

**MINUTES OF THE REGULAR MEETING OF  
COLLIERVILLE INDUSTRIAL DEVELOPMENT BOARD**

Tuesday, April 15, 2014

The Collierville Industrial Development Board held a regular public meeting at 12:00pm on Tuesday, April 15, 2014, in the Administrative Conference Room at Town Hall, located at 500 Poplar View Parkway.

1. **CALL TO ORDER**: Chairman Mark Moody called the meeting to order.
2. **ROLL CALL**: James Lewellen took the roll. The following members of the Industrial Development Board were present: Thomas Faller, Mark Moody, Terry Cochran, Stuart Brazile, Taylor Stamps, John Green and Thomas Bergeron. Mr. Ron Lawrence was absent.

Staff present were Town Administrator James Lewellen, IDB Attorney Josh Lawhead, Economic Development Director John Duncan, Assistant Town Administrator Josh Suddath, and Jennifer Casey.

3. **APPROVAL OF MINUTES FOR FEBRUARY 6, 2014**

Mr. Cochran made a motion, seconded by Mr. Bergeron, to approve the minutes as written of the February 6, 2014, Industrial Development Board meeting.

All were in favor, none were opposed. Motion is approved.

4. **BUSINESS ITEMS**

**A. Resolution 2014-6, a resolution to approve 2013 Personal Property additions by Carrier Corporation.**

Mr. Lawhead explained that this resolution would approve the addition of new personal property into the PILOT by Carrier, and the deletion of certain other personal property currently in the PILOT, most likely because those items are being taken out of service. This process is performed through a bill of sale from Carrier to the IDB, and then our deeding back through quick claim to Carrier. This resolution would approve those documents be executed by the Chairman.

Motion by Mr. Bergeron to approve Resolution 2014-6. The motion was seconded by Mr. Stamps and approved unanimously by the Board.

**E. Resolution 2014-10, a resolution to approve the 2013 Compliance Report submitted by Strike King Lure Company. (agenda order revision)**

Chairman Moody explained that this item is a Compliance Report for Strike King. These reports are provided to the Board, as their PILOT is conditional on meeting certain employment and investment criteria. The report states that they are in compliance.

Mr. Lawhead explained that this is a joint compliance report with Strike King and Anglers Real Estate, a subsidiary of Strike King. As identified in the report, they are within the 90% requirement amounts for wage, number of jobs, real property investment, and personal property investment; therefore, they are in compliance. This resolution before the Board is to approve that compliance report.

Motion by Mr. Bergeron to approve Resolution 2014-10, accepting the 2013 Compliance Report. The motion was seconded by Mr. Stamps and approved unanimously by the Board.

### **OTHER BUSINESS (agenda order revision)**

Mr. Moody stated that there were no other business items on the Agenda, other than the two FedEx items, and asked John Duncan if there were any new business items that needed to be discussed at this time.

Mr. Duncan noted that in the last few years, the IDB has sponsored a BBQ on the square to recognize our small businesses. This year the IDB will instead sponsor an ice cream social at the Morton Museum. It will be held on Thursday, May 15<sup>th</sup> from 2:30-4:30, inside at the museum to avoid weather concerns. It will also allow an opportunity for businesses to see the facility for future use, and reduce the expense from the standard bbq. This will be in conjunction with National Business Week. He invited all of the Board to be part of event and festivities.

Mr. Cochran noted that participation of small businesses seems to have dropped off over the past few years. He asked how we can encourage more small businesses to take part and what type of outreach we were using?

Mr. Duncan said that Fran would communicate the event to her list of Chamber members, with some repetition to remind them. Laura Todd will also be doing the same with her PILOT contacts. In addition, the Town will put it on the website to remind businesses to attend. He noted that hopefully the change in venue would also spark some interest in local businesses and result in more turn-out.

Mr. Duncan also committed to look into any other avenues that could attract more small businesses to take part, perhaps through the Public Information staff at Town Hall.

Mr. Cochran agreed that many of the small businesses are not Chamber members, and perhaps hiring somebody to pass out flyers to storefronts would get more involvement.

Mr. Duncan then explained that several years ago, the IDB gave \$10,000 to the Town to be utilized in a variety of economic development projects and initiatives. Some was used in the small business recognition luncheons. Currently, there is over \$9,400 in the budget remaining of the money given years ago. He reported that he has utilized \$4,000 of that to secure a commercial real estate MLS directory, Xceligent. This will give us access to properties and sites that are available around town as we pursue projects, and as people call us to see what is available in Collierville. We will probably start using this next week. What's unique about this product is that we can also put this information on our Economic Development website, to allow site selectors and real estate professionals to find what is available in town during their pursuit of new opportunities.

Mr. Duncan then explained that he is preparing a "one-sheeter," a one-page, full-color, marketing piece to promote the Town from an economic development perspective. Additionally, he is in the process of upgrading the economic development website. He stated that some of the remaining funds from the \$9,400 budget will be used for those two items, the marketing piece and website.

Mr. Duncan also shared that he had a positive meeting with Helena Chemical recently, whose southern business unit is currently housed at their corporate headquarters. He said that this unit is going to need additional space soon, as well as additional employees. Helena could decide the next step is to build new office space in the area, to build elsewhere in the south, or to build new office space near their current headquarters. No decisions have been made, but he wanted to let the Board know about potential opportunities on the horizon for a new PILOT.

Thomas Faller left the meeting.

**B. Resolution 2014-7, a resolution to approve the 2013 Personal Property additions by Federal Express Corporation.**

Chairman Moody explained that this was an item to add items to the Federal Express Pilot, and was generally the same as the deeding back and forth of property explained with the Carrier item earlier.

Mr. Lawhead said there was nothing unusual about this item, and that Chairman Moody had described it well. He explained that one document would serve to do the conveyances back and forth and amend the lease, which would be the 9<sup>th</sup> amendment for Federal Express.

Mr. Green asked if Item D was the same thing.

Mr. Lawhead explained that Item D was the Compliance Report for Fed Ex, and separate.

Motion by Mr. Bergeron to approve Resolution 2014-7. The motion was seconded by Mr. Stamps and approved unanimously by the Board.

**C. Resolution 2014-8, a resolution to approve the 2013 Compliance Report of Carrier Corporation (deferred to later date, pending discussion with Shelby County).**

Mr. Lawhead explained that each year, Shelby County seems to have a new process for policing PILOTS and the communication between municipalities and the County. He explained that the compliance report was sent to the County approximately three weeks ago, and that he heard from County's lawyer today that Carrier was not in compliance with their job requirements or seasonal job requirements. Mr. Lawhead explained the seasonal job was only a County requirement, and that the job requirement was both a Town and County requirement. The IDB has in prior years approved compliance reports, notwithstanding the insufficiency on job requirements. We are proposing to table this item, as Collierville is the party that be amending any lease to reflect remedies that Shelby County wants to pursue due to noncompliance. As Shelby County has not decided if they will take any action or what that action would be, it is premature to vote on this Compliance Report at this time.

Mr. Lawhead stated that you can see from the report how they have zero jobs added, when they are supposed to add 155 jobs/year. The Board has heard in prior years from Carrier

that they are trying to be efficient, but at the same time be compliant with the lease. Mr. Lawhead asked the Board to take the time until the next meeting to consider what they want to do regarding this issue. This should give Shelby County time to determine how to handle the situation.

Mr. Moody noted that in the past, approximately 10 years ago, Collierville IDB reduced Carrier's benefits from 7 years to 6 years on one of their projects, due to an issue to noncompliance. As their PILOT does not go through Shelby County IDB, that is why we have to wait on Shelby County to make a decision.

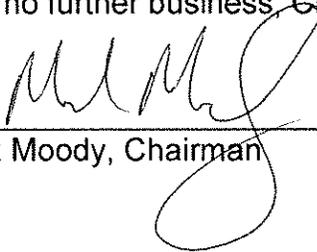
**D. Resolution 2014-9, a resolution to approve the 2013 Compliance Report submitted by Federal Express Corporation.**

Mr. Lawhead stated that Shelby County expressly said "no issue" with regard to the Fed Ex report. He said Federal Express was technically noncompliant as to their administrative jobs, but their professional jobs exceeded the requirement as did the wages, thus they are effectively in compliance. The Resolution before the Board is to approve this compliance report.

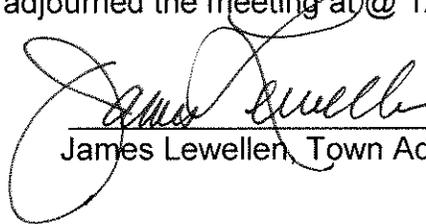
Motion by Mr. Cochran to approve Resolution 2014-9 for the 2013 Compliance Report for Federal Express. The motion was seconded by Mr. Bergeron and approved unanimously by the Board.

**5. ADJOURNMENT**

With no further business, Chairman Moody adjourned the meeting at @ 12:30pm.



Mark Moody, Chairman



James Lewellen, Town Administrator