

**Joint Utilization Commission  
DBA Riverview Technology Corporation  
Minutes of Quarterly Meeting  
June 18, 2001**

**Attendees:**

**RTC/JUC:** Tilman Bishop, Mike Bussey, Bob Elliot, Doralyn Genova, Knute Knudson, Chris Launer, Steve Reimer and Pat Tucker

**OTHERS:** Bob Archuleta of Premier Facility Services, Dan Wilson of the City of Grand Junction, Thea Chase and Annalisa Pearson for WCBDC

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The meeting was convened at 1:10 p.m.

**APPROVAL OF MINUTES:** The minutes of the March 21, 2001 Quarterly Meeting were submitted. Tilman Bishop made a motion to approve the minutes with one correction (page 3, Dan Wilson is meeting with US Fish and Wildlife). Chris Launer seconded the motion. A vote was taken and passed unanimously.

**FINANCIAL REPORT – Thea Chase.** The balance of the EDC grant has been received. This closes out the grant. After total pending expenses the JUC has an ending balance of \$9558.23 as of June 16, 2001. There was discussion about having an audit done. Dan Wilson said that the City is being audited and it should be a line item on the audit. Thea Chase will check on this.

Tilman Bishop made a motion to accept the financial statements. Mike Bussey seconded the motion. A vote was taken and passed unanimously.

**FINANCE COMMITTEE REPORT – Bernie Buescher.** Mr. Buescher was not present to give the report. Pat Tucker reported that they were still in the process of selecting an auditor and setting up an accounting system.

**GOVERNMENTAL COMMITTEE REPORT – Robert Bray.** Mr. Bray was not present to give the report.

**LEASE – Bob Elliot and Chris Launer.** The WCBDC lease has been through first draft and first amendment. No problems are anticipated. John Achziger is reviewing the lease. WCBDC will pay expenses related to the buildings, \$600.00 a month and common area fees.

There is still no agreement with Oakridge. Robert Bray gave Bob a dirt lease model. Knute Knudson mentioned that if Oakridge does not stay we want to make sure that we don't have to deal with the trailers.

There are still several issues with the Army. One issue is the utilities. The gas for the site is not metered separately but the electricity is. Pat suggested that we figure out a chargeback for utilities.

Pat Tucker noted that the leases need to be finished before the transfer. Knute suggested that the signing date would be a good date to force the leases being finished.

Pat mentioned that Donna would like RTC to take over property management the day after closing. Knute responded that this has been a long path, both sides have arrangements to make and we shouldn't rush the closing. It was agreed that we should formalize the date of closing and if it had not happened at the end of the 60 days notice for property management, penalties could be charged.

There is still the issue with Public Service.

## **STATUS REPORTS – Dan Wilson.**

Health Department Sign Off – The language for the safety plan has been finished and is believed to be in the Governor's office system.

DOE Lease – We are back on track with the pre-April fifth version and it is basically ready to fill in the blanks. Copies will be sent to Lyle, Pat, Chris, Bob and Knute.

DOE Grant – The \$150,000.00 will be given to the JUC at transfer. All reporting has been done and there is nothing left to do on the grant.

Transfer Agreement – Copies will be sent to the board members.

Knute Knudson made a motion at this time that the JUC will not transfer property until we are ready with the property management, we will require written notice sixty days prior to closing and that if the closing does not occur at that date penalties will be imposed. Tilman Bishop seconded the motion; a vote was taken and passed unanimously.

Water and Sewer– We will have a contract with the City. It will be sent to board members.

Tax Free Status – Dan is meeting with Ron Lappi to determine how the JUC can qualify for 501 (c) 3 status. At this point it is not clear.

Property Tax Elimination - Doralyn will get started on the taxes and Thea will follow up. Bob will look into the personal property tax to make sure we aren't paying a lot of taxes on items that are basically junk.

Railroad Access – The County is all set. Thea asked if there are requirements to maintain railroad property. Bob Archuleta replied that there is.

Utilities – Utilities are still an issue for a number of reasons. . Bob and Dan will meet with Public Service and report back.

Army– RTC needs an agreement with the Army on Utilities. The JUC needs to be able to cut off power if we are not paid. Chris and Bob will deal with the Army.

Personal Property – Bob Eliot has a list and will meet with Tilman to figure out how to distribute the personal property. Tilman suggested that if anyone is willing to pay for items, they be sold and what is left can be donated.

Insurance – Pat will call Bernie to get an RFP out.

Ponds and Wetlands – Tilman reported that the US Fish and Wildlife are interested in the south pond for endangered species recovery. They have done testing to make sure the contamination levels are okay for fish. US Fish and Wildlife would pay lease money with a five-year option. This could be a way to maintain the property. Tilman will continue to follow up.

Building 29 – Thea reported that Premier would like to have building 29. Premier could use the building in exchange for security for RTC. Premier would maintain the building and the DOE would support this and add it to the Incubator lease. Tilman suggested Thea go ahead and proceed until something more concrete is put together. Knute added that she should reach an agreement with Premier and then notify Pat and the negotiating committee with what the lease will look like.

Property Management – Thea reported that we are working on the Scope of Services. The Memorandum of Understanding is in the draft stage and ready to finish up.

It was mentioned that there would be press as part of the transfer announcement. Tilman will check with Audrey, the press release contact.

## **NEXT MEETING**

The next meeting is scheduled for September 19, 2001.

## **ADJOURNMENT**

Tilman Bishop made a motion to adjourn the meeting. Chris Launer seconded the motion; a vote was taken and passed unanimously.