

**Industrial Development Board of the City of Oak Ridge
City of Oak Ridge Municipal Building – Training Room**

MONDAY – APRIL 1, 2013– 4:00 pm

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| I. | Call to Order | David Wilson |
| II. | Roll Call | Sandy Sexton |
| III. | Approval of Agenda | David Wilson |
| IV. | Approval of Minutes | David Wilson |
| | a. March 4, 2013 | |
| | b. March 25, 2013 – Special Meeting | |
| V. | Treasurer’s Report | Harold Trapp |
| | a. Financial Statements – March 2013 | |
| VI. | Prospect Activity Report | |
| | a. Prospect Update | Kim Denton |
| VII. | Attorney’s Report | |
| VIII. | Committee Reports | |
| | a. Finance Committee | Harold Trapp |
| | b. Land Use Committee – Horizon Center | |
| | 1. Electrical Power | David Wilson |
| | 2. Signs for Horizon Park | Hal Osucha |
| | 3. Ridge Realty Marketing Report | Ron Asher, Ridge Realty |
| | c. Special Projects Committee | Dave Mason |
| | d. Spec Building Committee | David Wilson |
| IX. | Old Business | |
| | a. State of Tennessee Certified Sites Program | Kathy Barber |
| X. | New Business | |
| | a. Answer Financial (UPS Equipment) | David Wilson |
| XI. | Adjourn | |

Next Regular Scheduled Meeting is Monday, May 6, 2013

Minutes

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

March 4, 2013

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

ROLL CALL

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

Also present were Kenneth R. Krushenski, City Attorney; Kathy Barber, Oak Ridge Economic Partnership; Kim Denton, Oak Ridge Economic Partnership; and Sandy Sexton, Executive Administrative Assistant. .

APPROVAL OF AGENDA

Mr. Patrick amended the agenda by making the following changes:

1. Under New Business Item (a) by adding Work Session

Mr. Trapp made a motion to approve the amended agenda. Ms. Dunlap seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES

Mr. Mason made a motion to approve the minutes of the regular meeting held February 4, 2013. Ms. Dunlap seconded the motion. The motion carried unanimously.

TREASURER'S REPORT

Mr. Trapp reported the financial report. He reported the current balance in the checking account as of February 28, 2013 is \$253,909.00. The balance for the Babcock Construction Draw Account is \$27,670.83. The total amount in the savings account including the Certificate of Deposits and IRA's is \$985,070.00. Ms. Dunlap made a motion to approve the treasurer's report and Mr. Mason seconded the motion. The motion carried unanimously.

PROSPECT ACTIVITY REPORT

Prospect Update – Ms. Denton stated business has picked up. Most of the activity has still been on the larger manufacturing side. She stated they have been in contact with a small office prospect, and a prospect looking for a 100 acre site, which would be a Computer Manufacture who will eventually bring in 1500 jobs to the City. Ms. Denton stated that some automotive prospects and UPF suppliers looking for corporate office space.

Mr. Mason asked Ms. Denton if any of the businesses that she mentioned would be large enough to take up Lot 6 of Horizon Center. Ms. Denton answered yes.

Mr. Wilson asked that at least one of these prospects that Ms. Denton spoke about "we wouldn't fit in the box because the prospects were needing a significant amount of power." "Do you see any industry out there that we are going to get into play without more electrical service than what we can provide right now." Ms. Denton stated it is going to be tough. She stated this particular project the first two phases assuming that we would have went ahead with the electrical enhancement infrastructure we would have been able to satisfy, but the third phase really ramped up with significant power and we would not be able to do that. She stated that if we were able to extend the electrical enhancement infrastructure as discussed that we would definitely be a player, but without the enhancement infrastructure our pool of prospects are going to be smaller.

ATTORNEY'S REPORT

Mr. Krushenski stated they received checks last week from NuSAFE and Oak Ridge Tool which will catch them up on their PILT payments.

COMMITTEE REPORTS

- a. Finance Committee – no report
- b. Land Use Committee – no report
 1. Babcock Services Update/Wetland Study– Ms. Barber stated on March 1st the funds from the Babcock Services grant were deposited into the account. Their business is operating and doing well. They are very appreciative of the services and help they received from the Industrial Development Board.

Ms. Barber also stated the on March 19th a field representative will take a look at the wetland determinations that we had done on area 5 and 6.
 2. NAI Contract – Mr. Wilson made a motion not to extend the contract with NAI. Mr. Osucha seconded the motion. The motion carried unanimously.
 3. Ridge Realty Marketing Report – Mr. Asher stated they've seen very little action. He stated they have received phone calls and various emails, but no new prospects. He also distributed a flyer on vacant/available Bethel Valley Properties.
- c. Special Projects Committee - No report.
- d. Spec Building Committee – No report

OLD BUSINESS

- a. State of Tennessee Certified Sites Program - Ms. Barber stated that she has submitted over 85 documents to the State to get these sites certified. She also stated that a 44 page application to TVA was submitted in support of this program.
- a. Alexander Senior Living, LLC – Mr. Wilson stated he spoke with Mr. Dover, General Manager, who stated they still haven't closed, but they were hoping to get it closed as soon as this week.

NEW BUSINESS

- a. Work Session - Mr. Wilson stated that the board had several topics to discuss as soon as possible at a work session. The board agreed to meet on March 14th with location to be determined.
- b. Award Presentation – Mr. Wilson presented former board Chair, Mr. Biloski, with an award for his hard work and professional services on the Industrial Development Board for the past thirteen years.

ADJOURN

The meeting adjourned at 4:45 p.m.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD

April 1, 2013

Harold Trapp
Secretary/Treasurer

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

March 25, 2013

A regular meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 5:00 p.m. on March 25, 2013 in the Training Room of the Municipal Building. David Wilson, Chairman, called the meeting to order.

ROLL CALL

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

Also present were Kenneth R. Krushenski, City Attorney; Kathy Barber, Oak Ridge Economic Partnership; Kim Denton, Oak Ridge Economic Partnership; Mark Watson, City Manager; Anne Garcia Garland, Councilmember; Chris Nicely and Jeff Bohanan, Protomet and Sandy Sexton, Executive Administrative Assistant.

PROTOMET PILOT APPLICATION

Mr. Wilson introduced Mr. Bohanan, President of Protomet. Mr. Bohanan, who provided a brief overview of Protomet's progress. Mr. Bohanan stated that his company was founded in 1997 and has 45 employees. He stated that the company has now branched out into the marine industry in recent years and it now marketing PTM Edge Watersports products such as grab rails, wakeboards towers, boating mirrors and other products for high-end boats. Mr. Bohanan also showed the proposed Phase II location on the map, and stated they would eventually in the future have a potential Phase III expansion as well.

In 2005 Protomet pursued Phase I expansion that met or exceeded all stated goals for number of employees hired and capital invested. With the success of this cooperative endeavor, Protomet has been able to build a foundation to the East Tennessee region. Last year, Protomet paid \$33,600 in property taxes and, even with a 100%, 5 year abatement for Phase II expansion. Mr. Bohanan stated that Protomet will continue to pay property taxes based on the Phase I investments.

Mr. Bohanan stated that Protomet will continue to serve as a product development factory of the future as they facilitate taking new products to market. As an Oak Ridge based resource, the company serves as a hub of product development and innovation for East Tennessee and the Southeast. Mr. Bohanan stated it is their desire to continue this cooperative partnership with the Oak Ridge Industrial Development Board and the City of Oak Ridge such that they can continue to build on this foundation.

In closing, Mr. Bohanan asked for the board's approval of the 5 year PILOT Incentive of 100% for the proposed Phase II expansion.

Mr. Mason made a motion to approve the application and forward to City Council for their approval. Mr. Patrick seconded the motion. The motion carried unanimously.

ADJOURN

The meeting adjourned at 5:26 p.m.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD

April 1, 2013

Harold Trapp
Secretary/Treasurer