
Executive Committee Meeting Agenda | April 17, 2024

1. **Call to Order | Randy Heady, Chairman**
 - a. Prayer
 - b. Pledge of Allegiance
2. **Roll Call | Sherry Thurman**
3. **Approval of Consent Agenda | Randy Heady, Chairman**
 - a. Executive Committee Meeting Minutes – February 21, 2024
4. **UCDD Financial Report | Ginger Stout, Finance Director**
 - a. 2024-2025 Budget
5. **Action Items | Randy Heady, Chairman**
 - a. Performance Evaluations
 - Mark Farley, Executive Director
 - Ginger Stout, Finance Director
 - b. Area Agency on Aging and Disability FY 2025 Area Plan Update
 - c. CARES ACT Revolving Loan Fund Work Plan Update
 - Resolution 24-04-01
 - d. Lease Agreement Between Upper Cumberland Development District and Cumberland Regional Development Corporation
 - e. Dues Increase
6. **Program Updates | Mark Farley, Executive Director**
 - a. Senior Center Re-branding | Holly Williams
7. **Executive Director Report | Mark Farley, Executive Director**
8. **Regional Partners | Randy Heady, Chairman**
9. **Old Business | Randy Heady, Chairman**
10. **New Business | Randy Heady, Chairman**
11. **Public Comments | Randy Heady, Chairman**
12. **Adjourn | Randy Heady, Chairman**

**Upper Cumberland Development District
Executive Committee Meeting**

DRAFT MINUTES	FEBRUARY 21, 2024	10:00 A.M.	COOKEVILLE, TN
MEETING CALLED BY	Chairman Randy Heady		
TYPE OF MEETING	UCDD Executive Committee Meeting		
FACILITATOR	Chairman Randy Heady		
NOTE TAKER	Sherry Thurman		
MEMBERS PRESENT	Greg Mitchell, Dale Reagan, Josh Miller, Jimmy Johnson, Randy Heady, Lloyd Williams, Steve Jones, Jerry Wilmore, Stephen Bilbrey, Laurin Wheaton, Jeff Mason, Marvin Lusk, Denny Robinson		
MEMBERS ABSENT	Andy Duggin, Luke Collins, Allen Foster, R. J. Crawford, Matt Adcock, Harvey Stowers, Steven Barlow, Curtis Hayes, Sam Gibson, Randy Porter, Stephen Babcock, David Sullivan, Alisa Farmer, Terry Bell, Ryle Chastain, Jerry Lowery, Representative Cameron Sexton, Senator Paul Bailey		
	CALL TO ORDER / PRAYER / PLEDGE OF ALLEGIANCE		CHAIRMAN RANDY HEADY
CALL TO ORDER	Chairman Randy Heady called the meeting to order.		
PRAYER	Chairman Randy Heady opened the meeting with prayer.		
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was cited.		
	ROLL CALL		
ROLLCALL	Sherry Thurman called the roll and the attendance is recorded above. There was a quorum of the committee members present.		
	APPROVAL OF CONSENT AGENDA		CHAIRMAN RANDY HEADY
DISCUSSION	Chairman Randy Heady advised that the consent agenda consist of the following: <ul style="list-style-type: none"> • UCDD Executive Committee Meeting Minutes – December 21, 2023 A motion was made to approve the Consent Agenda.		
ACTION	<u>Motion to Approve</u> Motion made by: Jimmy Johnson Motion seconded by: Denny Robinson Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.		

	UCDD FINANCIAL REPORT GINGER STOUT, FINANCE DIRECTOR
DISCUSSION	Ginger Stout presented the UCDD financial report for July 1, 2023 through December 31, 2023. A motion was made to approve the financial report.
ACTION	<u>Motion to Approve</u> Motion made by: Steve Jones Motion seconded by: Greg Mitchell Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.
	MICHAEL NESBITT AND KYLE ANDERSON, BOUTON ENGINEERING
DISCUSSION	Chairman Randy Heady introduced Michael Nesbitt and Kyle Anderson with Bouton Engineering. Mr. Nesbitt and Mr. Anderson gave an overview of the services Bouton Engineering provides and how they can assist the counties/cities.
	ACTION ITEMS CHAIRMAN RANDY HEADY <ul style="list-style-type: none"> • Statutory Bonds <ul style="list-style-type: none"> • Randy Heady • Randy Porter
DISCUSSION	Executive Director Mark Farley advised that, in accordance to the state's bonding requirements, the Development District needs to secure a bond for the chairman and the treasurer. A motion was made to approve the action items.
ACTION	<u>Motion to Approve</u> Motion made by: Denny Robinson Motion seconded by: Dale Reagan Chairman Randy Heady asked for discussion or comments on the motion. Motion carried with a roll call vote. Thirteen board members voted yes.
	LEGISLATIVE UPDATE CHAIRMAN RANDY HEADY
DISCUSSION	Chairman Randy Heady advised that several County Mayor's traveled to Nashville for an update on the bills in the legislature, some of which are of concern. If any board member would like a copy of the bills, contact Chairman Heady. Chairman Heady updated the board members on several of the legislative bills.
	PROGRAM UPDATES MARK FARLEY, EXECUTIVE DIRECTOR
DISCUSSION	Tommy Lee gave an update on the Planning and Community Development Department. <ul style="list-style-type: none"> • The Appalachian Regional Commission "Ready Local Governments" is offering a nine-week training course and funding opportunities to help

DISCUSSION

- counties and cities better identify secure, manage, and implement federal funded projects. After the training course, local governments can apply for funding up to \$50,000 with no match. If anyone has questions contact Tommy Lee.
- The federal transportation workshop that was scheduled in January has been rescheduled to April 10th, from 9:00 until 12:00, at the Upper Cumberland Development District. There will be individuals from the federal highway administration and TDOT at the workshop that specializes in federal grants. The goal of the workshop is to max community needs with funding opportunities. Any questions about the workshop contact Mark Dudney or Jenna McKenzie.
 - Jenna McKenzie will be leaving the Development District and thanked her for all that she has done for the region and the Community Development team.
 - Lisa Luck is working with the solid waste departments on their annual performance report that is submitted every year to the Tennessee Department of Environment and Conservation. The reports are due April 30th.
 - Lisa Lusk is working on the Regional Needs Assessment. The Assessment will be due March 31st.
 - The Technical Assistance grant that funds Lisa Luck's position has been renewed for another year. The UCDD has funding for the solid waste planner position through June 30, 2025. If anyone has questions on the APRs, the Needs Assessment or the Technical Assistance grant contact Lisa Luck.
 - Filming has begun for season three of Wish You Were Here. Season three was funded by Tennessee Tech Center for Rural Innovation and the Tennessee Department of Tourism. Tommy thanked the U.S. Department of Agricultural and Josh Wilkerson for funding season two. There will be a season premier for season three, episode one, on March 22nd – 3:00, at the Upper Cumberland Development District.
 - The Destination Branding meeting that was scheduled during Martin Luther King Day week has been rescheduled for March 18, from 1:00 until 3:00. If there are any questions contact Hannah Carroll.
 - Hannah Carroll will be leaving the Development District at the end of February.
 - The Community Development department is working on Local Parks & Recreation grants and letters of intent for the Recreational Trails Program. The letters of intent are due Thursday, February 22nd.
 - The Community Development department is working on the Healthy Build Environment letters of intent. The letters of intent are due March 1st.
 - Community Development Block grants are due April 5th.
 - The HOME Rehabilitation Program applications are due February 29th.
 - Most of the TDEC State Water Infrastructure grant procurements have been approved.
 - Tommy introduced new staff in the Planning, Community Development department, Community Development Planners, Rebekah Beeler and

<p>DISCUSSION</p>	<p>Amanda Loshbough; and the new Tourism Recovery Coordinator, Molly Brown.</p> <ul style="list-style-type: none"> Tommy Lee recognized the Planning, Community Development team and the Lending & Economic Development team for an incredible 2023 year. UCDD administered a total of one hundred seventeen million in grants from January through December, 2023.
	<p style="text-align: center;">EXECUTIVE DIRECTOR REPORT MARK FARLEY, EXECUTIVE DIRECTOR</p>
<p>DISCUSSION</p>	<p>Executive Director Mark Farley advised that the amount of work that staff is doing is increasing. At the April board meeting, Executive Director Mark Farley and Finance Director Ginger Stout will present to the board some possible increases in dues for the year, what the funds will go towards, and how it would affect each individual government.</p> <p>Executive Director Mark Farley advised that several handouts (UC Recovery Connect program, legislative handout and an overview of the TCCY Report on the region) were distributed to the board members.</p> <p>Executive Director Mark Farley gave an update on two projects that staff is working on:</p> <ul style="list-style-type: none"> UCDD has become a Bright Start community working with Tennesseans for Quality Education. UCDD is serving as a convener to bring different individuals from the school system and other related areas together to work on projects to improve early childhood education up to the third grade. Last Fall, we announced that UCDD received an Appalachian Regional Commission Arise grant. An implementation budget will be sent to ARC in the near future and that will intel six states working together (State Chambers of Commerce, Development Districts, Workforce Development boards) to figure out how to move people out of recovery back into the workplace.
	<p style="text-align: center;">REGIONAL PARTNER CHAIRMAN RANDY HEADY</p>
<p>DISCUSSION</p>	<p>Chairman Randy Heady asked for updates from the regional partners.</p> <ul style="list-style-type: none"> Angela Regitko with the Tennessee Department of Economic & Community Development reported that things are slowing down with the new RFI's. Jill and Angela are available to visit with existing industries. Angela mentioned they want to ensure that industries capitalize on the tax cuts and expansion grants. Robert Becker with Tennessee Department of Environment and Conservation reported that the Brownfield grant manual has been released. TDEC is looking for the grant process to open next week. Funding for the Tire Environmental Act Program is available. The grant application process is open until April 15th. The Governor's Environmental Stewardship award is open and nominations will be accepted until March 15th. Nominations are open if you would like to recognize or highlight someone in your community that is doing great work in the environmental realm. Tennessee State Parks will have a lot of great programs available soon.

DISCUSSION	<ul style="list-style-type: none"> • Josh Wilkerson with USDA Rural Development reported that the deadline for rural business development grants will be at the end of February. The Rural Energy for America program is aimed at small businesses and ag producers in the community for the installation of solar power for energy efficiency improvements to a manufacturing facility or small business. Mr. Wilkerson advised that the Inflation Reduction Act doubled the amount of funding that USDA is able to put toward the projects and changed USDA to a quarterly funding cycle. Any questions about the program give Mr. Wilkerson a call. If there are projects or funding that you want to discuss give him a call. • Taylor Belcher with the Tennessee Valley Authority advised that the TVA's Economic Development Forum will be held in Nashville the third week of April. • Jenny Spurlock with Congressman John Rose's office gave an update on all the federal offices they have worked with to assist clients. • Caleb Haslett with Senator Marsha Blackburn's office announced that he is the new Field Representative for most of the Upper Cumberland. If staff can be of assistance with grant support contact their office. • Tyler Asher with Tennessee Department of Labor and Workforce Development advised that the department is working on the regional planning council and the business engagement plan. 	
DISCUSSION	OLD BUSINESS	CHAIRMAN RANDY HEADY
	No old business was presented for discussion.	
DISCUSSION	NEW BUSINESS	CHAIRMAN RANDY HEADY
	No new business was presented for discussion.	
DISCUSSION	PUBLIC COMMENTS	CHAIRMAN RANDY HEADY
	There were no public comments presented for discussion.	
DISCUSSION	ADJOURN	CHAIRMAN RANDY HEADY
ACTION	<p>Chairman Randy Heady advised that he would accept a motion to adjourn.</p> <p><u>Motion to Adjourn:</u> Motion made by: Denny Robinson Motion seconded by: Jimmy Johnson</p> <p>The Executive Committee voted unanimously to adjourn the February 21, 2024 meeting.</p>	
CONCLUSION 11:02 a.m.		

Randy Heady, Chairman

Jimmy Johnson, Secretary