

**Minutes East Grand Fire Protection District
Board of Directors Meeting
October 22nd, 2025**

Board Directors Present: President Garth Hein, Vice President Donald Maurais (remote), Treasurer Rachel Hoyhtya, Secretary Richard Kramer and Director Ryan Barwick (remote).

Staff Present: Chief Todd Holzwarth (remote), Training Coordinator Steve Waldorf, Assistant Fire Marshal Jordan Ennis, Volunteer Coordinator Jed Henry, Office Manager Kristen Rybij, Fire Prevention Technician Engineer Christopher Cheevers and Fire Prevention Administrative Assistant Andrea Jovanovski.

Volunteer Liaison Committee Present: Chairman Lt. Banning Starr.

President Garth Hein opened the Board of Directors meeting at 18:04. There was a quorum of Directors present. Additions to the agenda included the discussion of Board Member titles and the check signing policy within Board Business. There was no public present.

The Board reviewed the September 24th, 2025 minutes.

- ❖ Director Richard Kramer moved to approve the minutes. Director Rachel Hoyhtya seconded the motion. The motion passed unanimously.

Discussion of Financials:

Office Manager Kristen Rybij gave the financial report. She noted that she had sent the first draft of the 2026 budget out to the Board by the statutory deadline on October 15th. She explained that estimated 2025 October through December income and expenses were a rough estimate and will be revised and changed along with the proposed 2026 budget numbers before the Budget Hearing on November 20th. She presented the rest of the financials pointing out that she added a line item to show total current, year-to-date, and annual budget income and expenses as requested.

- ❖ Director Rachel Hoyhtya moved to pay the bills. Director Richard Kramer seconded the motion. The motion passed unanimously.

Chief's Report:

Chief Todd Holzwarth gave the report. A discussion on CDOT's impact fees concluded that they did not owe any impact fees because their footprint was slightly smaller than the original structures, and although this sparked some discussion with the Town of Winter Park and the County about whose property it was, it ultimately did not matter since CDOT followed its own rules. Regarding TIF discussions, Scott Ledin from the Town of Winter Park was reached regarding their upcoming meeting date, but there wasn't much new information since the last presentation. The delay may be related to the four candidates who are in final review for Town Manager. Good progress continues on the strategic plan, with drafts completed and only a few edits still needed, specifically in the personnel chart. The final draft was requested by October 31st so the Board could review it a few days before the workshop on November 6th.

Fire Prevention Bureau Report:

Assistant Fire Marshal Jordan Ennis gave the report. October is Fire Prevention Month, and the team hosted a booth at the Business Expo to promote Community Connect to business owners and share information that helps responders improve call response. In addition to Business Expo, they will be attending the upcoming Health Fair at the Rec Center to share the same information about Community Connect, but with residents. Plan submittals, permits, and forms were reorganized to create a more streamlined process, and that system is moving forward well. Short-term rental inspections have been moving quickly, with slightly under 50 pending reviews and over 1,000 completed so far, all staying within the 10-day turnaround. Dennis Soles has been busy with sprinkler rough and final inspections, and the team has been working through alarm roughs and finals as well as hydrant flow testing. Overall, everyone has been taking on numerous projects and staying busy within Fire Prevention.

Volunteer Liaison Committee:

Chairman Lt. Banning Starr gave the report. The only update from the Volunteer Liaison Committee was to share that they will be hosting a Fill the Truck food drive at Safeway for the Mountain Family Center, running from 1 p.m. to 5 p.m. The goal is to fill the entire truck, and they will receive an official weight from Mountain Family Center afterwards. Everyone is very excited to participate, as it was a great event last year.

Training Coordinator Report:

Training Coordinator Steve Waldorf gave the report and recognized Volunteer Coordinator Jed Henry, along with all residents and members, for their recent commitments. The new volunteers have been performing very well. The team recently completed a day of bus extrication training across three stations with different scenarios, which was highly informative and a major event for a few fire departments. The team is now prepping for winter and planning for winter operations, including traffic accident season. There was discussion about old and new trucks, including whether to move older trucks into reserve status, whether impact fees could be used for additions to both old trucks and for new trucks, and the likelihood that another tender will be needed soon. There was also discussion about upgrading older trucks to extend their longevity while still planning to order new trucks and tenders, noting that long lead times can stretch into years. Aerial inspections passed with flying colors, though the tower showed a Category 1 leak on the hydraulic tank, requiring all hydraulic fluid to be drained. The tower also needs a transmission service and has had electrical issues, so the plan is to complete the inspection and then send it to Front Range Fire for full service. All ground ladders were tested and everything passed.

Board Business:

The first item was the approval of the Pension Board's recommendation to move to Plan A, which provides a \$625 monthly benefit.

- ❖ Director Garth Hein moved to approve the Pension Board recommendation to move to Plan A / \$625 monthly benefit. Director Ryan Barwick seconded the motion. The motion passed unanimously.

The Board reviewed the impact fee rebate application and provided good feedback, recommending the addition of a section for special circumstances to clarify eligibility for a rebate; overall, the application looked good. Regarding Board member titles, Director Rachel Hoyhtya was offered a new job that prevents her from continuing in the role of Treasurer or signing checks for the department. She will remain on the Board but cannot hold the titles of Treasurer or President. As a result, the decision was made for Rachel Hoyhtya to move into a Director role and for Director Ryan Barwick to move into the Treasurer position, effectively switching titles.

- ❖ Director Richard Kramer moved to adjourn the meeting. Director Rachel Hoyhtya seconded the motion. The motion passed unanimously.

The meeting was adjourned at 19:23.

Garth Hein

Donald Maurais

Rachel Hoyhtya

Rick Kramer

Ryan Barwick