

**Upper Cumberland Development District  
Executive Committee Meeting**

<b>MINUTES</b>	<b>OCTOBER 19, 2022</b>	<b>10:00 A.M.</b>	<b>COOKEVILLE, TN</b>
<b>MEETING CALLED BY</b>	Chairman Randy Heady		
<b>TYPE OF MEETING</b>	UCDD Executive Committee Meeting		
<b>FACILITATOR</b>	Chairman Randy Heady		
<b>NOTE TAKER</b>	Sherry Thurman		
<b>MEMBERS PRESENT</b>	Greg Mitchell, Dale Reagan, Allen Foster, Matt Adcock, Jimmy Johnson, Randy Heady, Steve Jones, Steven Barlow, Stephen Bilbrey, Sam Gibson, Randy Porter, Laurin Wheaton, Jeff Mason, Sarah Marie Smith, David Sullivan, Terry Bell, Marvin Lusk, Denny Robinson		
<b>MEMBERS ABSENT</b>	Andy Duggin, Luke Collins, James Mayberry, Josh Miller, Harvey Stowers, Lloyd Williams, Jerry Wilmore, Curtis Hayes, Mickey Robinson, Ryle Chastain, Jerry Lowery, Representative Cameron Sexton, Senator Paul Bailey		
	<b>CALL TO ORDER / PRAYER / PLEDGE OF ALLEGIANCE</b>		<b>CHAIRMAN RANDY HEADY</b>
<b>CALL TO ORDER</b>	Chairman Randy Heady called the meeting to order. Chairman Heady announced that Monterey City Mayor Nathan Walker passed away and asked everyone to remember his family in their prayers. Services for the Mayor will be held tonight from 5:00 until 8:00 at the Community Center.		
<b>PRAYER</b>	Chairman Randy Heady asked County Mayor Randy Porter to opened the meeting with prayer.		
<b>PLEDGE OF ALLEGIANCE</b>	The Pledge of Allegiance was cited.		
	<b>ROLL CALL</b>		
<b>ROLLCALL</b>	Sherry Thurman called the roll and the attendance is recorded above. There was a quorum of the committee members present.		
	<b>APPROVAL OF CONSENT AGENDA</b>		<b>CHAIRMAN RANDY HEADY</b>
<b>DISCUSSION</b>	<p>Chairman Randy Heady advised that the consent agenda consist of the following:</p> <ul style="list-style-type: none"> <li>• Executive Committee Meeting Minutes – August 16, 2022</li> <li>• Title VI Implementation Plan</li> <li>• Title VI Policies and Procedures</li> <li>• Four-Factor Analysis &amp; Limited English Proficiency (LEO) Plan</li> <li>• Equal Employment Opportunity Plan</li> </ul> <p>A motion was made to approve the Consent Agenda.</p>		
<b>ACTION</b>	<p><b><u>Motion to Approve</u></b>            Motion made by: Jeff Mason            Motion seconded by: Dale Reagan</p>		

	Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.
	<b>UCDD FINANCIAL REPORT                      GINGER STOUT, FINANCE DIRECTOR</b>
<b>DISCUSSION</b>	Ginger Stout presented the July 1, 2021 through August 31, 2022 financial report for Upper Cumberland Development District.  A motion was made to approve the financial report.
<b>ACTION</b>	<b><u>Motion to Approve</u></b> Motion made by: Randy Porter Motion seconded by: Steve Jones  Chairman Randy Heady asked for discussion or comments on the motion.  Motion carried unanimously.
	<b>UCDD LOANS    JESSE VILLARD, LOAN OFFICER</b> <ul style="list-style-type: none"> <li>• <b>Creative Learning</b></li> <li>• <b>Little Sunshine Academy</b></li> </ul>
<b>DISCUSSION</b>	Executive Director Mark Farley advised that Jesse Villard works with the revolving loan fund. The Development District tries to help businesses get started and get the capital that they need for their business ventures. The revolving loan fund is well over ten million dollars. The Development District is not in competition with the banks and partners. We are the lender of last resort. If a business is trying to get capital and they cannot get funding through the bank the revolving loan fund can assist.  Executive Director Mark Farley advised that six months ago we made childcare a point of emphasis for the revolving loan fund to help local daycares get off the ground and hopefully add capacity. The board saw childcare as a need that they agreed to do a no interest or up to one percent interest loan for child care to try and spur more capacity in the Upper Cumberland region.  Jesse Villard presented a loan request for Creative Learning in Cookeville. <ul style="list-style-type: none"> <li>• Project Total Cost: \$1,375,000</li> <li>• Loan Amount: \$250,000</li> <li>• Owner – Ismail Caper - \$245,000</li> <li>• Southern Bank of Tennessee - \$880,000</li> <li>• Proposed Interest Rate: 1.00%</li> <li>• Proposed Terms: 20 years</li> <li>• Collateral: second lien on the land and building located at 375 S. Walnut Avenue; first lien on furniture and fixtures &amp; equipment; with personal guarantees on Ismail Caper; and assignment of life insurance.</li> </ul> A motion was made to approve the loan request.
<b>ACTION</b>	<b><u>Motion to Approve</u></b> Motion made by: Randy Porter Motion seconded by: Dale Reagan  Chairman Randy Heady asked for discussion or comments on the motion.  Motion carried with a roll call vote. Eighteen board members voted yes.

DISCUSSION	<p>Jesse Villard presented a loan request for Little Sunshine Academy, LLC in Carthage. At the June board meeting, the board approved the loan for \$200,000. The owner has had some cash flow issues. She was told that the facility would be open by August, 2022. There were some unexpected changes from the State Fire Marshall's office and this has caused significant construction cost overruns. Jesse presented an amendment to the loan that was presented in June. The new proposed project is as follows;</p> <ul style="list-style-type: none"> <li>• Project Total Cost: \$870,000</li> <li>• UCDD Loan: \$200,000</li> <li>• UCDD Loan Addition: \$80,000</li> <li>• Bank of Tennessee: \$340,000</li> <li>• CDGB-CV Grant: 185,000</li> <li>• Down Payment: \$65,000</li> <li>• Proposed Interest Rate: 0.50%</li> <li>• Proposed Terms: 20 years</li> <li>• Collateral: second lien on the land and building located at 117 Eatherly Landing Road; first lien on furniture, fixtures &amp; equipment; with personal guarantees on April Brooks.</li> </ul> <p>A motion was made to approve the loan request.</p>
ACTION	<p><u>Motion to Approve</u>  Motion made by: Steve Jones  Motion seconded by: Jimmy Johnson</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried with a roll call vote. Eighteen board members voted yes.</p>
	<p><b>ACTION ITEMS</b> <span style="float: right;"><b>RANDY HEADY, CHAIRMAN</b></span></p> <ul style="list-style-type: none"> <li>• <b>Comprehensive Economic Development Strategy (CEDs)</b></li> <li>• <b>FY-2022 AAAD Annual Report</b></li> <li>• <b>Internal Control</b></li> </ul>
DISCUSSION	<p>Megan Choate presented the proposed draft for the Comprehensive Economic Development Strategy. The Economic Development Administration commissions the Development District to spearhead the creation of a regional strategy known as the CEDs. The document serves as a roadmap for the region to ensure that communities, organizations, stakeholders and lenders are working in coordination toward the same goal. A new plan is prepared every five years and annual updates are completed in between.</p> <p>Mrs. Choate advised that the Economic Development Strategy Sessions that are conducted across the region in the summer is the foundation for the information that is in the CEDs document. We strive to make sure that the needs and the priorities for the entire region are weighed into document. The Development District works with a CEDs Committee that brings in a more diverse background and participants.</p> <p>Aaron Lay presented the SWOT Analysis for the CEDs document.</p> <p>Executive Director Mark Farley presented the five goals for the CEDs document:</p> <ul style="list-style-type: none"> <li>• Tourism – Leveraging the region's natural beauty to bolster economic</li> </ul>



<p><b>DISCUSSION</b></p>	<p>has allowed a change in their Community Development Block Grant funds to be used for childcare. Additional funds were received through Coronavirus. Applications were taken from childcare providers in the Spring of 2022. There were over five million dollars in request for only a little over one million of funds that is going to be allocated to the Upper Cumberland region. Nine projects were selected to move forward in seven of the counties. Contracts are in the process of being executed. Of the nine grants we expect that it will create fifty-three new jobs and open up three hundred childcare slots.</p> <ul style="list-style-type: none"> <li>• <u>Recovery to Work Program</u> Michael Miller advised that part of the Appalachia Regional Commission grant with the Recovery to Work program was to start entrepreneurial projects. Currently there are three projects that have started. One of the newest projects is called Pitch It. We reached out to all the communities and spoke to individuals that are in recovery. Eleven requests for the Pitch It program were received and five individuals were picked to go through the Pitch It event at the Biz Foundry. The individuals were pitching for a grant of \$15,000. The individuals that did not win were granted \$500.00 for assistance to help them in what they are doing. Mr. Miller introduced Billy Rogers who was the winner of the inaugural pitch it event. Mr. Rogers will be opening a Man of Faith Tree Service.</li> </ul> <p>Executive Director Mark Farley introduced the new UCDD employees to the board: Rosa Smith, Economic Development; Ty Walker, GIS mapping; Josh Yoder, Community Development Planner; and Kaliee Dick, Special Projects.</p> <p>Executive Director Mark Farley advised that the County Mayor’s Retreat was held a couple weeks ago. One of the things that came from the meeting is that we have volunteered to do an EMS Wage and Benefit Study. After the November election, we plan schedule a retreat for the City Mayors. If there are any topics that the City Mayors would like to discuss at the retreat let us know.</p> <p>Executive Director Mark Farley advised that the annual meeting will be held on December 21<sup>st</sup>.</p>
	<p><b>EXECUTIVE DIRECTOR REPORT</b> <span style="float: right;"><b>MARK FARLEY, EXECUTIVE DIRECTOR</b></span></p>
<p><b>DISCUSSION</b></p>	<p>The Executive Director Report was covered under program updates.</p>
	<p><b>REGIONAL PARTNERS</b> <span style="float: right;"><b>CHAIRMAN RANDY HEADY</b></span></p>
<p><b>DISCUSSION</b></p>	<p>Chairman Randy Heady introduced the regional partners attending.</p> <ul style="list-style-type: none"> <li>• Jill Osborne with the Tennessee Department of Economic and Community announced that Angela Regitko and herself works with prospective businesses that might be looking at communities to bring more jobs and competitive wages. If any county commissioners or city councils want training on economic development, Jill encouraged them to reach out to the Development District, Angela Regitko or herself.</li> <li>• Boyd Barker with the Tennessee Department of Agricultural advised that the application period for the Tennessee Agriculture Enhancement Program was the first week of October. There were over 7,500 applications in all ninety-five counties across the state. The top three projects applied for were:</li> </ul>

**DISCUSSION**

- livestock equipment, hay storage and cattle genetics.
- Josh Wilkerson with USDA Rural Development gave an update on Rural Development programs. Mr. Wilkerson announced that he has accepted the role of Area Director for the Upper Cumberland and Chattanooga regions.
  - Robert Becker with the Tennessee Department of Environment and Conservation advised that TDEC recently approved seventy-two million dollars of ARP funds. Right now, we are in the first round which is the noncompetitive and information will be released for round two in the Spring. TDEC will be looking for regionalization projects. If there are remaining funds a third round may open. The Division of Solid Waste recently sent out a tire survey for county input on how the program can be made better. Tennessee State Parks dedicated their 57<sup>th</sup> state park in Grundy county. Local parks and recreation fund grants will be opening soon.
  - Jenny Spurlock with Congressman John Rose office announced that staff is getting ready for redistricting.
  - Bonnie Warren with Senator Bill Hagerty's office announced that staff is getting calls from outgoing congressional members wanting assistance with cases that are not in Congressman Rose's district.
  - Tanner Cox with Senator Bill Hagerty's office advised that the last couple months has been recess periods. Senator Hagerty visited Smith County a couple weeks ago and he looks forward to visiting other counties in the region. Senator Hagerty introduced a new bill that will impact Upper Cumberland. The new bill will allow distribution of deadly fentanyl be charged as a felony murder.
  - Sonya Rimmer with Volunteer Energy Cooperative announced that Deon Cooper will be the new CEO of Volunteer Energy Cooperative effective December.

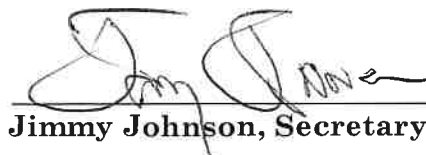
Tommy Lee announced that Governor Lee launched a 100-million-dollar violent crime intervention fund. The eligible entities for the grant opportunity are law enforcement agencies. Some of the allowable usage of funds are general salaries and personnel cost, equipment and technology. The notice of intent to apply for the grant is December 15<sup>th</sup> and the application deadline is January 16, 2023. If anyone is interested in applying, speak to your local sheriffs or police chiefs and let us know if you want to submit an application for funding.

Tommy Lee advised that the Episode Six for Wish You Were Here will air Thursday, October 20<sup>th</sup>, at 7:00 p.m., on WCTE.

	<b>OLD BUSINESS</b>	<b>CHAIRMAN RANDY HEADY</b>
<b>DISCUSSION</b>	No old business was presented for discussion.	
	<b>NEW BUSINESS</b>	<b>CHAIRMAN RANDY HEADY</b>
<b>DISCUSSION</b>	No new business was presented for discussion.	
	<b>PUBLIC COMMENTS</b>	<b>CHAIRMAN RANDY HEADY</b>
<b>DISCUSSION</b>	There were no public comments presented.	
	<b>ADJOURN</b>	<b>CHAIRMAN RANDY HEADY</b>

<b>ACTION</b>	Chairman Randy Heady advised that he would accept a motion to adjourn. <b><u>Motion to Adjourn:</u></b> Motion made by: Denny Robinson Motion seconded by: Allen Foster  The UCDD Executive Committee voted unanimously to adjourn the August 16, 2022 meeting.
<b>CONCLUSION</b> 11:15 a.m.	

  
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Randy Heady, Chairman

  
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Jimmy Johnson, Secretary