

INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE
MINUTES

DATE: January 3, 2012

TIME: 4:00 pm

PLACE: Municipal Building Training Room

PRESENT: Board Members: William Biloski, Richard Chinn, Louise Dunlap, Chris Johnson, David Mason, Hal Osucha, Buzz Patrick, Harold Trapp, David Wilson
Executive Director: Kim Denton

ABSENT: None

ALSO PRESENT: Elisabeth Brown, Oak Ridge Economic Partnership; Parker Hardy, Oak Ridge Chamber of Commerce; Kathryn Baldwin, COR; Steve Jenkins, COR; Lowell Strunk, BWSC; Kathy Barber, Oak Ridge Economic Partnership; Sam Tate, NAI Knoxville; Anne Garcia-Garland, Oak Ridge City Council; Mark Watson, COR.

Mr. Biloski called the meeting to order at 4:01 p.m.

Approval of Agenda

Mr. Mason made a motion to approve the agenda as submitted. Mr. Wilson seconded the motion. Motion carried with all in favor.

Approval of Minutes

Mr. Wilson made a motion to approve the minutes of the regular meeting held December 5, 2011. Mr. Trapp seconded the motion. Motion carried with all in favor.

Treasurer's Report

Mr. Trapp reported the November Financial Report. Mr. Trapp reported the checking account balance is approximately \$259,890. Mr. Trapp reported the change in the checking account balance was the only variation from the financial report as submitted. Mr. Wilson made the motion to accept the Treasurer's Report as presented. Mr. Chinn seconded the motion. Motion carried with all in favor.

Prospect Activity (Executive Director) Report

Ms. Denton reported that prospect activity continues to be slow. She reported a site consultant mailing is forthcoming. She also reported she, along with the Innovation Valley Director of Technology, are in the process of developing a recruiting strategy for the carbon fiber technology target sector. Ms. Denton feels it is imperative to utilize on the Carbon Fiber Technology Center at Horizon Center as a key component of Oak Ridge's recruiting strategy. Unfortunately, she reported not seeing much in the way of prospect activity from TVA or the State.

FastTrack Grant Updates

Ms. Denton was pleased to report the direct deposit from the 1st Pay Request in the amount of \$24,333.18 has been received. She stated other pending Pay Requests should be received in the coming weeks.

Sewer Line Update

Mr. Strunk reported the force/main line is approximately 90% complete and threaded under the bridge. He also reported the wet well is in. He estimates the entire project is 55% complete from a financial standpoint. Mr. Strunk reported the completion of the pump station, asphalt work and pavement repair are the 3 "big ticket" items remaining. Mr. Strunk indicated there may be a change order in the works and it was discussed any change orders would need to be submitted the Board in writing.

Land Clearing Update

Mr. Strunk reported the land clearing is going slowly. Mr. Strunk stated that B&D has been delayed approximately 2 weeks after TDEC informed them they needed to catch up on seeding and mulching of areas already cleared. Mr. Strunk further informed the board that after seeding/mulching was completed, TDEC came and re-inspected the site and was pleased with the work done. Mr. Strunk estimates the project is 52% complete.

IDB/OREP Board Work Session Follow-Up

Ms. Denton stated she does not have anything to report at this time. She is working with Lawrence Young and anticipates being able to present an update at next month's meeting.

Attorney's Report

1. Omega Consultants PILOT Lease Documents

Mr. Krushenski reported the Omega PILOT closing has taken place. He stated that approximately 20% of the closing fee will be sent to Roane County per agreement.

2. ATC Nuclear PILOT Lease Status

Mr. Krushenski reported that ATC is not pursuing a PILOT at this time.

3. HJN Properties CAM Lien Fee

Mr. Krushenski reported he had received an email from HJN Properties' attorney stating the outstanding CAM fee payment would be forthcoming. He does not feel a lien will be necessary.

4. Appalachian Underwriters Grant Agreement

Mr. Krushenski stated draft documents regarding the agreement with Appalachian Underwriters are in progress.

5. Updated Policy Documents: PILOT/TIF

Mr. Krushenski has the updated PILOT/TIF documents approved by City Council and will send them electronically to the board.

6. Bylaws Revision

The Bylaws have been revised to accommodate the City's schedule of getting all boards/commission on the same election cycle. Mr. Patrick made a motion to approve the Bylaws as revised and presented. Ms. Dunlap seconded the motion. Motion carried with all in favor.

Committee Reports

1. Finance Committee

Mr. Trapp reported that the Finance Committee has not met.

2. Land Use Committee

a. Horizon Center Electrical Infrastructure Update

Mr. Biloski reported the DOE Notice of Flood Plain comment period has been closed. Mr. Biloski anticipates DOE will be meeting in January to discuss.

b. Horizon Center Entrance Work

Mr. Osucha reported the East entrance of Horizon Center is not open due to road widening. He also stated the West entrance to the park will not close until the East entrance has been reopened.

3. Special Projects Committee

a. Horizon Center NAI Proposal

Mr. Mason informed the board the NAI proposal is in their packet. He discussed the revised proposal pointing out the change in fee structure per the IDB's request. It was further discussed what NAI's role would be on the closing of a property of which they had not participated in the sale. Ms. Dunlap made a motion to approve the revised NAI proposal as submitted. Mr. Johnson seconded the motion. Motion carried with all in favor.

b. Process for Awarding Future Grants

Mr. Mason reported he will try to convene a committee meeting this coming month to discuss this issue.

4. Spec Building Committee

No report.

Old Business

South Illinois Avenue Economic Impact Plan (TIF)

1. Resolution to Oak Ridge City Council and Anderson County Commission

Mr. Biloski informed the board that both the City Council and the County Commission had unanimously approved the TIF proposal.

2. Update on TIF Financing Proposal

Mr. Biloski stated a public notice has been placed in the newspaper requesting financing proposals. Once that request period closes, the proposals will be reviewed by the Finance Committee.

New Business

PILOT Client Reports

Ms. Denton reported that letters had been sent to all current PILOT recipients and that PILOT Annual Reports will be due on January 31. Mr. Biloski mentioned that Ms. Fallon will assist with these reports.

Election of Officers

Mr. Osucha made a motion to retain the three current IDB officers (Mr. Biloski as Chair; Mr. Wilson as Vice-Chair and Mr. Trapp as Secretary/Treasurer). Mr. Chinn seconded the motion. Motion carried with all in favor.

Adjournment

Mr. Wilson made a motion to adjourn the meeting. Mr. Trapp seconded the motion. Motion carried with all in favor and the meeting adjourned at 4:52 pm.



Harold Trapp
Secretary/Treasurer