

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

November 4, 2013

A regular meeting of the Industrial Development Board of the City Oak Ridge, Tennessee, convened at 4:00 p.m. on November 4, 2013 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, Melissa Freiderich, Chris Johnson, David Mason, Hal Osucha, Buzz Patrick, Harold Trapp and David Wilson.

Also present were Parker Hardy, President, Chamber of Commerce; Steve Jones, Ray Evans and Steve Jones, City of Oak Ridge and Sandy Sexton, Executive Administrative Assistant. Kenneth R. Krushenski, City Attorney.

APPROVAL OF AGENDA

Mr. Patrick made a motion to amend the agenda by moving the New Business Item under the Treasurer's Report. Ms. Dunlap seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES

October 7, 2013 - Ms. Dunlap made a motion to approve minutes. Mr. Mason seconded the motion. The motion carried unanimously.

TREASURER'S REPORT

Mr. Trapp reported the current balance in the checking account as of November 4, 2013 is \$231,174.93. Ms. Dunlap made a motion to approve the treasurer's report and Mr. Johnson seconded the motion. The motion carried unanimously. Mr. Mason asked for a copy of the final budget be mailed out to all board members. Mr. Osucha stated he would send that out. Mr. Osucha asked if all the CAM Fees were in and Mr. Trapp stated all have been received.

NEW BUSINESS

Crosland TIF Fee Waiver Request – Mr. Wilson stated Crosland has requested IDB to waive the application and administrative fees provided for in the TIF Policies and Procedures. Mr. Johnson made a motion to waive all the fees. Ms. Dunlap seconded the motion. The motion carried unanimously.

PROSPECT ACTIVITY REPORT

Prospect Update –Mr. Hardy reported the that Mr. Jones has been working on the UPF project and Retail Commercial activity remains about the same a lot driven by the new Kroger center and the potential mall redevelopment. Mr. Hardy stated we are getting a surprisingly amount of restaurant activity. About 40% of all retail projects in the country have been restaurant activity, mostly franchise driven. Mr. Hardy wanted to acknowledge the Fairbanks project and stated it was looking great and thanked Mr. Chinn for his progress.

ATTORNEY'S REPORT

Alexander Inn Closing (PILOT) - Mr. Krushenski stated the Guess House Alexander Senior Living, LLC has closed. Mr. Krushenski stated he has a copy of the check of \$32,192.05 for their percentage of taxes which will be mailed to himself for IDB. .

COMMITTEE REPORTS

Finance Committee Audit Report - Mr Trapp reported that Mr. Isabell should have the audit report complete and to the board next week.

Budget 2013-2014 – Mr. Trapp stated there were several changes that needed to be made to the draft report. He also stated the audit services would remain the same for the annual audit. Mr. Johnson thanked the board for their hard work on the budget process. Mr. Oucha made a motion to approve the budget marked draft dated 9/19 making an accounting adjustment of \$2,400.00 vs. \$3,000.00 and adding \$12,000.00 for the Chamber services. Mr. Johnson seconded the motion. The motion carried unanimously.

Land Use Committee – Mr. Osucha reported the landscaper requested replacing the flower bulbs at Horizon Center. Mr. Osucha made a motion to approve the \$250.00 for this project. Mr. Mason seconded the motion. The motion carried unanimously.

Diversified Landscaping Services - Mr. Osucha reported that Diversified Landscaping Services contract was for 18 months. Mr. Osucha stated the board needs to make a decision whether or not to extend the contract through the end of winter. Mr. Chinn stated if the board was going to go out for bids for this project, it would be best to get new bid during the winter months. Ms. Dunlap made a motion of renewing the option to extend the contract with Diversified until December 14, 2013. Mr. Mason seconded the motion. The motion carried unanimously.

ADJOURN

The meeting adjourned at 4:25 p.m.

APPROVED BY INDUSTRIAL DEVELOPMENT BOARD

January 6, 2014



Harold Trapp
Secretary/Treasurer