

GARFIELD16
PO Box 68
0460 Stone Quarry Road
Parachute, CO 81635
Telephone: 970.285.5701
Fax: 970.285.5711

Certified: August 16, 2022
TRUE AND CORRECTED COPY AS ADOPTED
BY THE BOARD OF DIRECTORS ON
August 16, 2022

Marilyn A. Mondragon, Secretary to the Board

Board of Directors
Regular Meeting, June 21, 2022
Minutes

CALL TO ORDER AND ROLL CALL

District Administration Offices/Board meeting room; President Lynn J. Shore called the regular meeting of the Board of Directors for Garfield County School District No. 16 to order at 6:00 p.m.

Staci R. McGruder	Absent
Lynn J. Shore	Present
Vincent T. Tomasulo	Present
Brittany A. Van Teylingen	Present
Kimberly S. Whelan	Present

Staff Present:

Dr. Jennifer A. Baugh, Interim Superintendent (via Zoom)
Todd G. Ellis, Assistant Superintendent
Rose H. Belden, Director of Business Services
Nathan A. Humphrey, Director of Technology
Marilyn A. Mondragon, Executive Assistant to the Superintendent & BOE

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

APPROVAL OF AGENDA

An executive session was added for the purpose of discussions regarding personnel matters as authorized by C.R.S. § 24-6-402(4)(f).

M/S Van Teylingen/Whelan:

Motion was made to approve the agenda as amended.

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

CONSENT AGENDA/BLANKET MOTION FOR ITEMS

M/S Tomasulo/Van Teylingen:

Motion was made to approve the following Consent Agenda/Blanket Motion for Items as presented:

- V. Board of Education Meetings Minutes – May 17, 2022
 VIII.B.3. Personnel Matters – Certified/Classified Contracted Employees

NEW EMPLOYEES - CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Ferro, Tom *	Grand Valley Middle School	7 th /8 th Grade Science Teacher
Grant, Sydney E. *	Bea Underwood Elementary	Special Education Teacher
Mayo, Emeline *	Grand Valley Middle School	Digital Media/General Elective Teacher
Olson, Abigail J. *	G.V. Center for Family Learning	1 st Grade Teacher
Yutkowitz, Julia A. *	G.V. Center for Family Learning	Kindergarten Teacher

NEW EMPLOYEES - CLASSIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Laidlaw, Cheyene R. *	District-Wide	School Nurse

RESIGNATIONS – CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Hollon, Abigail E.	Bea Underwood Elementary	2 nd /3 rd Grade Multiage Teacher Effective: May 27, 2022
Jones, Andrew D.	Grand Valley Middle School	Art/General Electives Teacher Effective: May 27, 2022
Pogline, Cheianne J.	G.V. Center for Family Learning	1 st Grade Teacher Effective: May 27, 2022
Romero, Kelly A.	Grand Valley Middle School	Science Teacher Effective: May 27, 2022

RETIREMENTS – CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Parker Shelly A.	Grand Valley Middle School	6 th Grade Mathematics/Science Teacher Effective: July 1, 2022 (Date Changed)

TRANSFERS - CERTIFIED CONTRACTED

<u>NAME</u>	<u>OLD POSITION/LOCATION</u>	<u>NEW POSITION/LOCATION</u>
Livingston, Jodi D.	Long-Term Certified Substitute Grand Valley Middle School	Special Education Teacher Grand Valley Middle School
Vashus, Bryan E.	Long-Term Certified Substitute Grand Valley Middle School	6 th Grade Science Teacher Grand Valley Middle School

TRANSITION RETIREMENTS NEW HIRES – CERTIFIED CONTRACTED

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Parker, Scott M.	Grand Valley High School	Secondary Special Education Teacher (Critical Shortage Retiree)
Parker Shelly A.	Grand Valley Middle School	6 th Grade Mathematics/Science Teacher (Critical Shortage Retiree)

***BACKGROUND CHECK AND/OR LICENSE PENDING**

- VIII.B.4. Financial Matters – April 2022 and May 2022

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

There being no audience members present to address the Board, this matter was passed.

UNFINISHED BUSINESS

Adopted Budget and Resolution for Fiscal Year 2023

Rose Belden, Interim Director of Business Services, presented the adopted budget for fiscal year 2023 and resolution for consideration and action (*Appendix A 1-2*), which included the following listing of premises.

**Garfield County School District No. 16
Premise for FY 23 ADOPTED Budget
Presented June 21, 2022**

General Fund Revenues

FY 22 Adjusted Adopted REVENUE General Fund **\$14,745,546**

Revenue Adjustments:

Property Tax	2,365,872
Dqt. Tax Penalties	(15,000)
L-S Other Taxes (Non-Specific)	(13,000)
Pre School Tuition	22,500
Transportation Fees	(3,000)
Facility Use	2,500
ECEA (BOCES SPED Flow Thru)	72,526
Federal Mineral Lease	20,000
ELPA Revenue	50,000
Small Rural	25,217
Air Quality Grant	(31,455)
State Equalization (Adjusted to match projections after the Long Bill was adopted by the State)	(965,659)
FS-Child Find Part C Flow Thru From BOCES	(3,797)
FS-IDEA Flow Thru	8,541
FS-IDEA PK Flow Thru	196
ARP IDEA Flow Thru	1,780
ARP IDEA PK	124
Transfer to Food service	(35,000)
Transfer to Capital Reserve	(125,000)
Adjustment Total (Difference between FY 22 and FY 23 Budget)	1,377,345
FY 23 Proposed Budget Revenue Total	\$16,122,891

General Fund Expenditures

FY 22 Adjusted Adopted EXPENDITURE Budget **\$14,745,546**

Expenditure Adjustments:

DISTRICT WIDE SALARY WAGE ADJUSTMENTS		Explanation
5% Increase to the Base Salary/Step Increase	577,406.41	Gets starting teacher above \$40,000 and provides roughly 8% total for certified employees
7.5% Health Insurance Increase	92,898.00	
Certified Educational Advancement	43,202.76	
Attrition	43,562.06	
.5 PERA Increase to District	52,307.96	
Increase Minimum Wage to \$15 for Para/Food Service/Classified Substitutes	108,595.16	\$12.71 starting is not comparable for minimum wage in the area
Increase Coaching Salaries	25,000.00	
Restore Frozen Step from FY 21 to Employees who were here in FY 20	135,367.98	

Change in FTE		
BUE		
1 FTE – 3 rd Grade Teacher	59,138.07	Salary & Benefits (increased enrollment at grade level)
District-Wide:		
1 FTE Communication & Information/Grant Writer	82,401.00	Salary & Benefits (better communication to stakeholders/grant writing/information management)
1 FTE Certified SPED Teacher	71,260.78	MA Step 1 (proposed) Enrollment Increase
.5 FTE Mental Health	42,000.00	Increased Caseloads
1 FTE Nurse Assistant/Sports Trainer Grant Fund (Medicaid Funds)		\$65,000 – Medicaid Funds (work under direction of nurse & be a Trainer at GVHS/GVMS)
1 Early Childhood Ed Lead Teacher Transition	76,859.50	Work with Meri Nofzinger @ CFL to be the Early Childhood TOSA
Adjust Miscellaneous Accounts	32,220.38	To match projected revenue from the State
Longevity Payment – 2 Certified Teachers & Day Leave Pay Out	62,567.10	
Adjust Concurrent Enrollment Expenses	25,000.00	Increase in students utilizing CMC courses
Board Budgeted Contingency	(263,378.14)	No budgeted contingency
BOCES Adjustment	71,316.83	BOCES revised budget as of 05-31-2022
7% Increase to Maintenance, Transportation, Technology Budgets	30,368.81	Inflationary costs of operations
Technology Annual Support	51,000.00	
Transportation/Maintenance Fuel Increase	18,250.00	
Natural Gas	10,000.00	
Out of District Students	30,000.00	1 student placed in out of state residential facility
Curriculum Accounts	(100,000.00)	Purchase of curricular resources in place – transfer to sustainable monies for salary
TOTAL INCREASE (DECREASE) OF EXPENDITURES	1,377,344.64	
FY 23 Proposed Budget Expenditure Total	\$16,122,891	
Budget Difference	\$0.00	

Ms. Belden highlighted the following changes from the proposed budget to the adopted budget:

- A letter from Brad S. Ray, Superintendent, to the community was included in the budget.
- An adjustment was made to the State Equalization. This adjustment was made to match projections after HB22-1329 Long Bill was adopted by the State. The district lost approximately \$94,000.00 in funding. The budget is based on zero student growth. Due to the loss in funding, an adjustment was made to the Board Budgeted Contingency of \$263,378.14.
- An increase of approximately \$15,000.00 was made to the BOCES assessment. BOCES revised their budget on May 31, 2022.
- There were some slight adjustments to various miscellaneous accounts to match projected revenue from the State
- The budget is 80% salary and benefits; 20% other costs.

The following appropriation resolution was presented for consideration and action for each fund as specified in the adopted budget for fiscal year 2023:

BE IT RESOLVED, by the Board of Directors of Garfield County School District No. 16, in Garfield County, that the amounts shown in the following schedule be appropriated to each fund as specified in the "ADOPTED Budget FY 23" for the ensuing fiscal year beginning July 1, 2022, and ending June 30, 2023.

Fund	Amount
General Fund	\$16,122,891
Food Service Fund	\$ 750,955
Grant Fund	\$ 2,032,591
Special Revenue Fund	\$ 570,000
Bond Fund	\$ 5,496,150
Capital Reserve Fund	\$ 800,000
Activity Fund	\$ 350,000

President, Board of Education

Date

M/S Van Teylingen/Tomasulo:

Motion was made to approve the adopted budget and appropriation resolution for fiscal year 2023 as presented.

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

NEW BUSINESS

VERO Broadband – Fiber Optic Broadband Expansion

Trey Hamrick, Market Development Manager, and Nathan Humphrey, Director of Technology, provided the Board with a presentation regarding VERO Broadband's expansion of fiber optics to the Parachute/Battlement Mesa communities, which would provide Gigabit Internet access delivered via fiber to residential, schools, and businesses. *(Appendix B).*

The presentation summarized the benefits, business profile for VERO Broadband, company leadership, VERO Broadband office locations and service areas, business simple approach, fiber deployment, market deployment, and affordable internet service offerings.

VERO Broadband is seeking community support only; no monetary support is being requested. Public Town Hall meetings will be held to address questions.

A brief discussion was held with questions being addressed. It was the consensus of the Board to support Vero Broadband in their expansion of fiber optics to the Parachute/Battlement Mesa communities.

Fiscal Year 2022 Supplemental Budget Appropriation Resolution

Rose Belden, Interim Director of Business Services, presented the following supplemental budget appropriation resolution for fiscal year 2022 for consideration and action (*Appendix C*):

**Supplemental Budget FY 22
June 21, 2022**

Grant Fund:

COSI Grant – Spent in FY 21	(\$47,543.50)
ELPA Grant – Spent in FY 21	(\$50,889.00)
CDE Library Grant	\$5,000.00

APPROPRIATION RESOLUTION

BE IT RESOLVED BY THE Board of Directors of Garfield County School District No. 16 located in Garfield County that the amount of \$3,268,009.84 be appropriated to the GRANT FUND for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

President, Board of Directors

Date

M/S Van Teylingen/Tomasulo:

Motion was made to approve the supplemental budget appropriation resolution for the Grant and General Funds for fiscal year 2022 as presented.

A brief discussion was held with questions being addressed.

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

Interim Director of Business Services’ Report

Rose Belden, Interim Director of Business Services, provided the Board with information regarding Colorado local government’s options for participation in the paid Family and Medical Leave Insurance (FAMLI) program (*Appendix D*). Garfield 16 would have the option to not participate, fully participate, or not participate but manage for the employee. If the district does not participate, the employee can participate and manage independently. Ms. Belden requested that the Board review this information further as it will be presented at a future meeting of the Board. A brief discussion was held with questions being addressed.

An invoice was presented from Carpetime for \$18,823.00. Two classrooms at the Grand Valley Center for Family Learning need to be converted from tile to carpet because the classrooms will now be utilized for preschool, which require carpeted rooms. Because this was not a budgeted item, Ms. Belden requested Board approval to utilize the contingency in the Capital Reserve Fund to cover the costs.

M/S Van Teylingen/Tomasulo:

Motion was made to approve the payment of the invoice from Carpetime for \$18,823.00 as presented.

A brief discussion was held with questions being addressed.

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

The following additional information was presented:

- The General Fund balance is approximately \$1.6 million. This amount will change as the district is still expecting funds from property taxes. Ms. Belden is recommending that the Board transfer \$1 million to the Capital Reserve Fund for roof replacement costs.
- The Special Revenue Fund has approximately \$635,000.00.
- There is the potential that the district will not transfer funds into the Food Service Fund.
- The Bond redemption will mature in 2027.
- A transfer of \$100,000.00 was added to the Technology allocation bringing the balance to \$600,000.00, and a transfer of \$100,000.00 was added to the Turf Field allocation bringing the balance to \$585,000.00. The maintenance allocation remains at \$300,000.00.

Assistant Superintendent’s Report

Todd Ellis, Assistant Superintendent, provided the Board with the following Personnel Matters Report for all Contracted/Non-Contracted Certified and Classified “At Will” employees for information only (*Appendix E*):

COACHING/SPONSORS - 2022-2023 SCHOOL YEAR

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED “AT-WILL” PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Docken, Lance E.	Grand Valley High School	Head Coach – Cross Country
Miller, James A.	Grand Valley High School	Head Coach - Football

COACHING/SPONSORS RESIGNATIONS

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED “AT-WILL” PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Gallegos, Richard A.	Grand Valley Middle School	Head Coach - Wrestling Coach
Romero, Kelly A.	Grand Valley High School	Head Coach – Girls’ Soccer
Romero, Kelly A.	Grand Valley Middle School	Assistant Coach – 7 th Grade Volleyball

EXTRA DUTY STIPENDS

CONTRACTED/NON-CONTRACTED CERTIFIED/CLASSIFIED “AT-WILL” PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>
Bair, Heidi	Bea Underwood Elementary	Teacher Mentor Stipend: \$750.00
Bradley, Melissa D.	G.V. Center for Family Learning	Teacher Mentor Stipend: \$750.00
Clark, Amber D.	Bea Underwood Elementary	Summer Advantage – Administrator Stipend: \$4,000.00
De La Cruz Rodriguez, Melissa	G.V. Center for Family Learning	Assistant Preschool Teacher Stipend: \$1,000.00
Frees, Kimary L.	Bea Underwood Elementary	Summer Advantage – Administrator Stipend: \$8,000.00
Frees, Kimary L.	District-Wide	Read Act Coordinator Stipend: \$750.00
Golden, Peter J.	Grand Valley High School	Summer School – Teacher/ Administrator Stipend: \$45.00/\$47.00 per hour
Gregory, Mark S.	Grand Valley Middle School	Teacher Mentor Stipend: \$750.00
Hartman, Jessica L.	Bea Underwood Elementary	Teacher Mentor Stipend: \$750.00

Holden, Kara B.	Bea Underwood Elementary	Teacher Mentor Stipend: \$750.00
Holden, Kara B.	Colorado River BOCES	Teacher Mentor Stipend: \$500.00
Hoyt, Jennifer J.	Colorado River BOCES	Teacher Mentor Stipend: \$500.00
Hoyt, Jennifer J.	Grand Valley Middle School	Teacher Mentor Stipend: \$750.00
Humphrey, Nathan A.	Grand Valley High School	Operating Timing System – Track & Field Meet Stipend: \$500.00
Jansen, Mark A.	Grand Valley High School	Referee Stipend: \$118.61
Jansen, Mark A.	Grand Valley High School	Senior Class Video Stipend: \$200.00
Knox, Addie A.	Bea Underwood Elementary	Teacher Mentor Stipend: \$750.00
Loschke, Nicole A.	Bea Underwood Elementary	Summer Advantage – Paraprofessional Stipend: \$22.00 per hour
Magee, Dawn C.	Grand Valley High School	Summer School – Paraprofessional Stipend: \$22.00 per hour
McCormick, Misty D.	Grand Valley Middle School	Teacher Mentor Stipend: \$750.00
McMillan, Robin L.	G.V. Center for Family Learning	Teacher Mentor Stipend: \$750.00
Page, Shona R.	Bea Underwood Elementary	Summer Advantage – School Nurse Stipend: \$1500.00
Parker Shelly A.	Grand Valley Middle School	Teacher Mentor Stipend: \$750.00
Ray, Christina L.	Grand Valley Middle School	Teacher Mentor Stipend: \$750.00
Richardson, McKenzie R.	Bea Underwood Elementary	Teacher Mentor Stipend: \$750.00
Tustin, Caitlyn L.	Grand Valley Middle School	Tutoring Services Stipend: \$25.00 per hour
Vashus, Bryan E.	Bea Underwood Elementary	Extended School Year – Substitute Paraprofessional Stipend: \$22.00 per hour

NEW EMPLOYEES

NON-CONTRACTED CERTIFIED/CLASSIFIED “AT-WILL” PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Armentrout, Christina E.*	Grand Valley High School/ District-Wide	Athletic Trainer/ Assistant School Nurse
Johnson, Mariah L.	Maintenance Department/ G.V. Center for Family Learning	Night Custodian
Kelly, Michael C.	Maintenance Department	Summer Groundskeeper
Leonard, Mia J.	Transportation Department	Substitute Bus Monitor
Loschke, Nicole A.	District Administration Office	Public Information & Grants Coordinator

RESIGNATIONS

NON-CONTRACTED CERTIFIED/CLASSIFIED “AT-WILL” PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Clark, Keona M.	Grand Valley Middle School	Paraprofessional - Special Education (Significant Needs) Effective: May 26, 2022

Pryor, Lacey D.	G.V. Center for Family Learning	Night Custodian Effective: June 3, 2022
Rider, Julie L.	Grand Valley High School	Activities Secretary Effective: June 10, 2022

TERMINATIONS

NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>
Campbell, Samantha J.	G.V. Center for Family Learning	Preschool Paraprofessional
Jimenez, Enedina S.	G.V. Center for Family Learning	Preschool Paraprofessional

TRANSFERS

NON-CONTRACTED CERTIFIED/CLASSIFIED "AT-WILL" PERSONNEL

<u>NAME</u>	<u>OLD POSITION/LOCATION</u>	<u>NEW POSITION/LOCATION</u>
Aragon, Tiffany S.	Wraparound Facilitator School Based Family Resource Center NOTE: Title change only	Family Meeting Facilitator School Based Family Resource Center
Barragan-Nunez, Ofelia	Classified Substitute District-Wide	Paraprofessional - Preschool G.V. Center for Family Learning
Montoya, Silvia L.	Grant Program Coordinator School Based Family Resource Center NOTE: Title change only	Building Secretary School Based Family Resource Center
Rhinaman, Jennifer A.	Special Education Paraprofessional Grand Valley Middle School	Certified/Classified Substitute District-Wide

***BACKGROUND CHECK AND/OR LICENSE PENDING**

Assistant Superintendent Ellis provided the following:

- An active shooter drill has been scheduled on Wednesday, June 29, 2022, at Grand Valley High School. Various law enforcement agencies, first responders, and fire departments are conducting this drill. Notification will be sent out to the community.
- The district is considering implementing a JR ROTC program at Grand Valley High School commencing with the 2023-2024 school year. District officials are gathering the logistics necessary to establish this program.

A brief discussion was held with questions being addressed.

President Shore thanked Todd Ellis, Assistant Superintendent, for his dedicated service to the students and staff at Garfield 16.

Board of Education Reports/Comments

Kim Whelan and Staci McGruder will be responding to the student letter received regarding uniforms.

The Board was encouraged to attend the Colorado Association of School Boards (CASB) 2022 Fall Conference & Delegate Assembly scheduled on October 21-22, 2022.

Determination/Input for Future Work Session(s)/Meeting(s)

There will be no scheduled Board meeting in July. The next regular meeting of the Board is scheduled on Tuesday, August 16, 2022, and it will be held at the District Administration Office/Board of Education meeting room commencing at 6:00 p.m. A work session will not be held.

A two-day Board retreat will be scheduled once the new superintendent is in-district.

AUDIENCE MEMBERS WHO MAY WISH TO ADDRESS THE BOARD

There being no audience members present to address the Board, this matter was passed.

**EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AS
AUTHORIZED BY C.R.S. § 24-6-402(4)(f)**

M/S Shore/Van Teylingen:

"I move that the Board of Education go into executive session at 7:02 p.m. for the purpose of discussions regarding personnel matters as authorized by C.R.S. § 24-6-402(4)(f).

This matter involves discussion pertaining to an inquiry of allegations on the actions of a classified staff member.

Those present at the outset of the executive session shall be, Marilyn Mondragon, Nathan Humphrey, Todd Ellis, Dr. Jennifer Baugh (via Zoom), and all members of the Board, except Staci McGruder.

As required by the Colorado Open Meetings Law, a record is being kept of this executive session.

I remind each participant to confine all discussion to the stated purpose of the executive session and that no formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection."

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

CONSIDERATION: POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

"The time is now 7:12 p.m., and the executive session has been concluded. The participants in the executive session were Marilyn Mondragon, Nathan Humphrey, Todd Ellis, Dr. Jennifer Baugh (via Zoom), and all members of the Board, except Staci McGruder"

"If any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record. An improper matter would include something not included in the motion to go into executive session or an improper vote or decision."

ADJOURNMENT

M/S Van Teylingen/Whelan:

Motion was made to adjourn the regular meeting of the Board of Directors.

Roll Call Vote:

McGruder-absent, Shore-aye, Tomasulo-aye, Van Teylingen-aye, Whelan-aye.

Motion Carried.

The regular meeting of the Board of Directors for Garfield County School District No. 16 adjourned at 7:13 p.m.

Submitted by:

Marilyn A. Mondragon
Secretary to the Board of Directors

Lynn J. Shore, Board President

Brittany Van Teylingen, Board Secretary/Treasurer

NOTE: All appendices, attachments, and/or documents supporting the items discussed can be reviewed at the District Administration Office, 0460 Stone Quarry Road, Parachute, Colorado.