

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

MONDAY – MARCH 4, 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. February 4, 2013 | |
| V. | Treasurer’s Report | Harold Trapp |
| | a. Financial Statements – January 2013 | |
| VI. | Prospect Activity Report | |
| | a. Prospect Update | Kim Denton |
| VII. | Attorney’s Report | |
| | a. NuSAFE PILOT Dissolution | Ken Krushenski |
| | b. Oak Ridge Tool | |
| VIII. | Committee Reports | |
| | a. Finance Committee | Harold Trapp |
| | b. Land Use Committee – Horizon Center | |
| | 1. Electrical Power | David Wilson |
| | 2. Babcock Services Update/Wetland Study | Kathy Barber |
| | 3. NAI Contract | David Wilson |
| | 4. 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 |
| | b. Alexander Senior Living, LLC | David Wilson |
| X. | New Business | |
| XI. | Adjourn | |

Next Regular Scheduled Meeting is Monday, April 1, 2013

Minutes

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

February 4, 2013

A regular meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 4:00 p.m. on February 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, David Mason, Hal Osucha, Buzz Patrick, Harold Trapp, and David Wilson. Chris Johnson was absent.

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

APPROVAL OF AGENDA

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

1. Under Old Business Item (b) by adding Update of the Alexander Senior Living, LLC.
2. Under New Business Item (a) by adding Discussion of a Work Session.

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

APPROVAL OF MINUTES

Ms. Dunlap made a motion to approve the minutes of the regular meeting held January 7, 2013. Mr. Trapp seconded the motion. The motion carried unanimously.

Ms. Dunlap made a motion to approve the minutes of the special meeting held January 15, 2013. Mr. Osucha 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 4, 2013 is \$279,760.00. The balance for the Babcock Construction Draw Account is \$27,671. The total amount in the savings account including the Certificate of Deposits and IRA's is \$986,103.00. Mr. Osucha thanked Ms. Cook for the quick response in preparing our financial reports for this meeting. Mr. Osucha made a motion to approve the treasurer's report and Ms. Dunlap seconded the motion. The motion carried unanimously.

PROSPECT ACTIVITY REPORT

Prospect Update – Ms. Denton stated there has been some activity, mostly on the manufacturing side. She stated there was a German automotive project they are waiting to hear back on. Ms. Denton stated there are several projects they are working on, but no new updates. Ms. Denton stated they were

seeing larger manufacturing projects that are looking for larger properties. Ms. Denton stated that there was more activity now than there was all year in 2012.

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 was absent, but Mr. Wilson reported that he spoke with Mr. Krushenski and there are no new updates on NuSAFE.

COMMITTEE REPORTS

- a. Finance Committee – no report
- b. Land Use Committee – no report
 1. Babcock Services Update/Wetland Study– Ms. Barber stated we now have an executed contract. We should be seeing the reimbursements coming in so we can close that account out.

Ms. Barber also stated the wetland studies are complete and there was one area that was a wetland determination. She also stated that the borings should be completed by the end of this week.
 2. NAI Marketing Report – Mr. Sam Tate was absent. Mr. Wilson stated he spoke with Mr. Tate earlier concerning their contract. Mr. Wilson asked Mr. Tate to send a draft contract to the board next month for consideration.
 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 – Mr. Wilson asked if we had a spec building underway right now, would we be in a better position for some of these prospects looking for larger space. Ms. Denton stated “yes”. She stated she felt we were missing out because we don’t have a spec building.

OLD BUSINESS

- a. State of Tennessee Certified Sites Program - Ms. Barber stated that the wetland studies and the borings were the end of this project.
- a. Alexander Senior Living, LLC – Mr. Wilson stated he spoke with Mr. Dover, General Manager, and asked him to keep the board informed of their schedule. Mr. Dover stated that in 10 days everything should be closed and they can begin demolition. Mr. Dover also wanted to thank the Industrial Development Board for their hard work and extend his appreciation. He also stated this board was the most pleasant entity he has ever worked with.

NEW BUSINESS

- a. Work Session - Mr. Wilson stated he would like for everyone to get their thoughts and ideas together and plan a work session to discuss several topics on how the board operates and functions, and what their plans were for the board in the upcoming year. Mr. Wilson also stated that he would send out a draft agenda and plan a work session next month.

ADJOURN

The meeting adjourned at 5:00 p.m.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD

March 4, 2013

Harold Trapp
Secretary/Treasurer