

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

**August 6, 2012**

A regular meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 4:00 p.m. on August 6, 2012 in the Training Room of the Municipal Building. Chairman, William Biloski called the meeting to order.

**ROLL CALL**

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

Also present were Kathy Barber, Oak Ridge Economic Partnership; Kim Denton, Oak Ridge Economic Partnership; Sam Tate, NAI Knoxville. Sandy Sexton, Executive Administrative Assistant was absent.

**APPROVAL OF AGENDA**

Mr. Biloski added item b. under New Business titled State of Tennessee Department of Economic Development Certified Sites Program. Mr. Mason made a motion to approve the addition and Mr. Chinn seconded the motion. The motion carried unanimously.

**APPROVAL OF MINUTES**

Mr. Wilson made a motion to approve the minutes of the regular meeting held July 2, 2012. Mr. Chinn seconded the motion. The motion carried unanimously. Mr. Mason asked for clarification that the Industrial Development Board meetings would remain the same as they are now, being the first Monday of each month, the question was confirmed.

**TREASURER'S REPORT**

Mr. Trapp stated that there were several changes that need to be made to the June and July Financial Reports to the board. Mr. Trapp stated that the Certificate of Deposit (CD) was rolled over at the Community Trust Bank with a maturity date of June 5, 2013 and the CD from Citizens National Bank was rolled over with a maturity date being July 5, 2013 both with a rate of 0.9%. Mr. Trapp stated that everything has been paid up to date and the checking account balance is approximately \$161,004.90. Mr. Wilson made the motion to accept the Treasurer's Report as presented. Mr. Johnson seconded the motion. The motion carried unanimously. Mr. Trapp stated he spoke with the auditor and he will be starting last year's audit next week. Mr. Wilson made a motion to approve the report. Mr. Chinn seconded the motion. The motion carried unanimously.

**PROSPECT ACTIVITY REPORT**

- a. Prospect Update - Ms. Denton reported that the prospect activity has picked up over the past couple of weeks and with that brings encouragement. There tends to be more of a demand for manufacturing space than office space at this time. When the DOE offices were removed from the federal building they were looking for some office space and we were able to keep them here in Oak Ridge. There is also a prospect visit sometime this week of a food processor that is looking at several different sites. There is also a broad mixture of other businesses looking to come to Oak Ridge as well. Ms. Denton stated that they are working with a total of 15 actual prospects at this time. Jesse Smith, Innovation Valley, is also working on about 9 prospects other than the ones that Ms. Denton referenced. There have been more projects than they have been able to submit on because those projects were looking for specific space or buildings. The

requirements are ranging from 42,000 to 120,000 square feet. The average has been about 75,000 to 100,000 square feet.

- b. Babcock Services Update – Mr. Biloski stated that this has been a very busy month and Ms. Kathy Barber has done a really good job working on this project. Mr. Biloski shared a picture of where the site stands at this point. He also stated that they have received an escrow check and subsequently signed four (4) agreements. Mr. Trapp set up a separate escrow account for this project. Mr. Biloski stated they have made their first payment to Barge & Waggoner and endorsed the first change order. This is a state grant and Babcock is paying our porting of that state grant. Ms. Barber stated that this project is going well and they will bring approximately 114 jobs to Oak Ridge.

### **ATTORNEY'S REPORT**

RSI Property Purchase Report – Mr. Krushenski deferred this to the chairman, Mr. Biloski. Mr. Krushenski stated that he spoke with RSI's attorney and said everything was a go, and the paperwork was ready. Mr. Biloski stated that the RSI purchase is ready for closing on August 10, 2012.

### **COMMITTEE REPORTS**

- a. Finance Committee - No action taken

- b. Land Use Committee

1. Horizon Center Entrance Work/Landscaping/Sprinkler – Mr. Osucha stated they were looking for a couple sprinkler contractors to help with completion and they are hoping to put a bid package together by the August 20<sup>th</sup>. Mr. Osucha stated that he hopes to have the sprinkler system up and running by November.
2. NAI Marketing Report – Sam Tate, NAI, presented NAI's report and stated that the only action they are working with is a manufacturing firm which would require about 200,000 square feet and that an existing building would not work, they would need to build. Mr. Tate stated that he thought the Horizon Center would be a great location for this facility.
3. Ridge Realty Marketing Report – Ron Asher wasn't available to discuss any information. Mr. Osucha stated that there have been several prospects interested in the parcels in Bethel Valley, but nothing has been confirmed at this time.

- c. Special Projects Committee

1. Process for Awarding Future Grants - Mr. Mason stated that there was no new report at this time and the policy is in effect.

- d. Spec Building Committee

Mr. Wilson stated that there has not been any activity from this committee. He stated that financing is available should we need it.

### **OLD BUSINESS**

TIF Project Update – Mr. Biloski stated that the TIF was approved for the amount of \$605,336.00, with one change order of \$5084.00, and a check has been received from the developers. To date the total amount paid out is \$233,403.30 which leaves a balance of \$377,016.70.

**NEW BUSINESS**

- a. Due to Labor Day Holiday on September 3<sup>rd</sup>, the next meeting date will be on Tuesday, September 4, 2012.
- b. Ms. Kathy Barber stated that the State of Tennessee Department of Economic Development has launched a certified site program called *Select Tennessee Certified Sites*. Since other states as well as other parts of Tennessee have similar programs, participation will make Oak Ridge more competitive. The process is a lengthy RFI and review process with the site consultant firm hired by the State ECD. A phase I will be required as well as some geo-tech work in order to be certified. Although all sites – certified and uncertified – will be presented to prospects, Select Tennessee Certified Sites will have a unique advantage when presented, due to the comprehensiveness of the information assembled. There are also times when clients request only certified sites.

**ADJOURN**

Mr. Mason made a motion to adjourn the meeting. Mr. Wilson seconded the motion. The Motion carried unanimously and the meeting adjourned at 4:30 pm.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD  
September 10, 2012



Harold Trapp  
Secretary/Treasurer