

**MINUTES OF THE BRISTOL TENNESSEE
INDUSTRIAL DEVELOPMENT BOARD
March 26, 2018**

IDB Members Present:

Nancy Cook – Secretary/Treasurer
Dirk Crandell
David Hyde – Vice Chairman
Raj Venkataraman
David Wagner - Chairman

Staff

Tom Anderson
Mike Sparks

Also

Tammy Childress – Bristol Herald Courier
April Eads – BTES
Jaima Helbert – Public Venue
Chad Keen – Councilman and Council representative
John Luttrell – Community Relations
Clay Walker - NETWORKS

Call to Order:

Chairman David Wagner opened the March 26, 2018 Industrial Development Board meeting at 12:05 p.m. Roll call was made and Chairman Wagner declared a quorum present.

Approval of the February 26, 2018 Minutes:

David Wagner asked if there were any deletions or amendments to the February 26 Minutes. Mrs. Cook asked that the word “Approval” be changed to “Acceptance” in the agenda item **Review and Approval of the Industrial Development Board Financial Report for the Fiscal Year ending June 30, 2017**. Raj Venkataraman made a motion to approve the minutes of February 26, 2018 with “Acceptance” being substituted for “Approval” and David Hyde seconded the motion to approve the minutes. David Wagner asked for approval of the motion. The motion was approved unanimously.

Financial Report:

Chairman Wagner asked for the staff to review the Financial Report. Mike Sparks reviewed the financial report. He noted that a balance of \$1,138,366.73 was reported as of February 28, 2018 and \$100,000 in a First Tennessee Bank CD. He further explained that the \$1,138,366.73 contained the ECD grant to Royal Building Products of \$975,693.10 and \$162,673.63 that represents the IDB finances and additionally there is \$100,000.00 in the First Tennessee CD that will mature in September 2018. Raj Venkataraman made a motion to accept the financial report as presented and David Hyde seconded the motion. . David Wagner asked for approval of the motion. The motion was approved unanimously.

Transfer of Pinnacle Industrial Development Board Owned Properties to the City:

Tom Anderson presented the Resolution 18-1 transferring four properties currently owned by the Industrial Development Board within the Pinnacle to the City of Bristol Tennessee. Mr. Anderson referred to the attached map and noted that the transfers included the Bristol Park adjacent to Bass Pro, a lot containing a sediment basin that is part of the Pinnacle/municipal drainage system, a lot containing the on-site City water tower, and a lot containing the new City fire station. Raj Venkataraman made a motion to approve Resolution 18-1 and David Hyde seconded the motion. David Wagner asked for approval of the motion. The motion was approved unanimously.

Hiring Expo:

Tom Anderson advised the Board members that this agenda item was to consider the Industrial Board support and funding of a Hiring Expo in 2018. The 2017 event had a budget of \$25,000, approximately \$23,000 was spent. At the February meeting the Board had indicated support for an event in 2018 with the Industrial Board financing up to \$20,000 and NETWORKS participating with an additional \$5,000 for a total budget of \$25,000. Mr. Walker – NETWORKS CEO confirmed their continuing financial support and staff assistance for a 2018 event. Mr. Anderson also advised the Board that the February discussion including the need to decide if Bristol Virginia and Washington County Virginia companies would be allowed to participate and, if so, what participation fee would be required. He noted that the last 2018 event averaged a cost of \$425 per company participating.

Discussion followed with the issues of number of companies, what priorities should the staff use in allowing company participation by locality and cost for non-Bristol Tennessee and Sullivan County companies wishing to participate. The following motion being made by Dirk Crandell and seconded by Nancy Cook: *Motion to approve the expenditure of up to \$20,000 from the Industrial Development Board and \$5,000 contribution from NETWORKS for a 2018 Hiring Expo. A priority system will be used for allowing company participation as follows: Bristol Tennessee and Sullivan County companies have priority at no charge. Companies from Bristol Virginia and Washington County Virginia would be allowed to participate if; 1. There is available space, and 2. The company is a Bristol Chamber of Commerce member. A participation fee for Virginia companies to be \$425 for each participating Virginia company.* David Wagner asked for approval of the motion. The motion was approved unanimously.

Further discussion included Councilman Keen asking about the possibility of coordinating future Hiring Expo's prior to college graduations and other hiring events. Staff indicated that this possibility would be examined with discussions with companies, their HR directors and area colleges to see if this is feasible and desirable.

The First Amendment to Equipment Lease between the Industrial Development Board of the City of Bristol, Tennessee, and Royal Building Products:

Mike Sparks presented the Amendment to the Board advising them that this document represented a house-cleaning action as well as amended the original equipment lease with Royal Building Products. The amendment modified section 8.01 of the previously

approved lease allowing for subsequent equipment transfers to occur within the approved PILOT timeframe and provisions without continued IDB actions. He advised the Board that this wording would be utilized in the future to allow for multiple personal and/or real property transfers between the IDB and the affected company within the approved PILOT Resolution without continuing actions by the Board. David Hyde asked if the approved documents included “Claw Back” provisions to protect the Board and hold the Company responsible. Mr. Sparks advised the Board this was the case. David Hyde made a motion to approve the First Amendment to Equipment Lease as presented, and Raj Venkataraman seconded the motion. Chairman Wagner asked if there were any question. There being none Mr. Wager asked to approve the motion. The motion was approve unanimously.

New Business:

Chairman Wagner asked Mr. Anderson if there was any new business. Mr. Anderson advised the Board there was not.

Discussion of Current Projects:


- Tom Anderson advised the Board that several industrial park related activities we underway.
 - The site development project was making progress.
 - Mr. Anderson also advised the Board that the NETWORKS had received approval for the High Impact Grant application to the Tennessee Department of Economic and Community Development. The grant will provide \$1,000,000 for site development in the Partnership Park II. He then asked Clay Walker NETWORKS CEO to elaborate. Mr. Walker related the grant process and joint staff presentation in Nashville, noting that only 2 localities received the maximum High Impact Grant of \$1,000,000 and, of the total \$9,600,000 of the State economic development related grant incentives being disbursed, Sullivan County had receive \$1,500,000, with this grant and the Air Port Authority’s \$500,000 grant. These grant represent approximately 15% of the state disbursement.
- Mr. Anderson noted that the Tenneva Hotel TIF had received approval by both the City Council and County Commission and the project was moving forward as planned.
- Mr. Anderson advised the Board that a project was moving forward for a new distillery in the 200 State Street property currently owned by the City. A presentation will be made to the City Council at the March work session and will be on the City Council Agenda for April to consider approval of a Sales Agreement with the Company.
- Councilman Keen asked Mr. Anderson to elaborate on the upcoming Small Business Festival in Bristol which will occur May 3rd, 4th, and 5th, in conjunction with the National Small Business Week. Mr. Anderson explained the City had purchased a “license” to hold this event replicating a small business festival model started in Austin Texas and that the event planning was well underway. Mr. Anderson noted the festival would be part of multiple events throughout the Tri-Cities in coordinated events in Bristol, Kingsport, and Johnson City.

Adjournment: There being no further business, Chairman Wagner adjourned the meeting at 1:05 p.m.

Approved April 23, 2018



David Wagner – Chairman

Attest: 

Nancy Cook, Secretary – Treasurer

Attachments:

1. Agenda