

**Grand Junction, Colorado State Leasing Authority, Inc.**  
**Board Meeting Minutes**  
**February 22, 2008**  
**CBI, 2797 Justice Drive**

**Board Members Present:** Bill Sisson, Sam Baldwin, Jim Fleming and Ann Driggers

**Board Members Absent:** Laurie Kadrich

**Other Parties Present:** Pete Mang (CBI), Roy Blythe (Blythe + Co.), Brad Keller (FCI), Arne Ray (CBI Representative), Ed Forsman (FCI), and Kirk Rider (Younge and Hockensmith).

**I. Call to Order**

The Meeting was called to order by Sam Baldwin at 12:40 pm.

**II. Approval of the September 14, 2007 Board Meeting Minutes**

The minutes of the September 14, 2007 Board Meeting were approved unanimously.

**III. Project Update and Completion Schedule**

Brad Keller presented the following project update: Everything is on track for an April 1 handover of the facility to CBI. Punch lists will start at the end of February and owner training will commence March 10. Everything is on schedule, though FCI had to hire a ground heater to thaw the ground on the north side of the building. Due to the exceptional weather this year the frost was two feet deep and in order to hand the building over on schedule the concrete for the entrance needed to be poured asap. Just prior to the handover Arne will conduct a walk through and will certify the building for occupancy. This will then allow the rent to begin. The closeout of the books between GJCSLA and FCI will occur by the end of June.

**IV. Financial Update**

Arne Ray presented the project financial update. It is estimated there will be a surplus of \$225,000 to \$275,000 on the project depending upon the final change orders. Ann Driggers presented the operating account reconciliation to the Board, noting that the D&O insurance had been paid since the last meeting. The balance in the account is approximately \$68,000.

**V. Change Order #4**

Brad Keller presented a change order for \$78,932. This will cover paint for the skylight tubes (which are too dark) and additional training room AV equipment. Since the training room has been identified as a back-up communications center for the State of Colorado this equipment is needed. The State has also added additional equipment to the facility for this purpose at no cost to the GJCSLA.

Ann Driggers made the motion and Bill Sisson seconded to approve Change Order #4.

#### **VI. Change Order #5**

Brad Keller informed the board that he had received a letter from IDI's attorney to say there was concern with regard to the appearance of the facility's roof exhaust system. FCI/Blythe researched several options to address the situation. Two options were presented to the IDI board for their review – painting and screening. IDI requested the screens to be placed around the vent stacks at an estimated cost of \$64,800. The change order is presented to the board at this amount. However FCI recently received a letter from the ventilation/fan company, Strobic Air, saying that they could not guarantee the function of the equipment and the warranty would be void if screens were placed around the vent stacks as the screens would interfere with the flow of air. Pete Mang said that without the warranty of the ventilation systems CBI would not meet the required standard for forensic laboratory accreditation which is a prerequisite for their work.

The Board also discussed the painting option. Given that the background of the stacks is different depending upon the angle from which it is observed it was felt that no paint color would improve the appearance of the stacks. The natural color is grey metal. Furthermore the Board felt that paint would become a maintenance issue and would incur future costs to continue the paint. The paint option was estimated at \$12,000.

The following motion was made by Bill Sisson and seconded by Jim Fleming and passed unanimously:

In light of the letter received from Strobic Air, the Board rejects change order #5 in the amount of \$64,800 for screening of the roof exhaust system. The Board approves an amount up to \$15,000 for painting of the system should IDI request it, but with a strong recommendation against doing so due to ongoing maintenance issues that will arise.

#### **VII. Organization Transition from Development to Operation**

Discussion occurred with regards to the transition from development to operations: Kirk Rider will review the insurance needs of the GJCSLA with the State of Colorado and determine if separate building insurance is needed.

Arne and Kirk will work to set up a process of billing CBI for the rent. Also they will determine what ongoing costs will need to be covered by the GJCSLA operating account and an appropriate balance to maintain the organization on an annual basis.

Arne will also prepare a 'cook book' outlining procedures for the ongoing operation of the organization.

Ann will provide a proposal from GJEP to the GJCSLA for ongoing administration support.

### **VIII. Reporting Requirements**

The GJCSLA is required to provide Securities Repository information 270 days after the year end. Since the City of Grand Junction does this for other entities that are formed by the City, Kirk will ask Laurie Kadrich if they could complete the filing on our behalf. David Varley had indicated that they would be able to do that. Audited financial statements are required as part of the filing. The Board therefore requested Ann to solicit proposals from local firms that would be interested in performing the audit.

### **IX. Scheduling**

Dedication Ceremony: This will be scheduled in either June or July depending upon Representative Buescher and Governor Ritter's schedules. Ann will contact Bernie to review his calendar and then work with Pete to identify a date.

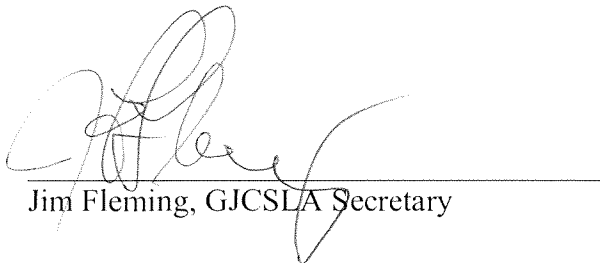
The next GJCSLA Board Meeting will be scheduled around the same time.

### **X. Other**

Kirk noted that Ann, Sam and Jim's terms as Board members expire in January 2008. Ann said she would contact the City clerk to have these members reappointed to the board.

### **XI. Adjournment**

The meeting was adjourned.



Jim Fleming, GJCSLA Secretary