

EAST TENNESSEE DEVELOPMENT DISTRICT 2019 Annual Report

Statement from the Chair



In 1965, the Tennessee General Assembly authorized the creation of development districts to encourage regional planning cooperation among local governments and the promotion of economic development. On September 20, 1966 the East Tennessee Development District (ETDD) was formally established. In order to fully embrace regional representation, ETDD's Board of Directors is made up of the municipal and county mayors from all of its member jurisdictions, two members of the General Assembly and other citizen members that are directly involved in the fields of economic or community development.

The East Tennessee Development District focuses on issues of regional importance – on matters that affect more than one city or county. In today's interlinked social and business environment, it is clear that purely local issues are few and far between – cities and counties must embrace a regional perspective on traditional governmental issues in order to maximize the impact of increasingly scarce public resources.

The East Tennessee Development District has been a strong advocate for a regional approach to economic and community development over the past 53 years. The District has been concerned with economic growth in a sustainable manner and places specific emphasis on providing staff support for planning commissions, rural transportation planning, public infrastructure planning, industrial development, small business financing, support for entrepreneurship, utilities planning, recreation and open space planning, historic preservation planning, housing planning and regional solid waste planning. ETDD's annual work plan is a reflection of the agency's overriding concern to provide adequate public infrastructure to accommodate quality growth and development, promote the creation of new jobs, foster the investment of new capital, protect our natural and cultural assets and continue to improve the quality of life for our growing population. New priorities, such as expanding high speed broadband availability in rural areas, are constantly being reflected in ETDD's annual work plan.

The role of the East Tennessee Development District will remain important as we face the future. It is clear that local governments and development districts must be concerned about the more efficient and economical provision of public services. As state and federal funding sources become constricted, the responsibility for the financing of public services will become more focused at the local level. Also, the frequent tendency of federal and state governments to mandate programs that local governments must undertake without the commensurate provision of adequate financial resources must be curtailed. More decision making will be placed on local officials as traditional funding sources we have relied on in the past are gradually reduced, and in some cases, eliminated altogether. As an association of local governments, the East Tennessee Development District will continually deal with these issues in the coming years.

ETDD continues to be a vital partner in helping local governments plan for the future in a fast-paced, changing development environment. ETDD's main objective is to assist in setting regional and local priorities for the orderly physical and economic development of our 16 counties and 56 municipalities. By working together in partnership, we can continue the progress of the past 53 years and can look forward to successfully meeting the challenges of the 21st Century.

E.L. Morton, Campbell County Mayor
Board Chair

ETDD: AN ASSOCIATION OF LOCAL GOVERNMENTS

The East Tennessee Development District is a voluntary association of municipal and county governments in the 16 county region of East Tennessee surrounding Knoxville. Organized almost 53 years ago in September of 1966, the East Tennessee Development District provides a forum for local governments to solve common problems of economic development, community development and growth.

ETDD's Board of Directors is composed of each municipal and county mayor from the 16 counties and 56 municipalities. In addition, each County Mayor appoints a citizen designated as the "Development Representative" to serve on the Board of Directors. The Tennessee General Assembly is also represented on the Board of Directors, with one member of the State Senate and one member of the State House participating.

The Executive Committee, which represents the Board, is composed of at least one member from each county, one State Representative, one State Senator and two Members-At-Large. The Executive Committee typically meets on a monthly basis throughout the year. Annually, the Board of Directors establishes policies which the Executive Committee carries out through the monthly meetings. The District also holds an annual awards banquet in order to recognize and highlight projects that have special significance to the entire region.

BOARD ACTIVITIES

During the past year, the full Board met twice: the Annual Business Meeting and Luncheon on March 6, 2018 and the Annual Awards Banquet on the evening of July 12, 2018. The Awards Banquet focused on recognizing communities and organizations for outstanding achievements within the region. Fifteen communities were recognized for outstanding achievements at the 2018 Banquet. ETDD was honored to host over 140 local leaders at the banquet. Mr. E.L. Morton, Campbell County Mayor, was installed as the Chair of ETDD.

The Executive Committee met ten times during the year. At the Board of Directors Annual Business Meeting, the preliminary budget and work program for 2018-2019 were approved, the new officers and executive committee members were elected and the Annual Report was presented. Commissioner David Purkey from the Tennessee Department of Safety provided remarks on the state police response to the Sevier County fire disaster.

At the January meeting, the state and federal legislative agendas for 2018-2019 were presented and approved by the Executive Committee. The Annual Legislative Platform was immediately distributed to State and Federal legislators. An update on the progress of the Tennessee Transportation Improve Act was provided.

At the February meeting, the Nominating Committee recommended new officers for 2018-2019, an overview of the rural broadband expansion initiative was provided and grant programs were discussed.

At the March meeting, the annual budget was discussed and the upcoming work plan for ETDD was presented. The LUCA program through the US Census was discussed.

At the April meeting, an overview of the Retail Academy initiative was provided, a state legislative overview was provided and the budget status of various federal programs was discussed.

At the May meeting, several upcoming grant opportunities were discussed, the ETDD regional solid waste program was reviewed and Mr. Don Woods was recognized for his service to the ADC.

At the June meeting, annual salary adjustments for ETDD employees were presented, a public records review policy was established and the 2018 awards to be presented at the Banquet were identified.

At the July Executive Committee meeting, the new ETDD officers were seated. The EDA Disaster Grant Program was discussed and Director Bobrowski was approved as the Interim Manager of the ADC.

At the September Executive Committee meeting, the 2018-2019 update to the Affirmative Action Plan was approved. The committee was also apprised of a new Agribusiness Loan Fund Program through ETDD.

At the October Executive Committee meeting, a new ETDD Treasurer was elected, an overview of the Planning Assistance Service was provided and the Agribusiness Loan Program was finalized.

At the December meeting, the annual audit for the 2018 program year was presented and accepted by the Executive Committee and a new 5-year Comprehensive Economic Development Strategy (CEDs) was approved.

BOARD OF DIRECTORS, 2018-2019

OFFICERS:

Chair: E.L. Morton, Campbell County Mayor
Vice-Chair: Ron Woody, Roane County Executive
Secretary: Roland (Trey) Dykes, III, Member at Large
Treasurer: Mark Potts, Jefferson County Mayor

EXECUTIVE COMMITTEE:

Terry Frank, Anderson County Mayor
Tom Taylor, Mayor of Maryville
E. L. Morton, Campbell County Mayor
Andy Wallace, Campbell County Development Representative
Joe Brooks, Claiborne County Mayor
Crystal Ottinger, Cocke County Mayor
Mike Byrd, Grainger County Mayor
Mark Potts, Jefferson County Mayor
Bill Brittain, Hamblen County Mayor

Glenn Jacobs, Knox County Mayor
Rollen Bradshaw, Loudon County Mayor
Mitch Ingram, Monroe County Mayor
Brian Langley, Morgan County Executive
Ron Woody, Roane County Executive
Jeff Tibbals, Scott County Mayor
Larry Waters, Sevier County Mayor
Jason Bailey, Union County Mayor

Tennessee General Assembly:

Senator Richard Briggs
Representative Kent Calfee

Minority Member-At-Large:

Roland (Trey) Dykes, III
Evelyn Gill

Anderson County
Mayor Terry Frank**
Mayor Scott Burton
Mayor Tim Sharp
Mayor Chris Mitchell
Mayor Warren Gooch
Mr. Tim Thompson***

Blount County
Mayor Ed Mitchell**
Mayor Odis C. Abbott
Mayor Andy Lawhorn
Mayor Tom Bickers
Mayor Tom Taylor
Mayor Carl Koella
Mayor Ron Palewski
Mr. Bryan Daniels ***

Campbell County
Mayor E. L. Morton**
Mayor Bobby Stooksbury
Mayor June Forster
Mayor Dwight Osbourne
Mayor Mike Stanfield
Mr. Andy Wallace***

Claiborne County
Mayor Joe Brooks**
Mayor Neal Pucciarelli
Mayor Linda Fultz

Mayor Jerry Beeler
Mayor Bill Fannon
Ms. Robin Ruiz***

Cocke County
Mayor Crystal Ottinger**
Mayor Roland (Trey) Dykes
Mayor DeWayne Daniel
Mr. Tommy Bible***

Grainger County
Mayor Mike Byrd**
Mayor Ben Waller
Mayor Marvin Braden
Mayor Fred Sykes
Mr. David Lietzke***

Hamblen County
Mayor Bill Brittain**
Mayor Gary Chesney
Mr. Marshall Ramsey***

Jefferson County
Mayor Mark Potts**
Mayor Donna Hernandez
Mayor George A. Gantt
Mayor Mitch Cain
Mayor Beau Tucker
Mayor Glenn E. Warren, Jr.
Ms. Leann Sutton***

Knox County
Mayor Glenn Jacobs**
Mayor Ron Williams
Mayor Madeline Rogero
Ms. Jane Jolley***

Loudon County
Mayor Rollen Bradshaw**
Mayor Dewayne Birchfield
Mayor Tony Aikens
Mayor Jeff Harris
Mayor Chris Miller
Mr. Jack Qualls***

Monroe County
Mayor Mitch Ingram**
Mayor Glenn Moser
Mayor Doyle Lowe
Mayor Patrick Hawkins
Mayor Bob Lovingood
Mr. Richard Kirkland***

Morgan County
County Executive Brian Langley**
Mayor Buddy Miller
Mayor Karen Melton
Mayor Jonathan Dagley
Ms. Sharon Heidel***

Roane County
County Executive Ron Woody**
Mayor Wayne Best
Mayor Tim Neal
Mayor Omer Cox
Mayor Mike Miller

Scott County
Mayor Jeff Tibbals**
Mayor Dennis Jeffers
Mayor Jack Lay
Mayor Opal Anderson
Mr. David Cross***

Sevier County
Mayor Larry Waters**
Mayor Mike Werner
Mayor David Wear
Mayor Jerry Huskey
Mayor Bryan Atchley
Ms. Earlene Teaster***

Union County
Mayor Jason Bailey**
Mayor Johnny Merritt
Mayor Marty Smith
Mayor Gary Chandler
Mr. Randy Turner***

** County Mayor
*** Development Representative

PLANNING AND RESEARCH

The East Tennessee Development District undertakes regional planning and research activities each year to assist the region and its governmental units in identifying needs to prepare for regional growth. ETDD's planning activities include utilities, solid waste, transportation, historic preservation, recreation, infrastructure needs survey, and the maintenance of statistical information. A very important component of ETDD's work program is the Planning Advisory Service. During 2018, ETDD provided professional planning staff services and GIS staff services to 35 local governments and local planning commissions. These services will continue to aid the 16-county region in its pursuit of economic growth and a high quality of life.

COMPREHENSIVE PLANNING

In 2018, ETDD engaged in a complete formal revision of the Comprehensive Economic Development Strategy (CEDS) for the region. ETDD prepared the revision of the CEDS in order to comply with current regulations that were promulgated by the US Economic Development Administration. EDA required the 2018 CEDS to be prepared based on a multi-year basis in order to have all regional strategies running out to fiscal year 2022. The multi-year plan developed for the CEDS was accomplished by contacting elected officials, planning officials, utility districts, special purpose units of local government, economic development agencies and other agencies/persons that are involved with community or economic development activities within the region. In the fall 2018, a CEDS committee was appointed by the ETDD Chair to review and comment on the revised CEDS document. The CEDS committee consisted of local elected officials, business leaders and workforce development officials. In November 2018, the CEDS Committee met and engaged in an inclusive planning process in order to provide input on the revised CEDS document. The CEDS committee discussed the composition of the CEDS and then recommended that the revised CEDS be submitted to the Executive Committee for approval. An extensive public review process was undertaken in order to allow the public an opportunity to comment on the revised CEDS. The CEDS document was transmitted to all sixteen county mayors, an announcement regarding the availability of the CEDS was published in Knoxville News-Sentinel and the CEDS was placed on ETDD's website. The CEDS was also transmitted to the State of Tennessee and the Appalachian Regional Commission for review. The CEDS review process was completed in early December and the final document was approved December 2018. The completed CEDS was subsequently submitted to the Economic Development Administration and future updates of the CEDS will take place on an annual basis through 2022.

PUBLIC INFRASTRUCTURE NEEDS INVENTORY

In April of 1996, the Tennessee General Assembly adopted the Public Infrastructure Needs Inventory Act. This Act requires the Tennessee Advisory Commission on Intergovernmental Relations (TACIR), to compile and maintain an annual inventory of needed public infrastructure, contracting with the nine Development Districts to survey local officials. It was developed for use as a planning tool for state and local officials in assessing needs and developing priorities for funding local infrastructure. Work on the project began in November 1996 by collecting information from county mayors, municipal mayors, utility districts, industrial development organizations and school superintendents within the district. The initial Infrastructure Needs Inventory was completed in the spring of 1997. ETDD will complete the current annual iteration of the comprehensive survey, the largest undertaking in the state, in March of 2019. An estimated 1,791 projects will be updated in the survey this year, the including school system wide needs.

On an annual basis, data from the statewide infrastructure needs inventory has been summarized and compiled into a report by TACIR. The February 2019 report estimates state-wide infrastructure needs at approximately \$37 billion dollars. Topping the list are transportation needs at \$25 billion, followed by School Renovations at \$5 billion.

On a local level, Blount County's total infrastructure needs topped out at \$5,167 per capita compared with \$7,421 per capita statewide. Campbell County's estimated transportation needs per capita totals \$3,956 which is higher than the statewide estimated needs of \$3,779 per capita. Individual county reports are available on ETDD website.

PLANNING ADVISORY SERVICE

The Planning Advisory Service was established to assist cities and counties with growth and development issues at the local and regional levels by providing technical advisory services to local governments. Planning services are offered under six (6) general program areas; comprehensive land use planning, strategic planning for special project areas and needs, land use tools, community and regional development services, training and continuing education, and geographic information systems (GIS) mapping services. Daily services generally involve a broad range of activities, but typically consist of site plan and subdivision plat review, advising local officials on a variety of community situations and issues, and staffing local planning commission meetings in an advisory role.

The Planning Advisory Service has a professional staff of three (3) full time planners and (1) one contract planner that are assigned specific communities. Each planner works with their assigned communities under the respective local planning program. There are a variety of specific planning services that are offered under the different program areas. The planner-to-community ratio is one (1) planner per nine (9) communities for the full-time planners and one (1) contract planner for seven (7) communities. There are also two (2) additional communities that are provided planning services as requested. One of the fundamental services valued by communities is the staff presence as an adviser at regular monthly planning commission meetings and other related boards. The Planning Advisory Service currently provides planning services on a contractual basis for thirty-four (34) different communities consisting of cities and counties in the East Tennessee Region. These communities are provided the full range of planning services on a full-time basis. As mentioned, there are two (2) other communities that are provided limited planning services on an as-needed basis.

This past year, the planners attended a total of five hundred and fifty six (556) meetings that ranged from activities with planning commissioners, legislative bodies, boards of zoning appeals, investors/developers, regional planning organizations, the general public, and scheduled training sessions. The activities associated with the total number of meetings included conducting one hundred and sixty-eight (168) agenda and project reviews with city/county officials or developers, staffing two hundred and ninety-five (295) planning commission meetings, seventy-one (71) hearings with local Boards of Zoning Appeals, twelve (12) meetings with the respective legislative bodies, and various meetings with other agencies and organizations throughout the year. The overarching goal of these types of services is to offer assistance for establishing working relationships with local cities and counties across East Tennessee to reinforce local planning programs by providing a predictable and consistent approach to planning issues as the basis for decision-making.

During the past year, staff prepared and assisted with a variety of revisions to local land use tools. These included forty-seven (47) subdivision regulation amendments, forty-three (43) zoning text amendments, and five (5) amendments to municipal codes. Development review services included staff reviews of three hundred and forty-eight (348) subdivision plats and one hundred and thirty-eight (138) site plans. Additional activities included evaluating sixty-two (62) rezoning requests and considering one hundred and forty-five (145) board of zoning appeals cases.

The Planning Advisory Service continued to offer free regional training for planning commissioners. One such training session was held in October of last year and covered private property rights within the context of planning. This training seminar provided four (4) hours of training to planning commissioners in order to meet the mandatory four (4) hours of annual training and continuing education state requirement. There were also several more individual training sessions and workshops provided to local communities on a range of planning topics that included planning and zoning issues, annexation procedures, tiny homes, board of zoning appeals powers, digital signage, flexible zoning provisions, smart growth principles, subdivision regulation administration, and historic zoning. Potential training sessions for this year involve coordination with the Tennessee Department of Transportation and the Office of the State Fire marshal to offer training topics on transportation issues and building code information.

In addition to the total agenda items handled, several studies and planning projects have been completed by staff. These studies and projects include: final completion and adoption of the Anderson County Land Use and Transportation Policy Plan, 2018-2028, generation of cell tower provisions for Rockwood, preparation of Downtown Residential provisions for Clinton, comprehensive review of the Norris sign regulations, a re-write of the Rocky Top Subdivision Regulations, adoption of Oneida digital sign provisions, establishment of the Oliver Springs Historic Zoning Commission, design standards for recreational vehicle parks, completion and adoption of the Pigeon Forge

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449/Veteran's Boulevard Corridor Management Plan, adoption of amended Cocke County Subdivision Regulations, completion of the Claiborne County Major Thoroughfare Plan, completion of a revised digital copy of the Townsend Subdivision Regulations, completion of the Harrogate Codes Enforcement Report.

Anticipated studies and projects for this coming year include: preparation of a White Pine Housing Study, updated amended copy of the Claiborne County Subdivision Regulations, finalizing provisions for downtown residential housing in Clinton, initiate a corridor study in Caryville, amendments to the Anderson County Land Use & Transportation Policy Plan, implementing the Rocky Top Downtown Master Plan, conducting a Grainger County Zoning Study, coordinate the design and construction of a public park in Caryville, initiate the second phase of the comprehensive review of the Anderson County Subdivision Regulations, codification of the Pittman Center Zoning Ordinance, review and update of the Oliver Springs Zoning Ordinance, multiple amendments to the Hamblen County Zoning Resolution, preparation and adoption of the Norris Major Thoroughfare Plan, revisions to the Rockwood Zoning Ordinance, completion of a corridor management plan for Pigeon Forge involving State Route 71/441 (in coordination with RPO), and initiate a phase two comprehensive review of the Anderson County Subdivision Regulations.

GEOGRAPHIC INFORMATION SYSTEMS

During the last year, GIS staff produced over 350 maps and illustrations for community grants and projects and the Planning Advisory Service.

The year began with creation of 41 maps for CDBG grant applications for multiple communities, which later in the year resulted in creation of over 70 maps and illustrations for CDBG environmental reviews. Other major grant projects included 48 maps and aerial illustrations for Solid Waste grants, 21 project boundary/site maps for LPRF grants, more than 25 maps for ARC environmental reviews, several maps for National Register nomination grants, as well as employment, project area, and other maps for RPO studies in several communities. In addition, GIS staff completed a fire district/hydrant map for the White Pine Fire Department, finalized maps for the Anderson County Land Use and Transportation Policy Plan, and worked with Newport and their ETDD community planner to bring the Newport Zoning Map up to date.

The largest project of the year, however, was a review of over 65,000 addresses in the region for the 2020 Census, Local Update of Census Addresses (LUCA) operation. Acting as a reviewer for the State of Tennessee, ETDD focused on entities that for various reasons could not do a LUCA review themselves. In the ETDD region, this included nine of our counties and unregistered municipalities within those counties. After months of preparation leading up to the review, ETDD's review process lasted two months and enlisted the help of three part-time GIS interns from the UTK Geography Department in an effort to accurately review as many of the addresses as possible in the short time allotted by the Census Bureau.

The process gave ETDD an opportunity to correct or add addresses in the communities, such as new apartment complexes, subdivisions, or group housing that were missing or incomplete on the Census address lists. LUCA is an important step in conducting an accurate population count that is critical for our local communities for, among other things, distribution of federal dollars, securing legislative representation, and planning purposes.

TRANSPORTATION

The development of transportation systems within the region is of paramount importance to the East Tennessee Development District. Continued development of internal transportation systems is a critical component of the orderly economic and community development advancement of the region as a whole. ETDD is concerned with all forms of transportation, be it highway, rail, water, air, bus or van transportation. In November of 2005, the Tennessee Department of Transportation (TDOT) established twelve Rural Planning Organizations (RPOs) across the state. ETDD coordinates two RPOs. The North RPO consists of Anderson County, Campbell County, Claiborne County, Grainger County, Morgan County, Scott County, and Union County. The South RPO consists of Cocke County, Monroe County, Roane County, and portions of Blount, Jefferson, Loudon and Sevier Counties.

The Technical Committee and Executive Board of each RPO meet as needed to prioritize transportation grant applications, to discuss and prioritize needed roadway improvements in the region, to receive TDOT updates on

ongoing projects, to discuss various TDOT grant and funding programs and to discuss future transportation needs of the region. During 2018 - 2019, ETDD will facilitate continued communication between TDOT and the RPOs, coordinate future Executive Board and Technical Committee meetings, participate in TDOT planning processes, and administer all activities for the RPO process. In addition, the Rural Regional Transportation Plan for each RPO should be completed this year.

During the past year, the District continued its involvement in the Knoxville Transportation Planning Organization (TPO). The Executive Director of ETDD is a member of the Technical Committee of the TPO, and the District appoints a local elected official to serve on the TPO Executive Board. In September of 2018, Mr. Ed Shouse was reappointed as the ETDD representative on the TPO Board of Directors. The District also continued its involvement in the Lakeway Area Metropolitan Transportation Planning Organization (LAMTPO), which serves Morristown, Hamblen County and portions of Jefferson County and Cocke County. The Executive Director of ETDD is a member of the Technical Committee of the LAMTPO.

TDOT continues to fund the Transportation Alternatives Grant, the Multimodal Access Grant, the Community Transportation Planning Grant and other transportation related grant programs. ETDD staff is actively involved in these grant programs.

The IMPROVE Act will provide additional funding for needed state and local transportation projects. The ETDD staff and the two RPOs will work with TDOT to identify needed projects in the region and to prioritize projects advancing to the right-of-way and construction phases.

ETDD staff continued to participate with TDOT in Road Safety Audit Reviews (RSAR) on state and local roadways within the Region. The goal of the RSAR program is to reduce injuries and fatalities on our state and local roadways. Types of improvements include signage, pavement markings, rumble strips, guardrail, minor geometric improvements and others.

UTILITIES

Providing utility services at an affordable cost continues to be a challenge for local governments and utility districts. Diminished federal/state funding, limited local resources, and more stringent environmental mandates all contribute to ever increasing costs of operation. The emphasis of ETDD's Utilities Planning Program is to promote efficient and effective utility services (drinking water treatment and distribution, wastewater collection and disposal, broadband service and natural gas service) throughout the 16-county region. Various internal programs aid in this effort. Perhaps the most important contribution that ETDD provides in this area is the preparation of grant applications for the funding of utility improvements.

In terms of project funding during 2018, ETDD assisted the following communities with grant administration or the preparation of grant applications that fund improvements to water service or wastewater service: Morgan County, Claiborne County, Harrogate, Cumberland Gap, Monroe County, Norris, Madisonville, Jefferson City and Jefferson County, Dandridge, Rockwood and Morristown.

SOLID WASTE

East Tennessee Development District contracts with the State of Tennessee to supply a solid waste planner for the region. The duties of the solid waste planner are to assist the 16 counties and 56 municipalities of the region with the preparation and submission of solid waste reports to the State, to provide technical assistance to all communities, and to assist with writing and administering grants. ETDD has been tasked by the TDEC Division of Solid Waste to research and prepare a district-wide solid waste needs assessment covering every solid waste region in the district. In 2018/19, ETDD reviewed the existing data in the current solid waste needs assessments for all counties in the district.

In 2018/19, the ETDD solid waste planner also assisted the following counties with the preparation and submission of their Annual Progress Reports (APR) to TDEC: Campbell, Cocke, Grainger, Hamblen, Loudon, Monroe, Morgan, Scott, and Union. The APR details each county's efforts and activities to divert 25% of their waste from a Class I

PLANNING AND RESEARCH

landfill. The report preparation process also allows the staff planner an opportunity to meet with the solid waste board of each county to help determine ways to meet the 25% reduction goal in the most cost-efficient manner. ETDD staff also works closely with county solid waste boards to plan for future recycling opportunities and waste diversion efforts

During 2018/19, ETDD continued to promote collaboration in the region by hosting two solid waste directors meetings to discuss the State 2025 plan, to allow for open discussion of challenges and sharing of knowledge/potential solutions, and to provide an avenue for interactions among Directors across the varied programs they administer.

ETDD's solid waste planner also assists with the promulgation of rules and regulations for the local solid waste boards and the preparation of solid waste grant proposals. During 2018/19, ETDD staff prepared a used oil grant program application on behalf of Hamblen County. ETDD staff also prepared convenience center grant applications on behalf of Campbell, Grainger, Hamblen, Monroe, Morgan, and Union Counties. ETDD staff also prepared recycling equipment grant applications on behalf of Campbell, Hamblen, Monroe, Morgan, and Union Counties. Additionally, ETDD staff prepared education and outreach grant applications on behalf of Anderson, Hamblen, and Union Counties. ETDD staff also assisted Campbell, Grainger, Scott, and Union Counties with preparing waste reduction grant applications. Further, ETDD staff prepared a Coca Cola Foundation recycling bin grant application on behalf of Grainger County. In total, ETDD staff assisted with \$1.1 million in solid waste grant requests.

During 2018/19, to provide the most up-to-date knowledge to the communities of the region, ETDD's solid waste planner also attended the E-Scrap Conference hosted by Resource Recycling. This gathering of industry professionals focused on E-scrap collection issues, recycling market factors, and legislative and policy considerations within the often troublesome electronics waste stream.

REGIONAL COUNCIL OF FIRE CHIEFS

The East Tennessee Regional Council of Fire Chiefs (ETRCFC) was formed in 1982 to promote cooperation among the region's fire departments. The ETRCFC consists of the 16 counties of ETDD and any fire departments in immediately adjoining counties that wish to participate. The Council includes over 100 member departments and meets quarterly to deal with such matters as legislation, mutual aid, training, communications, information and technical assistance. In 2018, ETDD coordinated quarterly meetings that were sponsored by the Alcoa Fire Department, the Maryville Fire Department, the Pigeon Forge Fire Department and the Jefferson City Fire Department. The officers of the ETRCFC during 2018 were Chair, Darren Stinnett, Deputy Chief of the Alcoa Fire Department; Vice-Chair, Matt Henderson, Chief of the Sevierville Fire Department and Secretary/Treasurer, Terry Bobrowski, Executive Director of the East Tennessee Development District.

PUBLIC SAFETY PROGRAMS

Over the past several years, ETDD has been very active in assisting local communities and volunteer fire departments with their grant proposals for funding under the Federal Emergency Management Agency's Firefighters Grant Program. The Firefighters grant program has three (3) funding opportunities; 1: Firefighters Grant that deals with firefighting or EMS equipment; 2. Safer grant provides funding for the hiring and retention of firefighters. The program can also be used to recruit volunteer firefighters; 3. Fire Prevention that allows our communities to request funding for smoke detectors, school education supplies and training facilities. The FEMA program is very affordable with local match 10% for urban areas and 5% for rural areas. The FEMA Firefighters Program, SAFER program and Fire Prevention program are very important grant resources for local fire departments and has pumped millions of dollars into the region over the past twenty years.

Other popular public safety grant programs include the Bullet Proof Vest program and the COPS program. These programs are available through the U.S. Department of Justice and provide funding to cities and counties for the hiring of new police officers and the purchase of bulletproof vests. ETDD staff submitted Bullet Proof Vest applications on behalf of Norris, Sweetwater, Oliver Springs, Grainger County, Tellico Plains, Jacksboro and Clinton. The total grant monies requested will be used for outfitting 82 officers.

ETDD staff was able to secure a special grant provided by East Tennessee State called a Correctional Pathway grant for \$50,000 that allows inmates to get a work release and secure a paying job with a participating industry that pays court costs and provides a trade. This grant was provided to Campbell County.

GRANTMANSHIP

Over the past year, ETDD has continued to provide grantsmanship expertise to communities seeking federal or state funding for a wide variety of projects. During the past program year, ETDD staff prepared and submitted applications to address needs within the areas of historic preservation, community infrastructure, industrial infrastructure, recreation, business development, solid waste management and essential community services. ETDD is widely recognized for its record of service delivery within the field of grantsmanship.

The Tennessee FastTrack Infrastructure Development Program (FIDP), introduced during late 1988, has continued to provide local communities with important options for financing improvements required by industrial expansions or new industrial locations. The Tennessee Department of Economic and Community Development has also added the Economic Development (ED) grant program to its menu of business incentive programs. During the 2018 program year, ETDD staff provided application or administration assistance to the Campbell County Industrial Development Board; Oak Ridge Industrial Development Board, Loudon County Economic Agency, Morristown Industrial Board, Development Corporation of Knox County, City of Clinton, City of New Tazewell, Monroe County Industrial Development, City of Loudon Utilities Board, Sevier County and the Blount County Partnership. Both programs are important development components which finance the public/private infrastructure or fixed asset needs of industries wishing to expand or locate in the ETDD region.

ETDD also continued to provide local communities with application and administration assistance for more traditional programs such as the Community Development Block Grant Program, Appalachian Regional Commission's Area Development Program, TDOT Industrial Access Road Program, TDOT Enhancement Program, TDOT Multi-Modal Program, Department of Justice COPS, SAFER and Bulletproof Vest Programs, Recycling Grant Programs, Economic Development Administration Grant Programs, USDA Rural Development Programs, Clean Energy Conservation Grant Program (TVA), and the FEMA Firefighters Grant Program.

Specific communities or agencies assisted during the 2018 program year with one or more of these programs include: Community Development Block Grant – Anderson County, Caryville, Claiborne County, Clinton, Cocke County, Cumberland Gap, Dandridge, Harrogate, Jefferson City, Loudon County, Madisonville, New Market, Parrottsville, Rocky Top, Tazewell, and Union County. A total request for funds was \$6.3 million. In Grainger County, an Asset Based Planning Grant for a total of \$50,000.00 dollars were secured to meet short-term economic goals. Appalachian Regional Commission full applications were submitted for the following – City of Loudon, Rockwood Utility, Oneida TCAT, Scott County Industrial Board, Hiwassee College, City of Dandridge, Union County and Plateau Utility District. A total of \$3 million of grant funds was secured. Local Park Recreation Funds were requests were submitted for \$1.7 million on behalf of the City of Loudon, Jefferson County and Clinton. Transportation Alternative Program grants was submitted for Blount County and the City of Loudon for a total request of \$3.3 million.

Broadband is another area that the State has put a lot of focus on in terms of providing either better broadband service or extending broadband into areas with no service. ETDD staff has been working with broadband service providers to bring nearly \$2.4 million dollars of investment into Campbell County and assisted the Newport Utility Board with an application to expand their services to extend broadband into rural areas of Cocke County that have no service. A total of \$6.8 million was requested on their behalf. The City of Sweetwater was also supported by ETDD in securing a \$52,500 grant from the Appalachian Regional Commission (ARC) to expand broadband throughout their downtown district.

ETDD is providing grant administration for the Mossy Creek Foundation (Jefferson City) and the City of Sweetwater that were awarded CDBG Façade Grants. This grant is a focused initiative to support the economic and revitalization efforts of downtown areas. The total awards were \$200,000.

In support of the Tennessee Dept. of Environmental and Conservation (TDEC) solicitation for projects under the Volkswagen Diesel Settlement Environmental Mitigation Trust (EMT) to execute environmental mitigation projects that reduce emissions of nitrogen oxides (NOx), ETDD collaborated with Scott County Schools and the Oneida

ECONOMIC AND COMMUNITY DEVELOPMENT

Special School District to submit grant applications to replace a collective total of seven diesel school buses with new CNG-fueled buses. The total request was \$1.15 million.

HOUSING

ETDD's housing program provides technical assistance to city and county governments and non-profit organizations in the development, application, and implementation of affordable housing programs for low and moderate income households within the sixteen-county district. ETDD functions as a regional disseminator of housing program information by continuing communication with other housing-related organizations and exchanging information and ideas.

ETDD housing staff prepared and submitted one housing rehabilitation CDBG grant application in February 2018 to the Tennessee Department of Economic and Community Development, which was fully funded at \$525,000. The grant was submitted on behalf of the Town of Tazewell. The City of Sweetwater was awarded \$525,000 for housing rehabilitation through CDBG in August 2017. ETDD staff is also assisting the City of Rockwood with the administration of their previously awarded housing rehabilitation CDBG grant projects.

In March 2018, ETDD housing staff submitted HOME grant applications for the following governmental entities: Union County, Sunbright, and the Town of Winfield. While these grants were not approved for HOME grant assistance, they intend to reapply. HOME grant applications are due in early March 2019, and ETDD housing staff expects to submit multiple applications on behalf of area local governments.

ETDD continues to work with THDA programs in our service area to assist the low-income and elderly populations with necessary home rehabilitation projects. One of the most successful programs in our district is the Emergency Repair Program (ERP), a THDA grant that allows for vital repairs and modifications that will allow elderly and disabled homeowners to remain in their homes. In July 2018, ETDD received a 1-year allocation of \$300,000 from THDA for the ERP budget. With the assistance of our local providers, ETDD has been able to assist elderly homeowners in virtually every community within the district. Over the past five years, ETDD has completed over 300 individual projects and over \$1.55 million has been expended in this effort.

HISTORIC PRESERVATION

Our region is filled with unique historic and cultural resources and a network of engaged stewards who work to protect and preserve these valuable community assets. ETDD preservation staff partners with the Tennessee Historical Commission, the East Tennessee Preservation Alliance (regional arm of Knox Heritage) and preservation-minded local officials and individuals in each of our sixteen counties to conserve and promote our region's culture. ETDD strives to encourage and assist with these efforts utilizing various applications of technical assistance, education, outreach, historical research, field work and documentation.

ETDD's Preservation Planner provides ongoing technical assistance and responds to inquiries on a variety of preservation matters, such as the National Register of Historic Places, grant opportunities, tax credits, local historic zoning, restoration and rehabilitation of historic structures, the Main Street program and downtown revitalization strategies. By offering this multifaceted set of historic preservation assistance tactics, ETDD serves as a regional resource for historic preservation planning.

ETDD preservation staff regularly submits National Register of Historic Places (NRHP) nominations to the Tennessee Historical Commission for review and subsequent National Park Service approval. NRHP listing is an honorary designation that allows access to federal historic preservation grant funds and tax incentives, and provides for limited protection under Section 106 of the National Historic Preservation Act of 1966. In 2018, ETDD staff submitted National Register nominations for the Oak Grove School in Union County and the Tennessee Military Institute Residential Historic District in Sweetwater, Monroe County. Other nominations being prepared include the Newport Historic District in Cocke County, the First Presbyterian Church in Jefferson City, the Monroe County Old Health Department in Madisonville, and the WGAP Radio building in Maryville.

AREAWIDE DEVELOPMENT CORPORATION

AREAWIDE DEVELOPMENT CORPORATION

The Small Business Administration Certified Development Company Program, enacted on July 2, 1980, as an amendment to the Small Business Investment Act of 1958, was designed to help communities by stimulating the growth and expansion of small businesses within a defined area of operation. The Areawide Development Corporation (ADC), the SBA Certified Development Company for the ETDD region, was organized by ETDD under the provisions of Section 503/504 of the Act in December 1981. Since its creation, the ADC has been a strong force in the promotion and expansion of small business in the region. Because of its past success and its solid relationships with area lending institutions and the SBA, ADC will continue to provide quality financing opportunities to the region in the future.

SBA 504 LOAN PROGRAM

The SBA 504 loan program is a partnership between the Areawide Development Corporation (ADC), the U.S. Small Business Administration, and a private lender. SBA 504 loans allow small business owners to purchase and/or renovate an existing building; to purchase land and construct a new building; to purchase long term equipment and machinery; and to refinance their fixed assets and business expenses. The SBA 504 loan program was created for two reasons: 1) to provide financing to entrepreneurs who are ready to buy or build a facility, and 2) for the purpose of stimulating economic development through job creation, business growth and increased tax revenues. Working with a private lender, the CDC provides up to 40% of the financing needed for an eligible commercial project, a private lender typically provides 50% of the needed financing, while the entrepreneur invests as little as 10% down into the project. The maximum SBA debenture is \$5 million or \$5.5 million for small manufacturers. The CDC works closely with the small business owner to process, approve, close, and service the SBA 504 loan. Funding is provided by the CDC issuing a 10, 20, or 25 year debenture bond that is sold to investors on the open market giving entrepreneurs access to capital at low, fixed interest rates – usually only available to large corporations. The January 2019 full term rate for the 25 year debenture was 5.320%. The rate for the 20 year debenture was 5.215%. The 10 year debenture funds every other month, the most recent funding was January 2018, and the full term rate was 5.613%. Since its inception, ADC has received SBA approvals for loans totaling \$214,118,069 resulting in over \$585 million dollars in economic investments and over 5,000 jobs being created or retained. ADC's current 504 loan portfolio has 46 outstanding loans and the value of the portfolio exceeds \$28 million dollars (SBA funding only). ADC had four loans approved in fiscal year 2018 totaling \$4,326,000.

RURAL DEVELOPMENT IRP REVOLVING LOAN FUND

Beginning in 1993, ADC began providing fixed asset financing for small businesses through the RDA Intermediary Relending Program (IRP). The IRP loan program was created to fund community development projects, the establishment of new businesses, expansion of existing businesses, creation of employment opportunities, or saving existing jobs. The borrower must be located in a rural area of the State, unable to obtain financing from its own resources or other commercial credit. The maximum loan amount is \$250,000 and may not exceed 75% of the total project costs. The loan term is up to twelve years based upon the useful life of the collateral. Currently, the IRP portfolio has five outstanding loans with a total portfolio value of \$193,663.

EDA REVOLVING LOAN FUND

Since 1983 the Economic Development Administration Revolving Loan Fund (RLF) has provided fixed asset/working capital financing to small businesses in the East Tennessee counties serviced by ETDD. The objectives of the RLF program are to create / retain jobs, aid in small business development, increase tax base, overcome specific gaps in local capital markets that inhibit businesses from obtaining suitable credit, and provide capital for manufacturing and service companies using new technologies with an emphasis on growth industries. The maximum loan amount is \$200,000 and may not exceed 90% of the total project costs. Currently, the RLF portfolio has six outstanding loans with a total portfolio value of \$579,849.

FINANCIAL MANAGEMENT

The District's financial statement audit compiled by Rodefer Moss & Co, PLLC, Certified Public Accountants, for the year ending June 30, 2018 has been accepted by the audit committee and approved by the ETDD Executive Committee. ETDD is pleased to report that the audit was "clean" and contained no findings.

The District's estimated operating revenues for the fiscal year ending June 30, 2019 amounted to \$1,975,416. These revenues consist of a variety of federal, state and local funds received as grants, administrative reimbursements, and assessments as well as charges for administrative services provided to various utility districts, counties and municipalities within the District. The following is a non-inclusive listing of revenues from various contributors to the District:

- Local government contributions from the 56 municipalities and 16 counties that comprise the Development District\$188,000
- State appropriation through the Department of Economic and Community Development 200,000
- Tennessee Housing Development Agency, Technical Assistance and Outreach 20,000
- Tennessee Housing Development Agency, Elderly Repair Program300,000
- U.S. Department of Interior, National Park Service, through the Tennessee Historical Commission 42,000
- Tennessee Department of Environment and Conservation, Solid Waste Needs Assessment..... 65,000
- Federal funding directly from the U.S. Department of Commerce, Economic Development Administration 63,000
- Appalachian Regional Commission fund administered by the Tennessee Department of Economic and Community Development 132,986
- Administrative Reimbursements – Loan Programs291,360
- Grant Administration183,000
- Tennessee Advisory Commission on Intergovernmental Relations 71,770
- Tennessee Department of Transportation, Rural Planning Organizations99,300
- Regional Planning Services309,000
- Other Revenues 10,000

STAFF



Terrence Bobrowski
Executive Director
31 Years of Service

Mitchell Loomis, Grant Programs Manager.....	25 years of service
Mollie Childress, Infrastructure Planner	21 years of service
Debbie Sudhoff, Business Development Specialist.....	10 years of service
Rick Yakubic, Deputy Director and Fiscal Officer.....	9 years of service
Don Brown, Transportation Planner.....	8 years of service
Joe Barrett, Community Planner.....	8 years of service
Susie Butefish, GIS Planner	7 years of service
Christie Burt, Administrative Assistant	5 years of service
Dan Hawk, Contract Community Planner.....	4 years of service
Joe Austin, Business Development Specialist	4 years of service
Lindsay Crockett, Historic Preservation/Housing Planner	3 years of service
David Williams, Community Planner	2 years of service
Beth Lazar, Finance and Administrative Assistant	2 years of service
Tim Hendrick, Solid Waste Planner	2 years of service
Jordan Rockwell, Community Planner	1 years of service
Tammye Pirie, Grant Specialist	5 months of service

The preparation of this report was funded in part through grants from the State of Tennessee, the Appalachian Regional Commission, the Economic Development Administration, and other federal, state, and local sources. The East Tennessee Development District is an Equal Opportunity Employer. Material from the annual report may be freely reprinted with proper accreditation of the source.