

Executive Committee Meeting Agenda | June 18, 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 – April 17, 2024
4. **UCDD Financial Report | Ginger Stout, Finance Director**
5. **UCDD Loans | Mindy Tramel, Loan Officer**
 - a. Cornicello Italian Restaurant
 - b. D & M Market and Deli/Bud's Grocery
6. **Action Items | Randy Heady, Chairman**
 - a. 2024-2025 Work Plan
 - b. Emergency/Continuity of Operations Plan
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**

MINUTES	APRIL 17, 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, Matt Adcock, Jimmy Johnson, Randy Heady, Lloyd Williams, Steve Jones, Steven Barlow, Stephen Bilbrey, Sam Gibson, Jeff Mason, David Sullivan, Alisa Farmer, Marvin Lusk, Denny Roberson, Jerry Lowery		
MEMBERS ABSENT	Andy Duggin, Luke Collins, Allen Foster, R. J. Crawford, Josh Miller, Harvey Stowers, Jerry Wilmore, Curtis Hayes, Randy Porter, Laurin Wheaton, Stephen Babcock, Terry Bell, Ryle Chastain, 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	County Mayor Steve Jones 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 – February 21, 2024 A motion was made to approve the Consent Agenda.		
ACTION	<p><u>Motion to Approve</u> Motion made by: Denny Roberson Motion seconded by: Marvin Lusk Chairman Randy Heady asked for discussion or comments on the motion. Motion carried unanimously.</p>		
	UCDD FINANCIAL REPORT	GINGER STOUT, FINANCE DIRECTOR	
DISCUSSION	Ginger Stout presented the fiscal year 2024-2025 budget for UCDD. Included in the budget is a proposed dues increase from \$0.21 per capita to \$0.26, alongside a 3.2% cost of living increase for UCDD employees.		

DISCUSSION	<p>Executive Director Mark Farley noted that the proposed dues increase, spanning all fourteen counties and thirty-one cities, would total \$23,507.00.</p> <p>A motion was made to approve the financial report.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Steve Jones Motion seconded by: Steven Barlow</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried with a rollcall vote. Sixteen board members voted yes.</p>
	<p>ACTION ITEMS CHAIRMAN RANDY HEADY</p> <ol style="list-style-type: none"> a. Performance Evaluations <ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Resolution 24-4-1 d. Lease Agreement Between Upper Cumberland Development District and Cumberland Regional Development Corporation e. Dues Increase
DISCUSSION	<p><u>Performance Evaluations</u> Chairman Randy Heady advised that he, County Mayor Jeff Mason, and County Mayor Allen Foster, met to assess the performance of Executive Director Mark Farley and Finance Director Ginger Stout. The results for the evaluations were:</p> <ul style="list-style-type: none"> • Executive Director Mark Farley 3.75 • Finance Director Ginger Stout 3.80 <p>A motion was made to approve the performance evaluations.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Marvin Lusk Motion seconded by: Dale Reagan</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
DISCUSSION	<p><u>Area Agency on Aging and Disability FY 2025 Area Plan Update</u> Executive Director Mark Farley advised that the AAAD Area Plan remains unchanged from last year, except for the budget. New legislation passed this year establishing the state department of disabilities and aging. The Commission on Aging and Disability will merge with the Department of Intellectual and Developmental Disabilities to create a new state-level department. The department will be under the leadership of Commissioner Brad Turner.</p> <p>A motion was made to approve the AAAD FY 2025 Area Plan Update.</p>
ACTION	<p><u>Motion to Approve</u> Motion made by: Jimmy Johnson Motion seconded by: Steve Jones</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p>

ACTION	Motion carried unanimously.
DISCUSSION	<p><u>CARES ACT Revolving Loan Fund Work Plan Update</u></p> <ul style="list-style-type: none"> • Resolution 24-04-1 <p>Executive Director Mark Farley advised that the Revolving Loan Fund has been in place with the Development District since the 1980s. In 2020, UCDD received COVID funding, which included special concessions for businesses. After distributing the funds, the plan had to be revised, removing any outdated information that was no longer relevant.</p> <p>A motion was made to approve Resolution 24-04-01.</p>
ACTION	<p><u>Motion to Approve</u></p> <p>Motion made by: Stephen Bilbrey Motion seconded by: Steven Barlow</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
DISCUSSION	<p><u>Lease Agreement Between Upper Cumberland Development District and Cumberland Regional Development Corporation</u></p> <p>Executive Director Mark Farley advised that Cumberland Regional Development Corporation, a 501©3 organization, owns the UCDD building. The lease is updated annually.</p> <p>A motion was made to approve the lease agreement.</p>
ACTION	<p><u>Motion to Approve</u></p> <p>Motion made by: Denny Robinson Motion seconded by: Sam Gibson</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
DISCUSSION	<p><u>Dues Increase</u></p> <p>Chairman Randy Heady advised that the proposed dues increase for the counties and cities would increase from \$0.21 per capita to \$0.26.</p> <p>A motion was made to approve the dues increase.</p>
ACTION	<p><u>Motion to Approve</u></p> <p>Motion made by: Jerry Lowery Motion seconded by: Greg Mitchell</p> <p>Chairman Randy Heady asked for discussion or comments on the motion.</p> <p>Motion carried unanimously.</p>
	<p>PROGRAM UPDATES MARK FARLEY, EXECUTIVE DIRECTOR</p>
DISCUSSION	<p>Holly Williams, Director of the Area Agency on Aging and Disability (AAAD), provided an update on the rebranding efforts for senior centers in the Upper Cumberland region. AAAD has funding through the American Rescue Plan Act to support this initiative. Senior center directors and their boards were given surveys to gather input, with eighty percent expressing a desire to proceed with the rebranding. Responses were received from fifteen of the nineteen centers, with two pending.</p>

DISCUSSION	<p>Four potential names were proposed to best represent the centers, and the next phase involves soliciting feedback from the general public, particularly those who currently attend or may consider attending the centers. The options include "Aging Well in [City or County]," "[City or County] Center for Healthy Aging," "[City or County] Activity Center" with personalized taglines, and the opportunity for suggesting preferred names. The majority favored the "[City or County] Activity Center" option with personalized taglines.</p> <p>Centers interested in rebranding will need approval from their respective boards or governing bodies. Funds must be spent by the end of September 2024. Following rebranding and signage installation, AAAD plans to assist centers in hosting grand reopening events.</p>
	<p>EXECUTIVE DIRECTORS REPORT MARK FARLEY, EXECUTIVE DIRECTOR</p>
DISCUSSION	<p>Executive Director Mark Farley reported on a recent meeting involving Ernst and Young, TDEC, F&A, and Speaker Sexton regarding the delays in the ARPA funding process. Ernst and Young continues to reassure their commitment to expediting a timely approval of all projects.</p> <p>Executive Director Mark Farley announced the scheduling of summer strategy meetings. If there are specific topics you'd like to address during these sessions, please reach out to Megan Choate, Tommy Lee, or Mr. Farley, and we will ensure that your topics are included on the agenda.</p> <p>Executive Director Mark Farley introduced Kelly Sullivan, who serves as the Director of the Tennessee Small Business Development Center, and Sean Patten, the Coordinator for Center Hill RPO. Additionally, Tyler Asher requested that we mention the Department of Labor and Workforce Development has available youth funding. If anyone is interested they are encouraged to contact him for further details.</p>
	<p>REGIONAL PARTNERS CHAIRMAN RANDY HEADY</p>
DISCUSSION	<p>Chairman Randy Heady asked for updates from the regional partners.</p> <ul style="list-style-type: none"> • Angela Regitko, from the Tennessee Department of Economic & Community Development announced that the Governor's Conference will be held October 16-17, 2024 in Knoxville. • Jill Osborne, from the Tennessee Department of Economic & Community Development shared that multiple partners are working to organize an Upper Cumberland Economic Development workshop at TTU on August 6th. Look out for forthcoming Save the Dates notifications. • Robert Becker, from the Tennessee Department of Environment and Conservation, announced that in June, convenient center grants will become available. Tennessee State Parks are set to host free programs throughout the summer. Additionally, the TDEC central office is relocating from the Tennessee Tower to the Davy Crockett Tower. • Josh Wilkerson, from USDA Rural Development reported that USDA has received all the applications for rural business development for this year. The Upper Cumberland region saw requests totaling approximately a quarter million dollars for that program. The next deadline for the Rural Energy America Program is June 30th. For the March 31st deadline, USDA

DISCUSSION	<p>received a record number of applications, with request exceeding over ten million dollars. Interest rates for the community programs have decreased to 2.75%, while rates for the community facilities program dropped to 3.5%. Mr. Wilkerson extended congratulations to Mayor Steve Jones and Macon County for securing a 51.7-million-dollar community facilities loan for construction of a new elementary school in the county.</p> <ul style="list-style-type: none"> • Kendrick Curtis, from Middle Tennessee Industrial Development Association, expressed gratitude to everyone for their partnership. Emphasizing the importance of teamwork. • Shirley Pond and Amy Dennis, representing Congressman Scott DeJarlais' office, announced they are currently negotiating funding allocations for Ukraine and Israel. • Tanner Cox and Bonnie Warren, from Senator Hagerty's office reported that a delegation from the Upper Cumberland region met with Senator Hagerty last week. Among the topics discussed were workforce concerns and inflation. Should anyone require assistance, they are encouraged to reach out to their office. • Caleb Haslett, representing Senator Marsha Blackburn's office, announced that Senator Blackburn is scheduled to visit several counties in the Upper Cumberland region next week. <p>Chairman Randy Heady informed that a delegation consisting of county and city mayors traveled to Washington, D.C. in March. He expressed gratitude for the warm hospitality extended by both the Senate and the House in hosting the group.</p>
	OLD BUSINESS CHAIRMAN RANDY HEADY
DISCUSSION	No old business was presented for discussion.
	NEW BUSINESS CHAIRMAN RANDY HEADY
DISCUSSION	Executive Director Mark Farley introduced Molly Brown, Tourism Recovery Coordinator.
	PUBLIC COMMENTS CHAIRMAN RANDY HEADY
DISCUSSION	There were no public comments presented for 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: Steven Barlow</p> <p>The Executive Committee voted unanimously to adjourn the April 17, 2024 meeting.</p>
CONCLUSION 10:40 a.m.	

Randy Heady, Chairman

Jimmy Johnson, Secretary