

**EAST TENNESSEE DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING
SEPTEMBER 12, 2017
MINUTES**

The East Tennessee Development District's Executive Committee held a meeting on Tuesday, September 12, 2017, at the ETHRA offices in Knoxville, TN. The following Executive Committee members were present:

E.L. Morton, Campbell County Mayor
Roland Dykes, III, Member at Large
Don Mull, Mayor of Alcoa
Bill Brittain, Hamblen County Mayor
Dale Perdue, Scott County Mayor
Larry Waters, Sevier County Mayor

Guests

Don Woods, ADC
Sarah Fansler, Knox County
Bryan Hall, Monroe County Economic Development
Tammy Hopper, Claiborne County Development Representative
Gary Holiway, ETHRA
Mike Arms, ATVG
Lana Moore, Senator Lamar Alexander's Office
Tammy Merritt, Congressman Chuck Fleischmann's Office
Cindy Boshears, Congressman Chuck Fleischmann's Office
Jane Jolley, Senator Bob Corker's Office

CALL TO ORDER

Vice Chair E.L. Morton called the meeting to order.

MINUTES

Vice Chair E.L. Morton presented the minutes of the July 13, 2017 meeting to the Executive Committee for approval. Hamblen County Mayor Bill Brittain made a motion to approve the minutes as presented, it was seconded by Mayor of Alcoa Don Mull, and the minutes were unanimously approved.

TREASURER'S REPORT

The Treasurer's Report for the months ending June 30, 2017 and July 31, 2017 was presented by Member at Large Roland Trey Dykes, III. Mayor of Alcoa Don Mull made the motion to accept the report as presented and it was seconded by Hamblen County Mayor Bill Brittain and it was approved by all.

DIRECTOR'S REPORT

Terry Bobrowski, ETDD Executive Director, gave his Director's report:

Grants Update

Mr. Bobrowski reported that we have been in contact with ECD regarding the release of information on the approval of 2017 CDBG grants. They expect to announce grant awards by the end of this month. We are actively working on the development of 2018 grants. We currently have a list of six projects that we are working on but could add 6-8 more projects depending on the number of projects that were approved from the list we submitted last year. Those that did not receive funding will probably all be re-submitted for consideration in 2018.

TDEC recently announced that their annual recycling and used oil grant program will be available again this year. Applications are due October 3, 2017. Used oil grants can be used to develop collection center or to buy equipment to burn used oil. Recycling grants can be used to purchase equipment needed to establish or upgrade recycling at a public or not-for-profit recycling collection site. Such equipment may include, but is not limited to, containers, balers, crushers, and grinders. Both grants require a match from the applicant.

TDOT has released the application and instructions for the FY 2018 TRANSPORTATION ALTERNATIVES grant. Eligible activities under this grant program include:

1. Pedestrian and Bicycle Facilities
2. Safe Routes for Non-Drivers
3. Conversion of Abandoned Railway Corridors to Trails
4. Scenic Turnouts and Overlooks
5. Outdoor Advertising Management
6. Historic Preservation & Rehab of Historic Transportation Facilities
7. Vegetation Management
8. Archaeological Activities
9. Stormwater Mitigation
10. Wildlife Management

The 20% non-federal construction share of the proposed project must be provided as a hard cash match by the local government. Deadline for 2018 submittals is October 3, 2017.

Mr. Bobrowski is also pleased to report that THDA has increased our funding for our Emergency Repair Program for the Elderly program. Normally the program would end on June 30 and not be renewed until after July 1. However, the THDA Board recently approved a blanket 12-month extension of all 2017 ERP Grant Contracts in order to allow sufficient time to expend current funding allocations. THDA will issue grant amendments to extend all existing funding awards through June 30, 2018. THDA plans to issue this grant amendment in late June 2017. The Board also approved for THDA to award up to \$2.7M in additional funding for State FY 2018. First, THDA will evaluate each Agency's status in expending funding currently under contract in late June 2017. At that point, THDA may award up to \$300,000 in additional funding to each agency depending on expenditures to date.

Overview of Rural Economic Development Strategy

Mr. Bobrowski reported that ECD is beginning a second year of its Rural Development Initiative to promote economic development specifically in rural communities. The initiative has several key components that include site development evaluations, broadband development, downtown revitalization, main street incubator grants, comprehensive planning and tourism based economic enhancement program. ETDD intends to work closely with ECD to implement specific components of the Rural Development Initiative, especially the asset planning grant program, the broadband development grants, downtown revitalization and site development components. A long range goal is to reduce the number of Distressed Counties in the ETDD region. We are currently working with Monroe County and Grainger County on their asset planning grant applications and are continuing to work with Campbell County, Dandridge and the Newport Utilities Board with broadband expansions. Both Campbell County and NUB will benefit from significant grant investment from the ARC in broadband facilities.

One very new program is the Broadband Accessibility Grant Program. The program is designed to offset the capital expenses in the deployment of broadband in unserved areas. The goal of this

program is to facilitate broadband access to all Tennesseans while promoting practices that increase deployment and encourage adoption. Funds will be targeted to areas that are unlikely to receive broadband service without grant funding. Applications are due on November 17th.

Overview of CEDS Update

Each year the District prepares the Comprehensive Economic Development Strategy document as a requirement of its planning contract with the Economic Development Administration. We have completed a draft of the 2017-2018 version of the CEDS document. Your packets contain an overview of the strategic goals and objectives and a brief list of some of the strategic projects that we are aware of.

In compliance with the program rules, the document was reviewed by our CEDS subcommittee on August 24th and their comments have been incorporated into the document. So that pretty much finished up the CEDS of this year, the overall objective of the CEDS is to provide guidance to local leaders so that future investments in economic development projects and programs can best take advantage of regional assets. The document also provides to the Economic Development Administration, US Department of Commerce, a baseline of strategic projects that are acknowledged as primary stepping stones to achieving the region's overall economic development objectives. Mr. Chairman, the 2017-2018 CEDS was recommended for approval by the Executive Committee and it now must be considered for adoption by a resolution from the Executive Committee.

Terry Bobrowski made a recommendation that the Executive Committee adopt the 2017-2018 CEDS document as revised by the CEDS Committee and requested a motion to that effect.

Member at Large Roland Dykes III made the motion to adopt the 2017-2018 CEDS document and it was seconded by Hamblen County Mayor Bill Brittain, and it was approved by all.

2017-2018 Affirmative Action Plan

Mr. Bobrowski reported that we have recently completed the annual update of our Affirmative Action Plan for the East Tennessee Development District Board of Directors, Executive Committee and staff. Each year we update the plan to show five year goals and timetables for diversification of the Board, Executive Committee and staff. The plan also contains all of the equal opportunity provisions which govern the employment practices of the District as well as specific procedures for complaint resolution. A copy of the revised plan is included in your packets. The Affirmative Action Plan must be adopted by the Executive Committee and I would ask the Chair that such a motion be proposed.

Mayor of Alcoa Don Mull made a motion to adopt the Affirmative Action Plan and it was seconded by Hamblen County Mayor Bill Brittain, and it was approved by all.

Calendar Matters

The next ETDD/ETHRA meeting will be held on October 10th here at the ETHRA offices. Also, for a long term hold, we anticipate holding our Annual Business meeting on March 13th at Rothchilds in Knoxville. Sometimes this is in conflict with the County Day of the Hill and we will make adjustments if it is.

In your packets there is a flyer concerning Senator Yager's annual grant conference on September 20th at Roane State CC in Harriman. This is a great half- day conference and I encourage everyone to attend.

Also, the Executive Boards and Technical Committees of both the North and the South RPOs will be meeting on September 21st at the TDOT Region One offices. The South RPO will meet at 10 am and the North RPO will meet at 1 pm. Again, I encourage everyone to attend.

Other Business

Mr. Bobrowski recognized Don Woods for an overview of revision to the lending policy for ETDD's Revolving Loan Fund (RLF).

Mr. Woods explained that every five years, it is required by EDA to review and update the Revolving Loan Fund Guide. The plan would be acceptable to EDA pending approval of the ETDD Board. There were four minor changes made to the plan. Mr. Woods noted the changes made to the plan and asked for a motion to approve the resolution that modifies the RLF lending policy.

Hamblen County Mayor Bill Brittain made a motion to approve the resolution and it was seconded by Member at Large Roland Dykes, III, and it was approved by all.

Mike Arms made a brief announcement about the ATVG meeting in Gatlinburg and other upcoming meetings for 2018.

ADJOURNMENT

With no other business the meeting was adjourned.