

**Minutes East Grand Fire Protection District
Board of Directors Meeting
June 25th, 2025**

Board Directors Present: Treasurer Rachel Hoyhtya, Secretary Richard Kramer, Director Ryan Barwick.

Staff Present: Fire Marshal Dennis Soles, Office Manager Kristen Rybij, Asst. Fire Marshal Ryan Mowrey, Training Coordinator Steve Waldorf, Fire Inspector Lt. Ricardo Loza, Prevention Technician Eng. Christopher Cheevers.

Volunteer Liaison Committee Present: Chairman Lt. Banning Starr, Lt. Brendan McGrath, FF & Eng. Mark Spiewak, FF Jon Pearce, and FF Bayard McCue-Frazier.

Public Present: David Kunkle.

Director Rachel Hoyhtya opened the Board of Directors meeting at 17:58 p.m. There was a quorum of Directors present. Ryan Mowrey requested discussion and approval / conditional approval of two new job descriptions to Board business.

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

There were no public comments.

The Board reviewed the May 28th, 2025 minutes.

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

Discussion of Financials: Kristen noted that we are starting to rebuild our reserves with the recent increase in Impact Fees. We have received our first rental and utility share payment from GCEMS for its operational use of the Lonetree Station. Rent is set at \$3,000 a month with a 50% cost share of the utilities.

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

Chief's Report: Todd was not in attendance to give his report. The Board reviewed it with no questions. Highlights from his report included the repair of the Lonetree station bay door being underway, the successful repair of the Lonetree ventilation system, timeslots on the calendar to present the 2024 Annual Report to the TOWP and the County with the TOF still in the works, and enough funds in the bank to cover the first lease purchase installment for 484. The most notable news is that there has been a 25% increase in calls compared to this same time last year!

Fire Prevention Bureau Report: Plan reviews are currently ebbing. Dennis is preparing for retirement with Asst. Fire Marshal Ryan Mowrey being promoted to take his place. Dennis is working out a way to stay on as a part-time employee or Volunteer to help with the transition. Ryan noted that we have received our new e-Key Knoxbox systems with training and set up underway. Dennis gave thanks to the current and former Board and Staff, and Fire Chief for being able to serve the District for over 35 years. Ryan noted that there were currently 816 STR inspections done or in progress to date. Chris noted that although they were keeping up with inspections in the TOF and Unincorporated GC, they are falling behind with those coming in from the TOWP.

Training Coordinator Report: The members of the Volunteer Liaison Committee (VLC) all introduced themselves. The committee consists of VLC Chairman, Lt. Banning Starr with 11 years of service, Lt. Brendan McGrath with 11 years of service, Engineer Mark Spiewak with 5.5 years of service, FF Jon Pearce with 4 years of service, and FF Bayard McCue-Frazier with 2 years of service. Lt. Starr gave a brief history of the VLC and passed out information regarding the committee's "Roles and Responsibilities." The VLC was created and its members chosen entirely by the Volunteers for the Volunteers. The intention of the VLC is to be the voice of the Volunteers with a "finger on the pulse" of their needs, wants, wishes, and problems. It is to be noted that the VLC will not have any oversight over the Resident Program. Many months ago, the Department approached the Volunteers asking for their input on how to solve the problem of how to better serve the community under the quickly increasing call volume and the current coverage shortage. It was apparent that with the current and projected call volume, Volunteer requirements and staffing levels needed to change. Increasing Volunteer requirements is always challenging, so "The Great Debate" was created which dedicated a training where the Volunteers

could discuss potential solutions to our coverage dilemma. It was noted that the Volunteers also scheduled their own exclusive meeting in preparation for “The Great Debate” which turned out over 80% of our Volunteers in attendance. This marks the first time Lt. Starr has ever seen such an event. This meeting gave them the option to discuss the issues at hand without influence from the Staff. This led to the development of the VLC and a majority agreement of a significant increase in shifting requirements needed in order to fulfill the needs of the community, this alongside no increase in Volunteer incentives. The Volunteers proposed a 40% increase in shifting requirements, from 36 a semester to 52, in conjunction with a decrease in call requirements 15% to 10% a semester. We still need to ensure response to the station alongside this new shifting program. The new requirements will start the 2nd semester of 2025. To summarize, the main roles and responsibilities of the VLC are to develop and manage semester requirements, work with the Department to handle disciplinary duties (only regarding requirements), develop and manage the annual incentive program within the District’s budget, work with the Department to conduct accountability and performance annually (and per semester), absorb the roles and responsibilities of the current Grievance Committee, represent the “Voice” of all the EFGD Volunteers, and assist the Department with training development and Volunteer recruitment. Mark added that the data gathered from the survey created by Ricardo was an invaluable source of supporting documentation that showed this need for change spelled out in statistics rather than opinion. The VLC thanks the Department and paid Staff for allowing the Volunteers to play a part in the new requirements, thus creating a sense of ownership in this process directly impacting them. Steve added to the report that Ricardo has been teaching a lot of S212 Chainsaw classes and working with the resort in this capacity as well. Hose Testing and Aerial Testing are scheduled. The HWRA boat is on order.

Public Comments: Mr. Kunkle requested a copy of the newly elected Board Member’s Oath of Office from their swearing in at the May BOD meeting. This will be sent to him. He then asked how we noticed Board elections. Kristen noted that the Call for Nominations are to be published in our local newspaper and the timeframe is dictated by the Election Calendar published by the State and SDA. She explained that it normally spans from the end of January through February. He then asked what the process is for filling a vacant Board position. Kristen will send him a copy of the formal process as taken from our annual SDA Member Manual.

Board Business: The discussion of the Mill Apartments Impact Fee Rebate Request was tabled for the July meeting in the current absence of Todd. Ryan introduced the part-time STR Fire & Life Safety Inspector and Volunteer Firefighter positions. The creation of the Volunteer FF position was a formality to create a distinction between the two roles so that Volunteer FF could apply for the STR Inspector position without conflict. Ryan then introduced the Fire Prevention Administrative Assistant position which will be a full-time, purely non-operational position with benefits. He requested the Board’s approval of the STR Inspector job description as is, and for conditional approval of the FPB Administrative Assistant job description pending approval from the Fire Chief. Legal counsel said the Board has the option to approve the job description pending comments and small edits from the Fire Chief at a later time, noting that if there were major changes then it would have to come back in front of the Board. Ryan then noted that we were actively hiring his position of Asst. Fire Marshal, but this job description was approved in the past so warranted no further discussion. Lengthy discussion then ensued regarding the logistics of these new positions ending with an inquiry from Director Barwick regarding the current salary budgeted for these new positions and the future financial viability of them. Kristen noted that although she does not have an exact projection for the current cost of these new employees, it is certain to be less than the original budgeted amount for 2025 which was planned to cover up to four new full-time employees. She also noted the expense savings from the fulfillment of the Fire Marshal position at a lesser salary. In addition, we are already mid-year with only one employee hired of the four projected. Steve added that the current proposal is actually only equivalent to one new hire as the Asst. Fire Marshal is just a replacement position and the part-time STR Inspectors will be paid for entirely from the STR Fees. Once the new hires are in place and the 2025 Market Study is completed, Kristen will have a much more accurate cost projection for the 2026 budget. Conversation then turned to the Rendezvous Planning Area 14E. The rendering provided is just a sketch. It is anticipated that the next proposal will be an engineered set of plans addressing the specific concerns brought up by Todd and Dennis at the last meeting with them.

- ❖ Director Rachel Hoyhtya moved to approve the STR Fire & Life Safety Inspector position as written. Director Richard Kramer seconded. The motion passed unanimously.
- ❖ Director Ryan Barwick moved to conditionally approve the Fire Prevention Administrative job position only pending the Fire Chief’s sign off of the unedited, current version. Director Richard Kramer seconded. The motion passed unanimously.

Kristen provided the completed 2024 Audited Financial Statements. Although the Mill Apts. Impact Fee discussion was tabled, Steve noted that in a recent meeting with the mountain area

Fire Chief's it was shared that most mountain corridor Departments revised their Impact Fees once legislation passed in August of 2024 which gave CO's Fire Districts autonomy over the collection of their own Impact Fees. He explained that it was consensus that most of the Departments were dealing with the same push back over increased Impact Fees and fielding many requests for Impact Fee waivers from various entities. What we are facing is not unique. Although, we all legally have to undergo a third-party, statistical study that dictates the Impact Fees that should be charged to balance community growth and call volume with our building and equipment needs, we also need include as part of the discussion what the actual impact of developments are on our District. How many times are we being called to them for response?

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

The meeting was adjourned at 19:34 p.m.

Garth Hein

Donald Maurais

Rachel Hoyhtya

Rick Kramer

Ryan Barwick