

**Hygiene Fire Protection District**  
**PO Box 83, Hygiene, CO 80533**  
**Board of Directors Special Meeting Agenda**  
**Sunday, January 31, 2016**  
**1:00 pm**

**Board Members in Attendance:** Director Steve Brinkman (via phone), Director Scott Snyder, Director Molly Baldrige, Director Judy Koslov, Director Dave Beeman  
**Department Personnel:** Chief Chad Bollacker, Assistant Chief Cody Trevithick, Captain Chris Citrola, Maggie Personeus

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- I. CALL MEETING TO ORDER - Meeting called to order at 1:17pm.
- II. MOTION TO APPOINT DEO - Director Koslov moved to appoint Maggie Personeus as DEO. Director Beeman seconded, and it passed unanimously at 1:19pm.
- III. AUDIT - We are not required to be audited but we have budgeted approximately \$5,000 to have one completed.
  - a. Director Baldrige moves that we conduct an audit in 2016 for the 2015 year, Director Brinkman, seconded, and the motion passed unanimously at 1:26pm.
  - b. An audit is important for the Board's internal checks and balances, potentially for loan purposes, and to show the community that our affairs are in order.
- IV. MILL LEVY INCREASE –
  - a. Review Chief Bollacker's notes - Information about property values, current mill levy income, apparatus replacement schedules and costs, building maintenance and repair, and personnel needs and costs.
    - i. Volunteer service has changed. Volunteers need more incentives because of the higher training requirements and less flexibility from employers.
    - ii. A 5 mill levy increase staggered over three years would be the most that he would recommend, even though it will not completely solve all financial concerns.
  - b. Discussion of Election timing – The district is in need of additional income to address the concerns that Chief Bollacker presented. The consensus is that this need should be addressed sooner than later.
    - i. A May election would mean that we couldn't coordinate the election with Boulder County. Pros: our ballot item wouldn't get lost in the shuffle of other tax increase requests in November. Cons: piggy-backing on Boulder County would be less expensive.
    - ii. Director Beeman expressed the need for clear ballot content and education for the voters. The need for additional income should be expressed as clearly as possible.
  - c. Alternative to Mill Levy Increase –

- i. Director Koslov started discussion of consolidation with another fire district, referring to one of the possibilities ESCI recommended that the District consider.
  - 1. If we consolidate, the fire station could be renamed.
  - 2. The mill levy could go up because of consolidation depending on the district that we merge with.
  - 3. Director Snyder brought up the option for collaboration instead of consolidation with another department for financial assistance.
- ii. Director Snyder began discussion of a Bond issue election
  - 1. It would have an expiration date.
  - 2. This requires more analysis and would be difficult to prepare for a May 2016 election.
- d. Discussion of Director Brinkman's documents/tables.
  - i. There are still parcels that may be excluded. Those parcels generate approximately \$20,000-30,000 in income for HFPD.
- e. After round table discussion all directors and attendees agreed that a 5 mill increase seems most appropriate at this time. Discussion of staggered increase.
- f. Director Koslov moved that the HFPD hold an election in May 2016 with a proposition to increase the mill levy by 5 mills to 9.099 mills total, with the increase staggered over three years: 3 mill increase the first year, 1 mill increase the second year, and 1 mill increase the third year. Director Beeman seconded and the motion passed unanimously at 3:04pm.

V. ADJOURNMENT – Meeting adjourned at 3:15pm.