

**MINUTES OF
THE INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF OAK RIDGE**

August 5, 2013

A meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 4:00 p.m. on August 5, 2013 in the Training Room of the Municipal Building. David Wilson, Chairman, called the meeting to order.

ROLL CALL

The following members were present: David Wilson, Hal Osucha, Harold Trapp, Richard Chinn, Louise Dunlap, Melissa Freiderich, Dave Mason, and Buzz Patrick. Chris Johnson was absent.

Also present were Kenneth R. Krushenski, City Attorney; Parker Hardy, Oak Ridge Chamber of Commerce; Christy Holt, Oak Ridge Chamber of Commerce; Susan Fallon, City of Oak Ridge; Ron Asher, Ridge Realty; Keith Craft, Barge, Waggoner, Sumner & Cannon; Steve Jones; Doug Colclasure; Nikki Bradley, ORUD; Bob Fowler, Knoxville News Sentinel; Ellen Smith; Ray Evans; Beverly Major, Oak Ridger; and Elisabeth Brown, Oak Ridge Chamber of Commerce.

APPROVAL OF AGENDA

Mr. Wilson made the following changes to the Agenda:

- IV. Approval of Minutes – July 23, 2013
- X. New Business – FYI from the Chairman

Mr. Trapp made the motion to approve the Agenda. Ms. Dunlap seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES – JULY 23, 2013

Mr. Mason made a motion to approve the July 23, 2013 Minutes. Mr. Trapp seconded the motion. The motion carried unanimously.

TREASURER'S REPORT

Mr. Trapp presented the financial report. He reported a balance of \$247,728. He reported on a recent CD renewal but commented interest rates are very low. Ms. Dunlap made the motion to approve the treasurer's report. Ms. Fredrich seconded the motion. The motion carried unanimously.

2014 BUDGET REPORT

Mr. Trapp reported the Finance Committee has not yet met. He anticipates holding a finance committee meeting prior to the September regular meeting. As soon as the auditor receives the information from the CPA, he anticipates the audit will begin.

INTRODUCTION OF CHRISTY HOLT

Mr. Hardy introduced Christy Holt, Office Manager, Oak Ridge Chamber of Commerce. Ms. Holt handles the bookkeeping for the Chamber, the Oak Ridge Economic Partnership as well as the Center for Leadership Development. Ms. Holt will take on the bookkeeping for the IDB once the IDB/Chamber Agreement is signed. Mr. Trapp inquired as the accounting software Ms. Holt uses. She informed him she used Quickbooks. Mr. Trapp presented a new proposal from Gail Cook to continue to do the bookkeeping for the IDB using Peachtree software. It was decided this issue would be discussed at a later date.

PROSPECT ACTIVITY UPDATE

Mr. Hardy gave an existing industry update reporting on 2 local companies he is working with on expansions. He informed the board the Kroger groundbreaking has been scheduled. Mr. Jones reported on recent industrial prospects, including a recent prospect visit which went well. Mr. Jones feels it is important to get area 6 at Horizon Center bushogged soon so the property is easier to show.

ATTORNEY'S REPORT

Mr. Wilson gave Mr. Krushenski's report in his absence. Mr. Wilson spoke to Mark Mamantov regarding the Alexander Inn & Mr. Mamantov feels it is close to closing. Mr. Wilson has asked Mr. Krushenski to get in touch with RSI's attorney to learn the status on their property at Horizon Center. The Bethel Valley lot has been sold & closed with no issues. Mr. Krushenski joined the meeting at the end of Mr. Wilson's report and concurred with Mr. Wilson's report in his absence.

COMMITTEE REPORTS

Finance Committee- Mr. Trapp reported the Finance Committee has not met. He hopes to meet before the next IDB meeting in September.

Land Use Committee – Mr. Asher reported there is a prospect interested in the remaining lot at Bethel Valley. Mr. Mason reported that a contract has been signed to drain the pond at Horizon Center and the work should begin shortly. He also reported that a group of IDB members recently drove the property at Horizon Center and determined that property lines were not easily visible. Discussion regarding having the property surveyed and marked was had. No action was taken.

Special Projects Committee – Mr. Mason reported that a committee meeting is scheduled for August 21 at 4:30 to discuss the PILOT reauthorization for 2014-2017. Meeting location to be determined.

Spec Building Committee – No report.

OLD BUSINESS

Mr. Wilson reported the Memorandum of Understanding between the IDB and the Chamber is a work in progress. Mr. Wilson also reported the TVA InvestPrep Application has been completed. The next step will be a telephone interview with KPMG & TVA, which has not yet been scheduled. Mr. Wilson acknowledged the TVA InvestPrep Application was a joint effort between the IDB, the City and the Chamber. Mr. Wilson presented a letter sent to the IDB by a member of AFORR as an information item. There was no discussion regarding the letter.

NEW BUSINESS

Mr. Wilson reported he had been contacted by an out of state architecture firm who has been commissioned by ORNL to do a development feasibility study on Horizon Center since the Carbon Fiber Technology Facility is located at Horizon. The IDB has provided requested information on Horizon Center.

ADJOURN

Ms. Dunlap made the motion to adjourn the meeting. Mr. Trapp seconded the motion. The motion carried unanimously and the meeting adjourned at 4:34 p.m.

APPROVED BY THE INDUSTRIAL DEVELOPMENT BOARD

September 3, 2013


Harold Trapp
Secretary/Treasurer