

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

January 5, 2015

A regular meeting of the Industrial Development Board of the City of Oak Ridge, Tennessee, convened at 4:00 p.m. on January 5, 2015 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, Dave Mason, Hal Osucha, Buzz Patrick, Harold Trapp, and David Wilson.

The following members were absent: Chris Johnson

Also present were: Rick Dover, Dover Development; Ronnie Asher, Ridge Realty; Ken Krushenski, Oak Ridge City Attorney; Parker Hardy, President, Chamber of Commerce; Ray Evans, City of Oak Ridge; Steve Jones, City of Oak Ridge; and Jennifer Johnson, Executive Administrative Assistant to the IDB.

APPROVAL OF THE AGENDA

Mr. Mason made a motion to approve the agenda. Mrs. Dunlap second the motion. The motion carried unanimously.

APPROVAL OF THE MINUTES

December 1, 2014 – Mr. Mason made a motion to approve December 3, 2014 meeting minutes. Mr. Trapp second the motion. The motion carried unanimously.

TREASURER'S REPORT

Mr. Johnson was absent. Ms. Johnson reported the balance in the general fund is \$195,676.21. Interest income accrued for the general fund and money market accounts total \$258.00. The payments made during the month were for landscaping, utilities, and IDB support.

Mr. Osucha asked Ms. Johnson if there was a payment made yet on the outstanding CAM fee. Mr. Johnson responded there has not been a payment made and she would follow up.

Mrs. Dunlap made a motion to accept the financial reports given. Mr. Patrick seconded the motion. The motion carried unanimously.

PROSPECT ACTIVITY REPORT

Mr. Hardy reported retail and commercial activity at this time are at a halt. He plans on attending the ICSC show in Vegas in May. He anticipates store openings in February for most of the tenants in the small shops located adjacent to Kroger. The construction of the strip center located next to the Pizza Inn is on target: Retail Strategies consultants will be visiting sometime during the first quarter.

Mr. Mason asked Mr. Hardy if there were any prospects for the area that Lincolns was located. He responded that he wasn't aware of any prospects at this time. Ray Evans indicated that there were prospects looking at that property.

Ray Evans reported on a couple of TIF related items. Construction on the last vacant parcel in Woodland Terrace should start in February. The construction plans were approved and the developers are soliciting

bids from contractors. He also added to anticipate in late third quarter seeing the Main Street Oak Ridge TIF come back before the IDB. Demolition and construction has started on the upgrades to the Jackson Square area.

Mr. Jones reported that he met with a prospect in Nashville during the last meeting in December and the discussions are going very well. Some new prospect activity in November, a lot of smaller companies. He has not received much feedback from them in the month of December. Mr. Jones mentioned that he requested the abatement application from Ms. Johnson and there are a couple of companies that are in process of applying.

Mr. Osucha asked Mr. Jones what the status of the proposal to have DOE in regards to combining Areas 6 & 7. Mr. Jones responded that a preliminary environmental assessment and site evaluations were completed to determine what all needed to be done. Mr. Jones stated it has been put on hold until the prospect show more interest in the property. There have been discussions with DOE but everything is on hold right now.

Mr. Wilson asked Mr. Jones if there was a time limit on the site certification for Area 6. He responded that the certification process is every 3 years.

Mr. Osucha asked Mr. Evans if the IDB needs to re-apply for that certification. He responded that he has not heard if the State will continue the certification program.

Mr. Chinn asked Mr. Jones what is the possible timeline for the 2 -3 prospects that are interested. Mr. Jones responded that he would have liked to have seen a couple of announcements made last quarter but it's been his experience that the prospect will indicate that they are going to make a decision in 90 days and it turns out they make a decision in the next year.

ATTORNEY REPORT

Mr. Krushenski reported that there is no legal activity to report.

COMMITTEE REPORTS

- a. Finance Committee – Ms. Johnson is going to coordinate with the Finance Committee members to schedule the quarterly meeting.
- b. Land Use Committee –
 1. See Old Business.
 2. Ridge Realty Marketing Report – Mr. Asher provided a quarterly marketing report to the Board for review. He had 4 prospect in that last quarter that expressed interest in the last Bethel Valley parcel. He is currently working with two of them.
- c. Special Projects Committee – Mr. Mason deferred to Ms. Johnson to report of the progress of the new IDB website. Ms. Johnson reported the progress on the website (ORIDB.net) is moving along well. Links to the IDB programs were added and that she is currently working with Mr. Osucha on gathering specified information for the Horizon Center lots to add to the properties page. Ms. Johnson also added that some pages are still in developmental stages and asked the Board to take a look at the website and offer any feedback.
- d. Spec Building Committee – No report.
- e. Policies and Procedures Committee – No Report.

OLD BUSINESS

Spring Landscape Bid Package – Mr. Wilson reported that last month the Board did vote to extend the contract with Diversified Landscape Services however, Mr. Chinn was not able to attend that meeting to offer his voice on the matter due to a death in the family. Mr. Wilson would like to give Mr. Chinn the opportunity to present his thoughts on this issue. Mr. Chinn expressed that he was not happy with the quality of work out at Horizon Center was mediocre. He believes the landscaping could look more appealing with controlled fertilizing and preventive maintenance with weed protection. He expressed that the IDB could get a better quality job and at a quality price, if the IDB put the contract out for bid. Mr. Osucha stated that Horizon Center is inspected on a monthly basis and the work being performed follows the specification of the contract in place. He expressed the company is local and he is pleased with their work.

After some lengthy discussion, Mr. Trapp made the motion to extend the contract with the current company in place to 90 days and place the landscape contract out for bid. Mr. Chinn seconded the motion.

Mr. Patrick inquired if the City had bid out the original contract and if the IDB awarded the contract to the same contractor. There were multiple responses that the City prepared the contract but that it was a separate division that does the landscaping for the City. Mr. Patrick also stated that if the current company is not meeting the specifications of the contract then give them the opportunity to remediate it or change the specifications in the contract.

Chairman called the Board to vote, the results are as follows:

6 – Yeas
1 – Nay

NEW BUSINESS

1. Status of Election of New IDB Members – Mr. Wilson notified the Board that City Council will be electing the new members for the 2015-16 IDB Board on January 12, 2015. Mr. Patrick made the motion to wait until the regular February IDB meeting to vote on the new officers. Mr. Chinn seconded the motion. Motion carried unanimously.
2. Approval of Assignment of lease relating to Alexander Inn – Mr. Patrick made the motion to approve. Mr. Mason seconded the motion. Motion carried unanimously.
3. Approval of Resolution to Appoint Steve Jones to the FTZ – Mr. Mason made the motion to approve. Mr. Patrick seconded the motion. Motion carried unanimously.

ADJOURN

Mr. Mason made a motion to adjourn the meeting. Mr. Chinn second the motion. The motion carried unanimously.

The meeting adjourned at 4:55 p.m.

APPROVED BY THE INDUSTRIAL DEVELOPMENT BOARD
February 2, 2014



Chris Johnson
Secretary/Treasurer