

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

**February 2, 2015**

A regular meeting of the Industrial Development Board of the City of Oak Ridge, Tennessee, convened at 4:00 p.m. on February 2, 2015 in the Training Room of the Municipal Building. Buzz Patrick; Vice-Chairman, called the meeting to order.

**ROLL CALL**

The following members were present: Richard Chinn, Hal Osucha, Buzz Patrick, Harold Trapp, Phillip Yager, and David Wilson.

The following members were absent: Louise Dunlap, Chris Johnson, and Dave Mason

Also present were: Bryan Mills, ACHW; Ronnie Asher, Ridge Realty; Ken Krushenski, Oak Ridge City Attorney; Parker Hardy, Chamber of Commerce; Ray Evans, City of Oak Ridge; and Jennifer Johnson, Executive Administrative Assistant to the IDB.

**APPROVAL OF THE AGENDA**

Mr. Wilson made a motion to approve the agenda. Mr. Trapp second the motion. The motion carried unanimously.

**APPROVAL OF THE MINUTES**

January 5, 2014 – Mr. Wilson made a motion to approve January 5, 2015 meeting minutes. Mr. Osucha second the motion. The motion carried unanimously.

**IDB ELECTION OF OFFICERS**

Mr. Osucha nominated David Wilson for Chairman. Mr. Trapp second the nomination. The nomination passed unanimously. Mr. Wilson will continue as Chairman.

Mr. Osucha nominated Buzz Patrick for Vice Chairman. Mr. Chinn second the nomination. The nomination passed unanimously. Mr. Patrick will continue as Vice Chairman.

Mr. Patrick nominated Chris Johnson for Secretary/Treasurer. Mr. Osucha second the nomination. The nomination passed unanimously. Mr. Johnson will continue as Secretary/Treasurer.

**TREASURER'S REPORT**

Mr. Johnson was absent. Ms. Johnson reported the balance in the general fund is \$188,936.64. Interest income accrued for the general fund and money market accounts total \$253.00. The payments made during the month were for landscaping, utilities, website, and IDB support.

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

**PROSPECT ACTIVITY REPORT**

Mr. Hardy reported in the last twelve months, his organization worked with 93 retail and commercial firms. There are 35-40 that he classified as "dead", which means they either stopped responding or they

are not interested in coming to Oak Ridge. He plans to take a delegation to the ICSC in May to continue to build relationships with other prospective companies interested in coming to Oak Ridge.

Three things seem to be driving their interest in coming to Oak Ridge. One is the success of Wescott Center, which had opened their first business open last week and another to open the last week of February. Second, is the anticipation of Main Street Oak Ridge and last, there continues to be interest from retail and commercial entities regarding the upcoming UPF project bringing in new jobs.

Mr. Chinn asked Mr. Hardy what seemed to be the big factor on the wait for the firms that have expressed interest in moving to Oak Ridge. Mr. Hardy responded sometimes this can be a very slow process. It can be factors like some companies want to co-locate. This is where a company only wants to come to Oak Ridge to be located next to another specific business. There can be many factors that slows the development process.

Mr. Osucha asked Mr. Hardy about the 84 Lumber property and if anyone was looking at it. Mr. Hardy responded, there has not been anyone interested in that property in a long time.

Mr. Evans reported that directly related to this Board, the remaining property located in current the TIF district, construction is slated to start on a 15,000 sq. ft. center in the middle of February with completion set about 3 months thereafter. There is a dental and a restaurant related tenant to move in.

Mr. Evans also reported that Main Street Oak Ridge continues to progress very well. There was some strong retail leasing last week, there were some strong efforts towards with contracts regarding the multi-family housing and hotel. There will be an item on the planning commission agenda for the 19<sup>th</sup> of February that is related to this project. It will be an amendment to the UB-2 zone that will allow multi-family housing within the UB-2 zone. It will go before City Council in March, and Crosland will request then to rezone the entire property UB-2 with a planned unit development overlay.

#### **ATTORNEY REPORT**

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

#### **COMMITTEE REPORTS**

- a. Finance Committee – Ms. Johnson reported the Finance Committee reviewed the following items: state statues for developing policies and procedures regarding deposits and investments of IDB funds, review of 2<sup>nd</sup> quarter actuals, and review of the Tennessee Municipal League Risk Management policy. There is still one CAM fee that is listed with an outstanding balance. Ms. Johnson will send a copy of the notification over to Mr. Krushenski to review for possible legal action. Ms. Johnson will be planning the next Finance Committee meeting for April.

Mr. Wilson also added that the Finance Committee discussed changing the terminology on the finance reports to correspond with the terminology used in the state audit report.

Mr. Trapp made the motion to approve the Finance Committee report as given. Mr. Osucha second the motion. The motion carried unanimously.

- b. Land Use Committee –
  1. Revisit Option III for Diversified Landscape Services – Mr. Osucha would like to modify the current contract in place to 90 days while the Land Use Committee works on getting the landscape bid package together. This will cover the landscape maintenance at Horizon Center until the new contract is in place. Mr. Osucha made the motion to revise Option III from the dates of 2/2/2015 through 6/30/2015 with three – (1) month options to renew. Mr. Patrick second the motion for discussion. After some discussion, Mr. Osucha restated his original motion. Mr. Patrick second the motion. The motion carried unanimously.

2. Ridge Realty Marketing Report – Mr. Asher reported that he has been in contact with a prospect and hopes to hear something back from them next week.
- c. Special Projects Committee – Ms. Johnson reported the website is still making great progress. There was an “In the News” tab added. She will be meeting with Knoxville Internet for training on maintaining the website in the next couple of weeks. Ms. Johnson also added again that some pages are still being developed and asked the Board to take another look at the website and offer any feedback or suggestions.
- d. Spec Building Committee – No report.
- e. Policies and Procedures Committee – No Report.

#### **OLD BUSINESS**

No Report.

#### **NEW BUSINESS**

1. Approval of Resolution to Change Louise Dunlap’s Term to 2018 – Mr. Patrick made the motion to approve. Mr. Chinn seconded the motion. Motion carried unanimously.

#### **ADJOURN**

Mr. Patrick made a motion to adjourn the meeting. Mr. Yager second the motion. The motion carried unanimously.

The meeting adjourned at 4:42 p.m.

APPROVED BY THE INDUSTRIAL DEVELOPMENT BOARD

March 2, 2015



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Chris Johnson  
Secretary/Treasurer