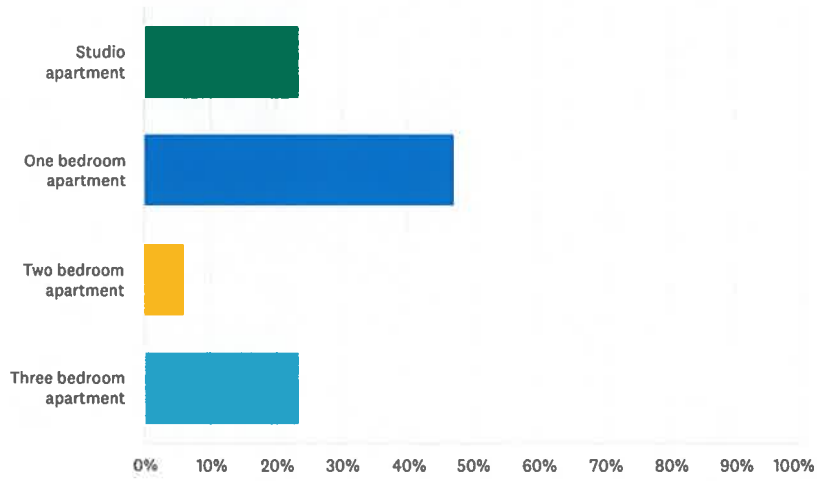
Q2 Customize Save as ▾

Which size unit is your first choice?

Answered: 17 Skipped: 0








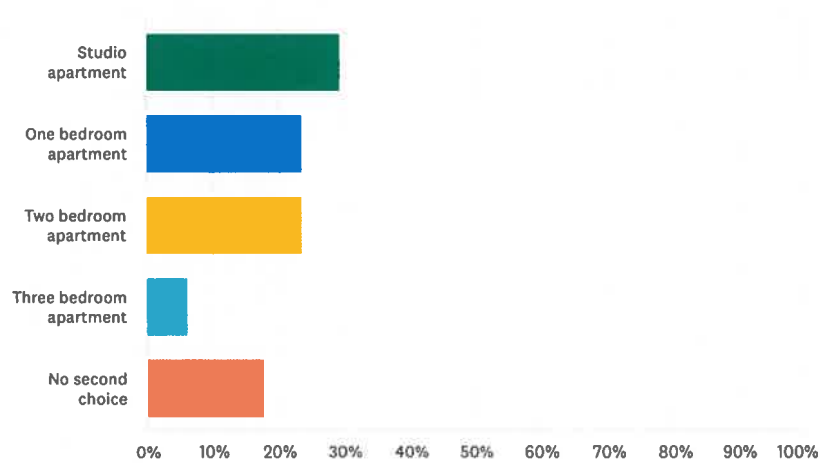
ANSWER CHOICES	RESPONSES
Studio apartment	23.53% 4
One bedroom apartment	47.06% 8
Two bedroom apartment	5.88% 1
Three bedroom apartment	23.53% 4
<b>TOTAL</b>	<b>17</b>

Q3


Customize
Save as

### Which size unit is your second choice?

Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES
Studio apartment	29.41% 5
One bedroom apartment	23.53% 4
Two bedroom apartment	23.53% 4
Three bedroom apartment	5.88% 1

TOTAL 17

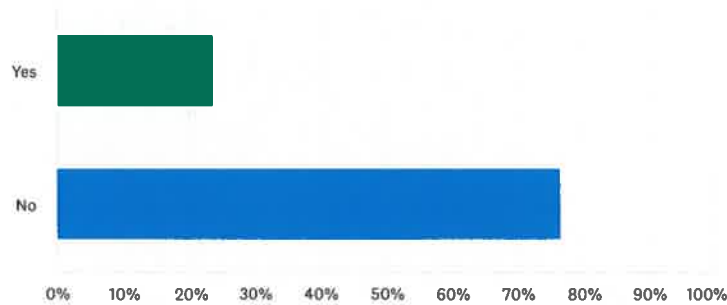
ANSWER CHOICES	RESPONSES	
▼ No second choice	17.65%	3
<b>TOTAL</b>		<b>17</b>

Q4

[Customize](#) [Save as ▼](#)

If you are unable to get into a studio or a one bedroom apartment would you be willing to share a two or three bedroom apartment with another firefighter(s)?

Answered: 17 Skipped: 0



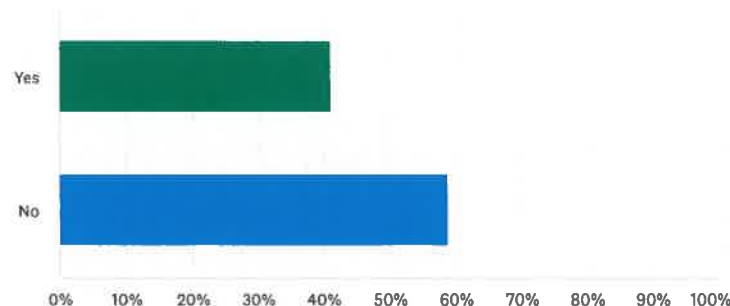
ANSWER CHOICES	RESPONSES	
▼ Yes	23.53%	4
▼ No	76.47%	13
<b>TOTAL</b>		<b>17</b>

Q5

[Customize](#) [Save as ▼](#)

The District is potentially developing a plan to create 3 smaller (350 sq. ft.) prefabricated "sea container" studio/one bedroom units at St 64. If you are unable to get a studio or one bedroom apartment at Fire Place would you be interested in this as an option?

Answered: 17 Skipped: 0



**ANSWER CHOICES**

**RESPONSES**

▼ Yes

41.18%

7

▼ No

58.82%

10

**TOTAL**

**17**