

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

December 3, 2012

A regular meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 4:00 p.m. on December 3, 2012 in the Training Room of the Municipal Building. David Wilson, Vice-Chairman, called the meeting to order.

ROLL CALL

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

Also present were Kathy Barber, Oak Ridge Economic Partnership; Kim Denton, Oak Ridge Economic Partnership; Kenneth R. Krushenski, City Attorney; Ron Asher, Ridge Realty and Sandy Sexton, Executive Administrative Assistant. Sam Tate, NAI Knoxville was absent.

APPROVAL OF AGENDA

Mr. Trapp made a motion to approve the agenda and Mr. Patrick seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES

Mr. Mason made a motion to approve the minutes of the regular meeting held November 5, 2012. Ms. Dunlap seconded the motion. The motion carried unanimously.

TREASURER'S REPORT

Mr. Trapp reported the current balance as of December 2, 2012 is \$297,477.08. Mr. Osucha made a motion to approve the Treasurer's Report and Ms. Dunlap seconded the motion. The motion carried unanimously.

PROSPECT ACTIVITY REPORT

- a. Prospect Update – Ms. Denton was pleased to report that the prospect activity has been busy. There has been a good mix of manufacturing projects, data center labs, pharmaceuticals, and biofuels. She stated this was very encouraging and it's the most activity they have seen all year.
- b. Babcock Services Update – Ms. Barber stated they were no new updates. We are still waiting on the contract to be signed and returned to us. There is one change order that hasn't been paid out of the account, therefore once it is paid, the account can be closed out.

ATTORNEY'S REPORT

Mr. Krushenski reported that the NuSAFE PILOT Dissolution was still being processed.

COMMITTEE REPORTS

- a. Finance Committee – no report
- b. Land Use Committee
 1. Horizon Center Landscaping/Sprinkler Committee Report – Mr. Osucha stated the landscaping project was going very well. He stated there was a budget of \$25,000 for this project and with the bush hogging being complete, there are still funds available. He stated he met with Mr. Holbrook and they are ready to start working on the landscaping at both entrances. Mr. Osucha made a motion for the board to approve the committee's recommendation of \$9600 to Diversified Lawn Services to start work at both the east and west entrance ways of the site. Ms. Denton stated that it showed beautifully when potential prospects visited the site. Mr. Osucha stated that the area might need to be bush hogged again in the spring and that it should look pretty nice. Mr. Chinn seconded the motion. The motion carried unanimously.
 2. Horizon Center Electrical Enhancement – Mr. Wilson referred to a letter from Mr. Suggs, the city's Electrical Director, stating that Lot 26A and easement is proceeding as expected.
 3. NAI Marketing Report – Mr. Sam Tate wasn't available to comment, but Ms. Denton stated that she has been working with Mr. Tate on a flyer to send out via email hopefully before the end of the year.
 4. Ridge Realty Marketing Report – Ron Asher stated he had nothing to report.
- c. Special Projects Committee - No report; no ongoing action.
- d. Spec Building Committee - Mr. Wilson stated he had nothing to report.

OLD BUSINESS

- a. State of Tennessee Certified Sites Program - Ms. Barber stated that the ground work has been started on Phase 1.
 1. Boring/Engineering Contract – Ms. Barber stated that Mr. Ray Evans has been working on sites. Mr. Wilson stated a RFP has been sent out and 1 bidder responded. Mr. Evans passed out a Boundary Survey which contained the Select Tennessee criterion. Mr. Evans stated that he was willing to help assist the board at no cost. He stated that he would get with Ms. Sexton and send an email solicitation to several companies for quotes. Ms. Dunlap made a motion that the board accepts Mr. Evans assistance. Mr. Mason seconded the motion. The motion carried unanimously.

1. South Illinois Avenue Development TIF – Mr. Wilson stated that this project is completed and paid in full.

ADJOURN

Mr. Mason made a motion to adjourn the meeting. Mr. Johnson seconded the motion. The Motion carried unanimously and the meeting adjourned at 4:40 pm.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD

January 7, 2013



Harold Trapp
Secretary/Treasurer