

Riverview Technology Corporation
Minutes of Annual Meeting
February 4, 2005

Members in Attendance: Mike Bussey, Larry Hall, Dennis King, Bonnie Petersen, J. D. Snodgrass, Janet Terry, Ex Officios Craig Meis and Dennis Kirtland

Others in Attendance: Thea Chase Gilman, Nancy McKenna

Call to Order and Minutes. Mike Bussey called the meeting to order at 12:20 P.M. making introductions for the benefit of Larry Hall and Craig Meis. The minutes from the Regular Quarterly Meeting held November 19, 2004 were approved on motion of Dennis King and seconded by Janet Terry. All Board Members voted unanimously to accept the Minutes as written.

Property Management Committee

Financials. Thea Chase went over the 3-month property management financials ending December 31, 2004. The DOE Expense sheet shows what is charged directly to DOE. We are about \$14K ahead of budget, primarily because the Unscheduled Maintenance, used for large projects and unanticipated projects, has not been spent, so it is accumulating. The Common Area sheet shows expenses paid by DOE and BIC based on their respective portion of square footage. These expenses include gas, auto expenses, insurance, utilities, trash, etc. Gas is under budget because we have had difficulty in getting our bills from Excel. We will continue to do better than budget because two buildings went off line. The Utilities sheet includes expenses charged back to the Army, BIC, and DOE that cannot be separated out like water, sewer lifts, and irrigation water. We are under budget on water because we haven't had any major leaks. J. D. Snodgrass explained that unscheduled maintenance, budgeted at \$48K per year, is used for building repairs, carpet, painting and things not anticipated. He also pointed out that the DOE is paying \$5K per month on the electrical upgrade. A gas leak detection survey was performed and no leaks were found. Craig raised additional questions regarding the revenue and expense statements which Thea answered.

Mike, J.D., and Thea met with Eben Greybourne, DOE's Contracting Officer. Eben is leaving and brought several people to introduce who will replace him. DOE was concerned about RTC's budgeting process; the RTC is saving DOE a good deal of money. DOE's lease is up in two years. It is unclear if a new lease will be negotiated or if they will continue to lease space. The DOE is responsible for cleaning up any contamination on this property in perpetuity. Quite a bit of discussion followed on the buildings and rents to get Craig up to speed. RTC's property management contract with the Business Incubator is \$60K per year plus the salaries for the maintenance personnel. Additional monetary agreements are negotiated for special projects as they arise.

Property Management *Projects* discussed included the contamination in (and demolition of) Building 12A and the possibility of DOE bringing modular buildings on site to replace the computer lab. It was agreed that Mike would make Ray Plieness aware that RTC does not want modulars on site and offer to integrate their needs into the ongoing Master Plan effort. However, we do not want to put those computer jobs in jeopardy for lack of a building. The replacement of peeling lead-based paint needs to be addressed, and \$9K was spent to trim the trees on the site. The demolition of Bldg. 20 might occur this year; RTC can take any of the salvage. Also, it must be determined whether flood insurance is warranted this year. The cost, (~\$10K) would be shared by BIC, DOE, and RTC.

Discussion of the meeting with Eben continued. J. D. and Mike both felt that comments made indicated DOE may view itself as short-term. Eben's comment was "None of the work is going away, but the jobs could be moved." Thea suggested that if this community wants the jobs to stay here, we need to get our congressional representatives involved. Janet Terry feels we should contact Senator Allard (on Appropriations Committee) for lobbying help. Larry Hall cautioned that we need to make a plan and demonstrate why this site is vital, i.e., show DOE how much money RTC is saving them. Also, we need to find out what DOE's needs are, where they're cutting back, and how we might try to address those needs. Dennis Kirtland agreed that we need a plan, plus a point person as RTC doesn't have staff to do this.

All of this ties into the *Energy Forum* efforts, and Thea stated the Economic Development partners are also looking at it. Discussion followed on energy activities in the valley. Craig said there's a lot of money being invested in the ground--this is natural gas, not oil shale; it is the same industry, but a different commodity. The Energy Forum effort is to help develop opportunities and make people aware of the energy industry. The next Energy Forum meeting is Tuesday, February 8th. Craig sees a lot of companies coming in from out of state to invest in these activities in our backyard, but the community is not embracing it. This site could be an asset for the energy industry. UTEC was contacted to incorporate a training program for workers some time ago, but nothing was done and Colorado Mountain College got a big contract from Halliburton. Bonnie Petersen said she would keep the Board informed as to Energy Forum meeting outcomes via email. Craig said Grand Junction is the diamond right in the middle of all this energy activity; we have the perfect environment for renewable and non-renewable energy.

Long Range Planning. *Master Plan.* Bonnie and Thea talked about potential participants for the charrette (scheduled for March 8th). Thea talked to Tim Sarmo (DOLA) and Dean DiDario (RLF) regarding the impact of annexation on CDBG monies and has summarized the impacts. Since the City has entitlement money, CDBG will question why the Incubator/Revolving Loan Fund needs money. Janet Terry wants updates from Winston's meetings with the City.

Executive Committee. RTC Financials. Mike went over the December 31, 2004 Financials. He pointed out that we're liquid at about \$850K. Mike explained sweep accounts to Craig. They are repurchase agreements (government securities) bought and sold on a daily basis. This helps us to not have excess funds that are uninsured by FDIC. Revenues are right on budget and expenses are less than budget. Mike asked for a motion to approve the Financials. Larry Hall made the first, and J. D. Snodgrass seconded; all Board Members voted AYE to accept the 12/31/04 Financials.

Officers 2005. It is proposed that all officers remain the same for the coming year: Mike Bussey as President, J. D. Snodgrass as Vice President, and Bonnie Petersen as Secretary/Treasurer. Since Bernie Buescher is off the Board, there is no Past President. Dennis King made the motion to accept 2005's Officers, Larry Hall seconded, and the Board voted unanimously to accept the motion.

Board Members. Walid Boumatar, Bonnie Petersen, J. D. Snodgrass, and Janet Terry have agreed to serve another term. Mike has spoken with Dennis Wagner of Dalby, Wendland & Co. and he has agreed to serve as a Board Member (filling Bernie's position). J. D. Snodgrass made a motion to accept Dennis Wagner's nomination, and Janet Terry seconded the motion. All Board Members voted in favor. Nancy McKenna was directed to obtain Dennis' resume and start the ratification process with the City and County. Beginning sometime in May, Dennis Kirtland will be no longer represent the City as ex officio; someone new will be appointed.

Communications. Mike Bussey offered to keep the City and County more informed of what RTC is doing and wondered how much input they have or want. Dennis stated the City Council likes to get together with all boards at least once per year; quarterly would be too often. Craig recommends the Commissioners be apprised of master plan progress. The City and County will be included in the Master Plan Public Open House meeting. There are regularly scheduled work sessions and luncheons of the City Council and County Commissioners. The Board Members felt it would be advantageous to attend a regular City Council/County Commissioner work session. Thea and Mike will follow up on scheduling. It is important to let the City and County know that RTC is a good steward of their land and buildings.

Ex Officios. Discussion has been ongoing regarding sharing Board Members between RTC and BIC. Mike feels this is a great idea to keep communication lines open. Greg Schaefer, Chair of BIC, would be ex officio on RTC, and Mike Bussey, President of RTC would be ex officio on BIC. Discussion followed and all Board Members agreed this would be a good practice. It was determined this would be an informal arrangement with no changes to Bylaws. Craig raised the question if ex officios can vote. Subsequent review of the Bylaws and Articles by Nancy resulted in a "no" answer; there is no provision for ex officios, therefore, they are not entitled to vote.

Committees. Walid is moving off the Property Management Committee, but staying on Long Range Planning. Mike proposes that Dennis Wagner sit on the PMC. Discussion followed on the Governmental Affairs Committee and how we haven't been communicating with or including DOE as much as we should. Mike will call Ray Plieness to schedule a lunch meeting and get both parties up to speed. DOE needs to be included in LRP. Mike informed the Board that Building 20 is going to be used by the Grand Junction Police Dept. for SWAT team training.

Quarterly Meeting Dates were tentatively set for the first Friday in May, August, and November. All Board Members: Please calendar May 6, August 5, and November 4, 2005.

There being no further business, the meeting was adjourned.