

EAST TENNESSEE DEVELOPMENT DISTRICT 2018 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 52 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 high speed broadband availability in rural areas, as 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 threatened, 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 52 years and can look forward to successfully meeting the challenges of the 21st Century.

Johnny Merritt, City of Luttrell 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 52 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 up to 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 14, 2017 and the Annual Awards Banquet on the evening of July 13, 2017. The Awards Banquet focused on recognizing communities and organizations for outstanding achievements within the region. Fifteen communities were recognized for outstanding achievements at the 2017 Banquet. ETDD was honored to host over 140 local leaders at the banquet. Mr. Tre Hargett, Tennessee Secretary of State, provided keynote remarks regarding the security of the voting process in Tennessee.

The Executive Committee met ten times during the year. At the Board of Directors Annual Business Meeting, the preliminary budget and work program for 2017-2018 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 how the Department responds to domestic terrorism incidents.

At the January meeting, the state and federal legislative agendas for 2017-2018 were presented and approved by the Executive Committee. The Annual Legislative Platform was immediately distributed to State and Federal legislators. Mr. Chris Edmonds provided an update on workforce development initiatives in Hamblen County.

At the February meeting, the Nominating Committee recommended new officers for 2017-2018, an overview of the rural development initiatives 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. A new leave conversion policy for ETDD was approved.

At the April meeting, an overview of the Retail Academy initiative was provided, a final legislative overview was provided and Ms. Faye Anderson with the US Census spoke about the upcoming LUCA process.

At the May meeting, several upcoming grant opportunities were discussed, the ETDD economic development program was reviewed and a RLF loan project was approved.

At the June meeting, annual salary adjustments for ETDD employees were presented, the status of the federal budget was discussed and the 2017 awards to be presented at the Banquet were presented.

At the July Executive Committee meeting, the new ETDD officers were seated and new subcommittee appointments were made by the Chair. A Conflict of Interest Statement was also adopted by the Committee.

At the September Executive Committee meeting, the 2017-2018 CEDS was adopted as well as an update to the Affirmative Action Plan. The committee also approved modifications for the Revolving Loan Fund Program.

At the October Executive Committee meeting, grant programs were discussed, an overview of the Planning Assistance Service was provided and a presentation was made by Leslie Buer with the TN Department of Health.

At the November meeting, the annual audit for the 2017 program year was presented and accepted by the Executive Committee and the solid waste planning program was discussed.

BOARD OF DIRECTORS, 2017-2018

OFFICERS:

Chair: Johnny Merritt, City of Luttrell Mayor
Vice-Chair: E. L. Morton, Campbell County Mayor
Secretary: Ron Woody, Roane County Executive
Treasurer: Roland (Trey) Dykes, III

EXECUTIVE COMMITTEE:

Terry Frank, Anderson County Mayor
Don Mull, Mayor of Alcoa
E. L. Morton, Campbell County Mayor
Jack Daniels, Claiborne County Mayor
Crystal Ottinger, Cocke County Mayor
Terry Wolfe, Mayor of Bean Station
Bill Brittain, Hamblen County Mayor
Rodney Davis, Jefferson County Development Representative
Tim Burchett, Knox County Mayor

Rollen Bradshaw, Loudon County Mayor
Tim Yates, Monroe County Mayor
Don Edwards, Morgan County Executive
Ron Woody, Roane County Executive
Dale Perdue, Scott County Mayor
Larry Waters, Sevier County Mayor
Johnny Merritt, Mayor of Luttrell
Mike Williams, Union County Mayor

Tennessee General Assembly:

Senator Ken Yager
Representative Kent Calfee

Minority Member-At-Large:

Roland Dykes, III

Anderson County

Mayor Terry Frank**
Mayor Scott Burton
Mayor Michael Lovely
Mayor Chris Mitchell
Mayor Warren Gooch
Mr. Tim Thompson***

Blount County

Mayor Ed Mitchell**
Mayor Donald R. Mull
Mayor Andy Lawhorn
Mayor Tom Bickers
Mayor Tom Taylor
Mayor Carl Koella
Mayor Michael Talley
Mr. Bryan Daniels ***

Campbell County

Mayor E. L. Morton**
Mayor Bobby Stooksbury
Mayor June Forster
Mayor Forster Baird
Mayor Mike Stanfield
Mr. Andy Wallace***

Claiborne County

Mayor Jack Daniels**
Mayor Neal Pucciarelli
Mayor Linda Fultz

Mayor Jerry Beeler

Mayor Bill Fannon
Ms. Tammy Hopper***

Cocke County

Mayor Crystal Ottinger**
Mayor Connie Ball
Mayor DeWayne Daniel
Mr. Tommy Bible***

Grainger County

Mayor Mark Hipsher**
Mayor Terry Wolfe
Mayor Patsy McElhaney
Mayor Fred Sykes
Mr. David Lietzke***

Hamblen County

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

Jefferson County

Mayor Alan Palmieri**
Mayor J. Clint Hurley
Mayor George A. Gantte
Mayor Mark Potts
Mayor Beau Tucker
Mayor Glenn E. Warren, Jr.
Mr. Rodney Davis***

Knox County

Mayor Tim Burchett**
Mayor Ralph McGill
Mayor Madeline Rogero
Ms. Sarah Fansler***

Loudon County

Mayor Rollen Bradshaw**
Mayor Tom Peeler
Mayor Tony Aikens
Mayor Jim Greenway
Mayor Chris Miller
Mr. Jack Qualls***

Monroe County

Mayor Tim Yates**
Mayor Glenn Moser
Mayor Doyle Lowe
Mayor Patrick Hawkins
Mayor Bob Lovingood
Mr. Bryan Hall***

Morgan County

County Executive Don Edwards**
Mayor Buddy Miller
Mayor Teresa Ryon
Mayor Jonathan Dagley
Ms. Sharon Heidel***

Roane County

County Executive Ron Woody**
Mayor Wayne Best
Mayor Tim Neal
Mayor Cecil Crowe
Mayor Mike Miller
Mr. Wade Creswell***

Scott County

Mayor Dale Perdue**
Mayor Dennis Jeffers
Mayor Jack Lay
Mayor Virgil D. Cecil
Mr. David Cross***

Sevier County

Mayor Larry Waters**
Mayor Mike Werner
Mayor David Wear
Mayor Kevin Howard
Mayor Bryan Atchley
Ms. Earlene Teaster***

Union County

Mayor Mike Williams**
Mayor Johnny Merritt
Mayor H. E. Richardson
Mayor Gary Chandler

** 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 2017, ETDD provided professional planning staff services and GIS staff services to 33 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 2016, ETDD engaged in a complete format revision of the Comprehensive Economic Development Strategy (CEDS) for the region. ETDD prepared the revision of the CEDS in order to comply with new regulations that were promulgated by the US Economic Development Administration in 2015. The overhaul of 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 July of 2017, 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 late August of 2017, 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 September and the final CEDS document was approved by the ETDD Executive Committee in September of 2017. The completed CEDS was subsequently submitted to the Economic Development Administration in late September of 2017. Subsequent updates of the CEDS will take place on an annual basis through 2018.

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 completed the current annual iteration of the comprehensive survey, the largest undertaking in the state, in May of 2017. Over 1,737 projects were updated in the survey 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 May 2017 report estimates the five year cost of state-wide infrastructure needs at approximately \$43.4 billion dollars. Topping the list are transportation and utilities needs at \$24.4 billion, followed by education needs at \$9.6 billion, health and safety needs at \$6.2 billion, recreation and cultural needs at \$1.8 billion, economic development needs at \$417 million and general government needs at \$722 million.

On a local level, Blount county's total infrastructure needs are topped out at \$818,365,508 and include \$407 million dollars in transportation projects that are in planning, design and construction stages. Whereas in Campbell County, the infrastructure needs total \$184,452,024 and their transportation projects in planning, design and construction stages total \$101,127,963. Knox and Sevier counties both need new schools and additions with Knox County's need level at \$66,495,000 and Sevier County's being at \$95,548,000.

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. Additionally, 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 eighty-nine (589) meetings that ranged from activities with planning commissioners, legislative bodies, boards of zoning appeals, investors/developers, the general public, and scheduled training sessions. Staff also conducted one hundred and forty-nine (149) agenda and project reviews with city/county officials or developers. There were eighty-three (83) meetings with Boards of Zoning Appeals members and twenty (20) meetings with the respective legislative bodies. The overarching goal of these types of services is to establish 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 sixty-four (64) subdivision regulation amendments, sixty-six (66) zoning text amendments, and seven (7) amendments to municipal codes. Development review services included staff reviews of four hundred and nine (409) subdivision plats and two hundred and twenty-six (226) site plans. Additional activities included evaluating sixty-eight (68) rezoning requests and considering eighty-three (83) board of zoning appeals cases for a cumulative total of eight hundred and sixty-one (861) agenda items administered this past year.

The Planning Advisory Service continued to offer free regional training for planning commissioners. These sessions involved staff from the Tennessee Department of Transportation presenting two (2) regional seminars related to transportation issues. Additionally, there were two (2) training sessions on private property rights. Combined, these training seminars provided eight (8) hours of training to planning commissioners in order to meet the mandatory four (4) hours of annual training 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, board of zoning appeals powers, digital signage, the building permit system, design review commissions, fire wise practices, 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 the building permit system. Other training topics are being considered and will be tailored to local needs.

In addition to the total agenda items handled, several studies and planning projects have been completed by staff. These studies and projects include: codification of the Jefferson County Zoning Resolution, draft completion of the Anderson County Land Use and Transportation Policy Plan, 2018-2028, preparation of PUD standards and traditional housing standards for Kingston, signage study for Pittman Center, preparation of the Coke County Major Thoroughfare Plan, generation of the Cocke County Land Use Analysis, comprehensive review and conversion of

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digital copy of the Townsend Subdivision Regulations, adoption of the Gatlinburg Land Use and Transportation Policy Plan, 2016-2026, comprehensive review and conversion of digital copy of the Caryville Subdivision Regulations, established design review committees for Newport, Norris, and New Tazewell, and a re-write of the Rocky Top Subdivision Regulations.

Anticipated studies and projects for this coming year include: adoption of the Anderson County Land Use and Transportation Policy Plan, 2018-2028, preparation of a White Pine Housing Study, adoption of revised Pittman Center sign regulations, adoption of the revised digital copy of the Townsend Subdivision Regulations, codification of the Pittman Center Zoning Ordinance, comprehensive review and re-write of the White Pine Zoning Ordinance, adoption of Oneida digital sign provisions, consideration for Townsend flexible zoning provisions, revisions to the Rockwood Zoning Ordinance, finalization of a corridor management plan for Sevierville and Pigeon Forge (in coordination with RPO), and initiate a phase two comprehensive review of the Anderson County Subdivision Regulations.

ETDD continues to provide an active Geographic Information System (GIS) program that supported the region in numerous grant and planning projects in 2017. In general, during the last year GIS staff produced over 300 maps and illustrations for the Planning Advisory Service and ETDD grant and community projects, including Solid Waste grants, THC applications, ARC grants, transportation projects, CDBG grants and environmental reviews, and planning projects, among others.

More specifically, GIS projects completed over the last year include 84 maps and illustrations for multiple solid waste grants for communities across the district; 46 maps and illustrations for CDBG environmental reviews; 34 maps for CDBG grant applications; and 27 maps for solid waste needs assessments in multiple counties. GIS staff also carried out routine services such as proposed rezoning illustrations and minor updates to zoning maps, project area maps and site illustrations for grants, and study area maps for various planning projects.

In addition to the projects mentioned above, major projects completed by GIS staff in 2017 included a new zoning map for Rockwood (soon to be adopted), an updated zoning map for Tazewell that included a backlog of changes from the city, and maps and land use data for an Anderson County land use and transportation policy plan. Staff also prepared work maps for several transportation projects, including drafts of complex maps showing State Aid roads for five counties.

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 2017 - 2018, 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.

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 2016, 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 Community Transportation Planning Grant and other transportation related grant programs. ETDD staff is actively involved in these grant programs.

The recently passed 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 2017, ETDD assisted the following communities with grant administration or the preparation of grant applications that fund improvements to water service or wastewater service: Cocke County, Morgan County, Anderson County, Claiborne County, Harrogate, Cumberland Gap, Rocky Top, White Pine, TASS, Monroe County, Norris, Madisonville, Jefferson City and Jefferson County.

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 an individual solid waste needs assessment for every solid waste region in the district every five years. In 2017/18, ETDD prepared solid waste needs assessments for Sevier, Roane, and Claiborne Counties.

In 2017/18, 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 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 2017/18, ETDD continued to promote collaboration in the region by hosting a solid waste directors meeting to discuss the State 2025 plan 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 2017/18, ETDD staff prepared used oil grant program applications on behalf of the municipalities of Dandridge, Norris, and Oliver Springs; Grainger, Morgan, Scott, and Union Counties; and the Campbell County Highway Department. The total grant request was

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\$193,800.00 for these projects. ETDD staff also prepared convenience center grant applications on behalf of Anderson, Campbell, Grainger, Hamblen, Morgan, and Union Counties. The total grant request was \$481,148.00 for these projects. Additionally, ETDD staff prepared education and outreach grant applications on behalf of Anderson, Campbell, Monroe, and Union Counties, with a total grant request of \$19,761.16 for these projects. ETDD staff also assisted Campbell and Scott Counties with preparing measurement grant applications for a total grant request of \$57,840.00 for these projects. ETDD staff also prepared recycling equipment grant applications on behalf of Campbell, Hamblen, Morgan, Scott, and Union Counties, the City of Jellico, and the Town of Caryville, with a total grant request of \$358,199.00 for these projects. In total, ETDD staff assisted with \$1.11 million in solid waste grant requests.

During 2017/18, to provide the most up-to-date knowledge to the communities of the region, ETDD's solid waste planner also attended the Zero Waste Principles and Practices course taught by the Solid Waste Association of North America and the California Resource Recovery Association. Upon completion of the course and exam, ETDD's solid waste planner became the first person in the state to hold this professional certification.

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 2017, ETDD coordinated quarterly meetings that were sponsored by the Maryville Fire Department, the Oak Ridge Fire Department, the Knoxville Fire Department and the Alcoa Fire Department. The officers of the ETRCFC during 2017 were Chair, Lee Turner, Chief of the Jefferson City Fire Department; Vice-Chair, Darren Stinnett, Deputy Chief of the Alcoa City 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; *Firefighters Grant* that deals with firefighting or EMS equipment, firefighting vehicles and training for firefighters and first responders. The FEMA program is very affordable - grants are typically made for at least 90% of the project costs and the local share can be as low as 5%. Also popular with local governments is the SAFER Program – a grant program that provides funding for the hiring and retention of firefighters. Grant funds can also be used to recruit volunteer firefighters. The other program is Fire Prevention that allows our communities to request funding for smoke detectors, school education supplies and training facilities. 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.

In 2017/18, ETDD staff either assisted or prepared FEMA Firefighter Grant Program applications for the following fire departments: Scott County regional, Winfield, Caryville, Rocky Top, Mid County (Scott County), Tazewell, Harrogate, Madisonville, 7th District (Scott County) Parrottsville and Harriman. The total of the grant funds requested were \$860,775.00.

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 bullet proof vests. ETDD staff submitted Bullet Proof Vest applications on behalf of Norris, Sweetwater, Harriman, Oliver Springs, Bean Station. Anderson County and Clinton. The total grant monies requested was for outfitting 95 officers.

GRANTSMANSHIP

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 2017 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 2017 program year with one or more of these programs include Community Development Block Grant – Baneberry, Campbell County, Caryville, Cocke County, Dandridge, Harrogate, Jefferson City, Jefferson County, Loudon County, Madisonville, Monroe County, Morgan County, New Market, Parrottsville, Roane County Scott County Sweetwater and Union County. A total request for funds was \$7.9 million. Assets Base Planning Grant – Campbell County, Scott County, Claiborne County, Cocke County and Union County – A total of \$263,160.00 dollars were secured for the Counties to meet short-term economic goals. Appalachian Regional Commission – City of Loudon, Rockwood Utility, Oneida TCAT, Scott County Industrial Board, Hiwassee College, City of Dandridge, Union County, Campbell County, Plateau Utility District and Arthur-Shawnee Utility District. A total request of \$4.7 million has been requested.

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 of 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 include broadband into rural areas of Cocke County that have no service. A total of \$6.8 million was requested on their behalf.

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. 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 Clinton, the City of Rockwood, and the Town of New Tazewell with the administration of their previously awarded housing rehabilitation CDBG grant projects.

ECONOMIC AND COMMUNITY DEVELOPMENT

In March 2017, ETDD housing staff submitted HOME grant applications for the following governmental entities: Union County 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 2018, 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 the most successful programs in our district is the Emergency Repair Program for the Elderly (ERP), a THDA grant that allow for vital repairs and modifications that will allow families and elderly residents to remain in their homes. In July 2017, ETDD received a 1-year allocation of \$300,000 from THDA for the ERP budget. Due to successful dissemination of funds, ETDD received a second allocation of \$225,000 in fall 2017, with a third round of funding in January 2018. ERP funds under this contract now total \$757,763. 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 2017, ETDD staff submitted National Register nominations for the the Vose School in Alcoa, the Tanner Store in Wartburg, and the Bethel Methodist Church in Morristown. Other nominations being prepared include the Newport Historic District in Cocke County, Coal Hill Historic District in Scott County, the Wheat Burial Ground in Anderson County, the Stonecipher-Kelly House in Morgan County, and the Wolf Creek Bridge in Cocke County.

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.

AREAWIDE DEVELOPMENT CORPORATION

SBA 504 LOAN PROGRAM

The SBA 504 loan program is a partnership between a Certified Development Company (CDC) such as 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 with an SBA 504 loan. A private lender must partner with the CDC and typically provides 50% of the needed financing, while the entrepreneur ends up investing as little as 10% down into the project. The maximum SBA debenture is \$5 million or \$5.5 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 or 20 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. Debenture bonds are especially attractive to investors since they are backed by the SBA and fully guaranteed by the U.S. Treasury. The January 2018 full term rate for the 20 year debenture was 5.10%. The 10 year debenture funds every other month, the most recent funding was January 2018, and the full term rate was 5.208%. Both the 10 and 20 year debentures are fully amortizing loans. Since its inception, ADC has received SBA approvals for loans totaling \$209,705,069 resulting in over \$575 million dollars in economic investments and over 5,000 jobs being created or retained. ADC's current 504 loan portfolio has 52 outstanding loans and the value of the portfolio exceeds \$34 million dollars (SBA funding only). ADC had six loans approved in fiscal year 2017 totaling \$3,306,000. SBA announced in May 2017 the addition of a 25 year debenture with an anticipated launch date in the summer of 2018. The 25 year debenture will provide an additional option for small business owners in financing their project.

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 through commercial credit or other Federal, State, or local programs at reasonable rates and terms. 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 \$316,542.

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 seven outstanding loans with a total portfolio value \$718,998.

FINANCIAL MANAGEMENT

The District's financial statement audit compiled by Rodefer Moss & Co, PLLC, Certified Public Accountants, for the year ending June 30, 2017 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, 2018 amounted to \$2,172,486. 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 Program	300,000
• U.S. Department of Interior, National Park Service, through the Tennessee Historical Commission	32,000
• 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 Programs	488,200
• Grant Administration	220,000
• Tennessee Advisory Commission on Intergovernmental Relations	71,000
• Tennessee Department of Transportation, Rural Planning Organizations	99,300
• Regional Planning Services	288,000

STAFF



Terrence Bobrowski
Executive Director
30 Years of Service

Don Woods, Areawide Development Corporation Director.....	43 years of service
Mitchell Loomis, Grant Programs Manager	24 years of service
Mollie Childress, Infrastructure Planner	20 years of service
Debbie Sudhoff, Business Development Specialist.....	9 years of service
Rick Yakubic, Deputy Director and Fiscal Officer	8 years of service
Don Brown, Transportation Planner.....	7 years of service
Midge Jessiman, Community Planner.....	7 years of service
Joe Barrett, Community Planner.....	7 years of service
Susie Butefish, GIS Planner	7 years of service
Nichole Britt, Grants Specialist	6 years of service
Christie Burt, Administrative Assistant	4 years of service
Dan Hawk, Contract Community Planner.....	3 years of service
Nikki Woods, Loan Program Administrator	3 years of service
Joe Austin, Business Development Specialist	3 years of service
Lindsay Crockett, Historic Preservation/Housing Planner	2 years of service
David Williams, Community Planner	1 year of service
Beth Lazar, Finance and Administrative Assistant	1 year of service
Tim Hendrick, Solid Waste Planner	10 months of service
Jordan Rockwell, Community Planner	3 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.