



Date submitted: 05/24  
Date approved: \_\_\_\_\_

## Grant Program

### APPLICATION

County Name: Cumberland County

ThreeStar Grant Contact Organization (Joint Economic and Community Development Board Contact/Other)

Name: Valerie Hale Title: Assistant City Clerk

Address: 392 North Main Street

Phone/Fax: 931-787-1684 Email: valerie.hale@crossvilletn.gov

Federal Employer Identification # (FEIN) 62-6000277

(W-9, ACH Form, voided check and Title VI form must be attached)

Amount of Grant:

- Tier Two: \$7,500  Tier Three: \$15,000

### The following information is required:

#### 1. Scope of Project (limit two pages)

- Who will oversee this grant and facilitate the grant project?
- Explain in detail the ThreeStar Grant Project, program, process, and/or service.
- How does this grant project improve one or more of the Governor's Pillars: Jobs & Economic Development; Fiscal Strength & Efficient Government; Public Safety; Education & Workforce Development; Health & Welfare. Explain in detail.
- If your county plans to engage in webinars, educational seminars or attend an educational activity, please explain who will attend and how education information will be distributed within your county.
- Is this a new project or continuation of past project?
- How will this project benefit your county and show improvement in the scored areas? Explain in detail.

#### 2. Project Budget

- Detailed description and specific cost of project, program, process, and/or service identified in the ThreeStar Activity Plan.

#### 3. Attachments-Grant Check List:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> ThreeStar Activity Plan | <input type="checkbox"/> Voided Check  |
| <input checked="" type="checkbox"/> Scope of Project        | <input type="checkbox"/> W-9 form      |
| <input checked="" type="checkbox"/> Project Budget          | <input type="checkbox"/> Title VI form |
| <input checked="" type="checkbox"/> ACH form                |  |



Date submitted: 3/13/13  
Date approved: 4/10/13

## Activity Plan

County: CUMBERLAND Tier: 2  
Contact/ Information: VALERIE HALE, 392 NORTH MAIN STREET, CROSSVILLE, TN 38555  
931-787-1684 VALERIE.HALE@CROSSVILLETN.GOV

### Pillar I: Jobs & Economic Development

<b>Step One: Describe your county's current activities in this area.</b>
Retire TN, Mayors from the County & City attended the Governor's Conference, CDBG Applications, Fast Track Applications, Cumberland Business Incubator, Shop local program, informational packets for prospective residents, tourism campaign, Ideal Living Resort & Retirement expos, promotion of local ball fields to attract tournaments
<b>Step Two: List tangible activities that will help your county improve in the area.</b>
Downtown revitalization, full time economic development staff, program to keep graduates local, entrepreneurial development & support

### Pillar II: Fiscal Strength & Efficient Government

<b>Step One: Describe your county's current activities in this area.</b>
Filed debt management policy, budget adopted on time per governing statute, annual cash flow forecast filed, audit committee maintained, Legislative Breakfast, attended CTAS & MTAS courses
<b>Step Two: List tangible activities that will help your county improve in the area.</b>
Improve bond ratings and shop for cheaper bond funds, leverage technology to reduce costs to deliver services, attend more CTAS/MTAS courses

### Pillar III: Public Safety

<b>Step One: Describe your county's current activities in this area.</b>
Senior citizen's police academy, fire prevention seminars, neighborhood watch, full time EMA director, annual disaster exercise, crimestopper program, sobriety checkpoints, police officers at high schools (SRO), officers at all schools directing traffic, use of Seatbelt Convincer at public events, Cops in Shops program
<b>Step Two: List tangible activities that will help your county improve in the area.</b>
Promote safe driving geared toward young drivers, additional sidewalks, additional SROs, educational seminars to increase support for public safety, senior citizen driver education, acquisition of additional speed trailers, "turn your headlights on" campaign, home safety seminars, additional neighborhood watch programs, internet safety education

Submit completed forms via email to [ECD.ThreeStar@tn.gov](mailto:ECD.ThreeStar@tn.gov).

Dan Hawk, Rural Development Director  
State of Tennessee, Department of Economic & Community Development  
312 Rosa L. Parks Ave., Nashville, TN 37243



Date submitted: 3/13/13

Date approved: 4/10/13

## Activity Plan

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### Pillar IV: Education & Work Force Development

<p><b>Step One: Describe your county's current activities in this area.</b></p> <p>Job fairs, Leadership Cumberland, Phoenix School, Perfect Attendance Reward Program, Freshman Academy, Accreditation of all schools (except Phoenix), Parent Teacher Organizations, Parent Volunteer Programs, Cumberland Business Incubator, Tennessee Technology Center, Roane State Community College, continuous graduation rate improvements, public library, Junior Achievement program</p>
<p><b>Step Two: List tangible activities that will help your county improve in the area.</b></p> <p>Improve skills assessments, implement training for "green" jobs, more willing employers for On the Job training programs that can pay up to 50% of the trainee's wages (during specified training period and employer must agree to hire the trainee, if he/she successfully completes training), more manufacturers willing to work with education institutions to train potential employees to do the job they need them to do specifically, additional training for math teachers, funding for math tutors, funding for software to assist teachers &amp; students to increase math scores</p>

### Pillar V: Health & Welfare

<p><b>Step One: Describe your county's current activities in this area.</b></p> <p>Opening of new health department facility; walking parks; downtown walking program; Teens Against Drugs program; Community Breakfast to address childhood obesity, promote health, and general well being; Annual Sustainability Fair; Project Truth, Mock DUI program for students, Wheel of Choices Safety program</p>
<p><b>Step Two: List tangible activities that will help your county improve in the area.</b></p> <p>Schedule events to publicize services available at new health department facility, education about dangers of childhood obesity, schedule speakers for elementary schools to address child sexual abuse (training for teachers to be able to recognize signs, as well as children in coping &amp; reporting)</p>

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## Activity Plan

County: CUMBERLAND

Tier: 2

Contact/ Information: VALERIE HALE, 392 NORTH MAIN STREET, CROSSVILLE, TN 38555, VALERIE.HALE@CROSSVILLETN.GOV

931-787-1684

Describe in detail an activity your county will implement to address and improve one or more of the Governor's Pillars.	
<b>Activity</b>	Sponsorship of Junior Achievement/Youth Achievement Foundation, Inc. The mission of YAF Inc. is "to enhance the economic development of our community by supporting programs and activities that inspire and prepare young people to succeed in a global economy". YAF Inc communicates the value of the Junior Achievement Educational Program to the teachers in the school system, recruits volunteers to teach the classes, and raises funds for the program. Everybody who works to support the JA program in YAF Inc. is a volunteer. There is no paid staff. The Junior Achievement program has been in Cumberland County schools since the 2009-2010 school year. In the 2012-2013 school year, almost 600 students in grades K-12 will benefit from the Junior Achievement Program in their classrooms and about 500 students will have the experience of going to Biztown to run their business.
<b>Tasks</b>	The YAF 5 year goal is to provide a JA program to all students in Cumberland County schools at least four times during their academic career. The cost to do that is about \$30,000/yr. With the current fundraising capacity, they have raised \$12,000. With additional funding, 3rd grade students could be offered a program titled, "Our City" which introduces students to the concepts of how cities are organized and run, how to start up a restaurant, or be a newspaper reporter, etc. Also with additional funding, more 5th grade students could attend Biztown and 7th grade students would be introduced to "Economics for Success" program. This program teaches students about skills, interests, and values and how that relates to careers in the world of work. They also learn about the relationship between education and earnings, managing a family budget, buying with cash vs. credit, the importance of credit scores, and managing financial risk. Additional funding would also allow two additional high school programs, "Being Entrepreneurial" and "Corporate Program". These two programs allow students to design a product, raise operating funds, produce and sell the product and pay off their investors. YAF Inc. is currently reaching about 1,100 students per year with the Junior Achievement program. With a fully funded program, this could be increased to 2,500. Each \$1,000 of additional funding will provide programming for about 100 more students per year.
<b>Timeline</b>	1st and 2nd nine weeks of the 2013-2014 school year
<b>Budget</b>	\$5,000

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## Activity Plan

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**Contact/ Information:** VALERIE HALE, 392 NORTH MAIN STREET, CROSSVILLE, TN 38555  
 VALERIE.HALE@CROSSVILLETN.GOV 931-787-1684

Describe in detail an activity your county will implement to address and improve one or more of the Governor's Pillars.	
<b>Activity</b>	Based on data received from the TN Department of Safety, Cumberland County ranks 15th in 15-24 year old drivers involved in crashes. An increase in young driver crashes have been on an upward trend since 2008 with a peak rate at this time. The presence of two high schools and a local college within the jurisdiction and the ability to affect those drivers is a priority. The Crossville Police Department would like to reduce the number of young driver related crashes by 10% from 549 (2010) to 499 by the end of December 2013. The department would use a series of saturation zones within areas where young driver crashes occurred at specific times. The Crossville Police Department believes that increased enforcement along with visibility will educate the drivers and the public in general on the commitment to reducing the young driver crashes. The use of various media outlets, saturation patrols community projects and presentations to ensure the public of the commitment and need for constant evaluation to decrease young driver crashes. The Police Department would use full time, certified, currently employed officers. The JECDB has agreed to support this endeavour with a \$2,500 donation to go toward police officer payroll expenses.
<b>Tasks</b>	Crossville Police Department would target those drivers who are driving during peak times of 7-10 a.m. and 5-8 p.m. weekdays with additional saturations on weekends from 10 a.m.-2 p.m. on city and rural roads. Those drivers 15-24 years of age encountered will be the primary target during these peak hours at pre-designated crash zones based on departmental crash data within the Titan Accident System and Map It System. A laptop will be used to track crashes using Titan Accident Software system to include Map It Software, citations issued during saturation patrols, speed related crashes and to analyze data.
<b>Timeline</b>	Present-December 2013
<b>Budget</b>	\$2,500

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 312 Rosa L. Parks Ave., Nashville, TN 37243

Project # 1

Date submitted: 05/24/13

Date approved: \_\_\_\_\_



## Scope of Project

County: Cumberland Tier: 2

Contact/ Information: Valerie Hale

**Scope of Work (explain the project in detail)**

Who will oversee this grant and facilitate the grant project?

JECDB has designated the City of Crossville to oversee the grant and facilitate the project, including paying expenditures and receiving reimbursements. Valerie Hale is the Three Star contact for the City of Crossville.

Explain in detail the ThreeStar Grant Project, program, process, and/or service.

The Junior Achievement program has been in the Cumberland County schools since the 2009-2010 school year. At that time, it was started as a pilot program in Stone Elementary School. Since then, more of the teachers have asked for the program in their classrooms. It is now in its fourth year and the program is in all nine of the elementary schools and the high schools in the County.

Youth Achievement Foundation, Inc. is a 501 C 3 non-profit formed in 2010. The mission of YAF, Inc. is "to enhance the economic development of our community by supporting programs and activities that inspire and prepare young people to succeed in a global economy." YAF, Inc. communicates the value of the Junior Achievement Educational programs to the teachers in the school system, recruits volunteers to teach the classes, and raises funds for the program. Everybody who works to support the Junior Achievement program in YAF is a volunteer. There is no paid staff.

In the 2012-2013 school year almost 600 students in grades K-12 will benefit from the Junior Achievement program in their classrooms and about 500 students will have the experience of going to Biztown to run their business and work their job in the business. In their business, they will determine their operating budget, get a business operating loan from the bank, make payroll, pay other operating expenses, set pricing for their products, etc. Their goal for the day will be to pay off their business loan. They will experience all of the responsibilities of having a job or running a business. In addition they will learn what they like about their job. Depending on their job, they may be working with people, things, ideas, or data. They will get some sense of how they respond to their job. That experience can be very significant in helping them understand themselves in preparing to make decisions about how they will prepare themselves for their future.

JECDB would like to contribute funds to enhance the Junior Achievement program in Cumberland County.

How does this grant project improve one or more of the Governor's Pillars: Jobs & Economic Development; Fiscal Strength & Efficient Government; Public Safety; Education & Workforce Development; Health & Welfare. Explain in detail.

The Cumberland County JECDB believes the project will show long term improvements for two pillars: Jobs & Economic Development and Education & Workforce through the following ways: Instill entrepreneurial seed; give students a better understanding of business & economics; help students develop sound financial skills & behaviors; develop workforce skills; and develop work readiness.



Date submitted: 05/24/13

Date approved: \_\_\_\_\_

## Scope of Project

**County:** Cumberland **Tier:** 2  
**Contact/ Information:** Valerie Hale

If your county plans to engage in webinars, educational seminars or attend an educational activity, please explain who will attend and how education information will be distributed within your county.

N/A

Is this a new project or continuation of past project?

Junior Achievement program is currently in place. The additional funding would allow the organization to expand its current curriculum.

How will this project benefit your county and show improvement in the scored areas? Explain in detail.

YAF, Inc. is currently reaching about 1,100 students per year with the Junior Achievement program. With a fully funded program, programming could be provided to at least 2,500 students. Each \$1,000 of additional funding will provide programming for about 100 more students/year.

Since Junior Achievement focuses on entrepreneurial skills, this will improve the jobs & economic development pillar, as well as the education & workforce pillar. It is obvious these improvements will be long term since the target group is still in elementary & high school but the JECDB feels strongly that a steady, long term emphasis is vital to improving the economic environment for Cumberland County.



Date submitted: 05/24/13

Date approved: \_\_\_\_\_

## Project Budget

County: Cumberland

Tier: 2

Contact/ Information: Valerie Hale

### Detailed description and specific cost of project, program, process, and/or service identified in the ThreeStar Activity Plan.

The YAF five year goal is to provide a JA program to all students in Cumberland County schools at least four times during their academic career and Cumberland County JECDB would like to help the group achieve this goal by focusing on the Junior Achievement classroom program. The cost to do that is about \$30,000/year using community volunteers. With the current fundraising capacity, YAF is raising \$12,000/year. The first exposure to Junior Achievement would be in the 3rd grade. Second exposure would be in the 5th grade. Third exposure would be in the 7th grade and then final exposure in high school.

In 3rd grade, the curriculum includes a segment on how cities are planned and organized. The second segment is about construction. The students have the opportunity to put buildings together and decide where in their city that each building would appropriately be placed. In the third session, they learn about opening a restaurant. They are given information about various decisions that they will have to make and then in groups of 3-4 decide what kind of restaurant they will open, where it will be located, pricing, employees, and marketing strategies. In the fourth session, they learn about being a newspaper reporter. They review the 5 "W's" of a good newspaper article and prepare an outline. In the fifth session, they are given a payroll check, open a checking account, and get a debit card. They are taught about balancing a checkbook and keeping a checkbook register. These are all valuable lessons that make great citizens.

In the 5th grade, students attend Biztown to experience running a business and working their job in the business. They determine operating budget, get a business operating loan from the bank, make payroll, and pay other operating expenses, set pricing for their products, etc. Their goal for the day will be to pay-off their business loan. They will experience all of the responsibilities of having a job or running a business and what they like about their job, which will help them in making decisions about how they will prepare themselves for the future.

In the 7th grade, the "Economics for Success" program would be offered. In that curriculum, students learn about their skills, interests, and values and how it relates to careers in the world of work. They learn about the relationship between education and earnings, managing a family budget, buying with cash vs. credit, the importance of credit scores, and managing financial risk.

High schoolers are exposed to the "Being Entrepreneurial" and "Corporate" programs. Students design a product, raise operating funds, produce and sell the product and pay off their investors. This is a critical component to developing entrepreneurs and developing a strong economic community base.

\$5,000 would be given to YAF/Junior Achievement to offer these programs.



Project #2

Date submitted: 05/24/13

Date approved: \_\_\_\_\_



## Scope of Project

County: Cumberland Tier: 2  
Contact/ Information: Valerie hale

<b>Scope of Work (explain the project in detail)</b>
Who will oversee this grant and facilitate the grant project?
JECDB has designated the City of Crossville to oversee the grant and facilitate the project, including paying expenditures and receiving reimbursements. Valerie Hale is the Three Star contact for the City of Crossville.
Explain in detail the ThreeStar Grant Project, program, process, and/or service.
<p>Based upon statistical information, Cumberland County ranks 15th in 15-24 year old drivers involved in crashes, an upward trend since 2008.</p> <p>The Crossville Police Department would like to reduce the number of young driver related crashes by 10% by the end of December 2013. This goal would be achieved through a series of saturation zones (at least three per month) within areas where young driver crashes occurred. These sites have been identified through the TITAN crash reporting system along with Map It Location software. The Crossville Police Department would target those drivers who are driving during peak times of 7 a.m.-10 a.m. and 5 p.m.-8 p.m. weekdays with additional saturations on weekends from 10 a.m.-2 p.m. on city and county roads.</p> <p>Educating the public through the use of various media outlets including radio and newspaper would be used to provide further awareness, as well as a comprehensive driver safety course. The Crossville Police Department believes that increased enforcement along with visibility will educate the drivers and the public in general on the commitment to reducing the young driver crashes.</p> <p>The Crossville Police Department would use full time, certified officers for each saturation patrol. The department would use a maximum of six officers, with a minimum of three officers, at each enforcement point. It is estimated that the police department will conduct these points throughout the school year as funds will allow. The police department has applied for grants from other sources to fully fund the project. Cumberland County JECDB proposes to reimburse the police department for up to \$2,500 of the costs for the saturation patrols.</p>
How does this grant project improve one or more of the Governor's Pillars: Jobs & Economic Development; Fiscal Strength & Efficient Government; Public Safety; Education & Workforce Development; Health & Welfare. Explain in detail.
This project will improve the public safety pillar by decreasing the number of young driver crashes by 10%. This will be measured using a laptop computer to track the crashes using the TITAN Accident software system & Map It software, analyze citations issued during saturation patrols, analyze speed related crashes, and then compare the data to last year's.



Date submitted: 05/24/13

Date approved: \_\_\_\_\_

## Scope of Project

County: Cumberland Tier: 2

Contact/ Information: Valerie hale

If your county plans to engage in webinars, educational seminars or attend an educational activity, please explain who will attend and how education information will be distributed within your county.

N/A

Is this a new project or continuation of past project?

This is a new project based upon recent data received stating that Cumberland County ranks 15th in young driver crashes.

How will this project benefit your county and show improvement in the scored areas? Explain in detail.

Based on state statistical information, Cumberland County is the second largest county(area wise) in the state and according to the last census in 2000 we have an approximate population of 70,000 with 44,175 being licensed drivers. Cumberland County is located 65 miles west of Knoxville with Interstate 40 running through the middle section of the county for 38 miles and additional 134 miles of city streets. Cumberland County and the Crossville Police Department have participated in several Governors Highway Safety programs to include-Booze It and Lose It, Hands Across the Border, Click It and Ticket, WASP Super bowl Saturation, Comet, Cumberland Crackdown, and the Law Enforcement Challenge. The City of Crossville uses the TITAN crash reporting system along with Map It location software and submits crash data on a daily basis. Based on data received from the Tennessee Department of Safety Cumberland County ranks 15th in 15 to 24 year old drivers involved in crashes. This is an alarming fact with number 1 being the worst in young driver stats. An increase in young driver crashes have been on an upward trend since 2008 with a peak rate at this time of a county ranking of 15th out of 95 counties. The presence of two major high schools and a local college within our jurisdiction and the ability to affect those drivers is a must. Public safety will be improved if we are successful in reducing the number of crashes. The goal is reduce the number of young driver (ages 15-24) crashes in the City of Crossville/Cumberland County by 10%.



Date submitted: 05/24/13

Date approved: \_\_\_\_\_

## Project Budget

County: Cumberland Tier: 2

Contact/ Information: Valerie Hale

**Detailed description and specific cost of project, program, process, and/or service identified in the ThreeStar Activity Plan.**

JECDB has agreed to contribute up to \$2,500 to be applied toward the costs of the saturation patrols. The cost is estimated at \$22.00/hour for per officer. A minimum of three officers will be used for each saturation patrol, with a maximum of 6.

$\$22.00 \times 3 \text{ officers} = \$66.00 \text{ per saturation patrol}$   
 $\$2,500 / \$66.00 = \text{approximately } 37 \text{ saturation patrols}$





Date submitted: 05/24/13  
Date approved: \_\_\_\_\_

# Voided Check

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER

**CITY OF CROSSVILLE**

OPERATING ACCOUNT  
99 MUNICIPAL AVENUE  
CROSSVILLE, TN 38555

392 North Main Street

CUMBERLAND COUNTY BANK  
CROSSVILLE, TN 38557

87-834/641

113929

DATE

AMOUNT

PAY

TO THE  
ORDER  
OF

**VOID**

VOID AFTER 90 DAYS



SECURITY FEATURES INCLUDED. DETAILS ON BACK.

⑆ 113929 ⑆ ⑆ 064108346 ⑆

⑆ ⑆ 01878824 ⑆

WL241910-05-04

**SUBSTITUTE W-9 FORM**  
**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION**

---

**1. Please complete general information:**

Taxpayer Name CITY OF CROSSVILLE Phone Number 931-484-5113  
Business Name (if applicable) \_\_\_\_\_  
Address 392 NORTH MAIN STREET  
City CROSSVILLE State TN Zip Code 38555

---

**2. Circle the most appropriate category below: (please circle only one)**

- 1) Individual (not an actual business)
- 2) Joint account (two or more individuals)
- 3) Custodian account of a minor
- 4) a. Revocable savings trust (grantor is also trustee)  
b. So-called trust account that is not a legal or valid trust under state law
- 5) Sole proprietorship (using a social security number for the taxpayer ID)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID)  
**OR** Limited Liability Company (LLC) formed as a Disregarded Entity
- 7) A valid trust, estate, or pension trust
- 8) Corporation **OR** Limited Liability Company (LLC) formed as a Corporation
- 9) Association, club, religious, charitable, educational, or other non-profit organization  
**(for entities that are exempt from federal tax, use category 13 below)**
- 10) Partnership **OR** Limited Liability Company (LLC) formed as a Partnership
- 11) A broker or registered nominee
- 12) Account with the US Department of Agriculture in the name of a public entity that receives agricultural program payments
- 13) Government Agencies and organizations which are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 501(c)3 entities)

---

**3. Fill in your taxpayer identification number below: (please complete only one)**

1) If you circled number 1-5 above, fill in your Social Security Number.

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

2) If you circled number 6-13 above, fill in your Federal Employer Identification Number (EIN).

6 2 6 0 0 0 2 7 7

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**4. Sign and date the form:**

Certification - Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number. If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature *Jack E. Miller* Date 05/23/13

Title (if applicable) City Manager



Department of Economic and Community Development

Title VI Pre-Audit Survey

Date: 05/23/13  
Name: CITY OF CROSSVILLE  
Local Govt.  Private Business  Non-Profit   
Address: 392 NORTH MAIN STREET  
City: CROSSVILLE  
State: TN  
Phone: 931-484-5113  
County: CUMBERLAND  
Chief Administrator: DR. JACK MILLER  
Title: CITY MANAGER  
Compliance Officer: SALLY OGLESBY  
Title: CITY CLERK

The following racial data is being collected for compliance with Title VI of the Civil Rights Act of 1964 and will be used in accordance with applicable Federal law. This form must be completed and returned to the Tennessee Downtowns Program so that your compliance efforts can be reviewed.

1. What is the racial composition of the population in your geographic service area?  
Approximately 97% caucasian, 3% being african american, native american, hispanic
2. What is the racial composition of your advisory or governing board?  
Predominately caucasian
3. Does your advisory or governing board strive to ensure that the racial composition is at least proportionately reflective of the local community's racial minority population?  
Yes
4. Does your agency have a written policy of nondiscrimination stating that services or opportunities will be provided to all persons without regard to race, color, or national origin?  
Yes  No

If yes, attach a copy of your policy to this survey.

If no, when will your policy be developed? \_\_\_\_\_

5. Are your projects and programs advertised to the public without regard to race, color or national origin?  
Yes  No

If yes, how are they advertised?

Website, local newspaper

6. Has a federal or state agency found you in noncompliance with civil rights requirements?  
Yes  No

7. Has a civil rights compliance review been conducted onsite by a federal or state agency within the last two years?  
Yes  No

Please feel free to attach additional sheets of information if needed.

**Declaration of Respondent:** I declare that I have completed the data in this survey and to the best of my knowledge and belief; it is true, correct and complete.

**Compliance Officer:**

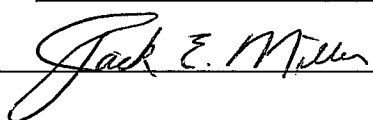
Printed Name: Sally Oglesby

Signature: 

**Declaration of Chief Administrator:** I declare that I have reviewed and approved the information provided in this self-survey and to the best of my knowledge and belief, it is true, correct and complete.

**Chief Administrator:**

Printed Name: Dr. Jack Miller

Signature: 



**RESOLUTION TO AFFIRM COMPLIANCE WITH  
FEDERAL TITLE VI REGULATIONS**

**WHEREAS**, both Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 provide that no person in the United States shall, on the ground of race, color or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance; and

**WHEREAS**, the Tennessee Attorney General opined in Opinion No. 92.47 that state and local governments are required to comply with Title VI of the Civil Rights Act in administering federally funded programs; and

**WHEREAS**, the Community Development Division of the Tennessee Department of Economic and Community Development administers the Three-Star Program and awards financial incentives for communities designated as Three-Star communities; and

**WHEREAS**, by virtue of the Tennessee Department of Economic and Community Development receiving federal financial assistance all communities designated as Three-Star communities must confirm that the community is in compliance with the regulations of Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of Crossville, Tennessee, meeting in regular session at Crossville, Tennessee, that:

**SECTION 1.** The City Council of the City of Crossville declares that the city is in compliance with the federal Title VI regulations.

**SECTION 2.** The Department of Economic and Community Development may from time to time monitor the city's compliance with federal Title VI regulations.

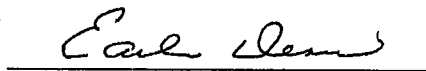
**SECTION 3.** This Resolution shall take effect upon adoption, the public welfare requiring it.

ADOPTED this 10<sup>th</sup> day of May, 2011.

  
MAYOR

  
COUNCILMAN

  
COUNCILMAN

  
COUNCILMAN

  
COUNCILMAN

ATTEST:

  
City Clerk

**TITLE VI PROGRAM**  
**Title VI, Civil Rights Act of 1964**

**Policy Statement**

The City of Crossville, assures that no person shall on the grounds of race, color, national origin, sex or creed as provided by Title VI of the Civil Rights Act of 1974, the Civil Rights Restoration Act of 1987 (PL 100.259), and the Section 520 of the airport and Airway Improvement Act of 1982 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs are federally funded or not. Any time communities may be impacted by programs or activities, every effort will be made to involve their leaders and the general public in the decision making process. Awards of contracting, concessionaires, and leases are made without regard for race, color, national origin, sex or creed.

The City of Crossville requires Title VI assurances from each tenant, contractor, and concessionaire providing an activity, service or facility under lease, contract or franchise through the City. The City of Crossville also requires that such tenants, contractors, and concessionaires require Title VI assurances of their subcontractors.

The City Clerk is designated as the Title VI Coordinator and, as such, is responsible for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by 49 CFR 21.

# JOINT ECONOMIC COMMUNITY DEVELOPMENT BOARD

December 20, 2012

5:00 P.M.

The regular meeting of the Joint Economic Community Development Board was held at 5:00 P.M. on December 20, 2012, in the 3<sup>rd</sup> floor conference room at City Hall. The following members were present: Chairman Sonya Rimmer, City Manager Bruce Wyatt, Carmin Lynch, Mayor Graham, Gregg Upchurch, Brad Fox, and Harry Sabine. Others present were Councilman George Marlow, Commissioner Joe Koester, Commissioner John Kunnenen, Beth Alexander, Karli Threet, Gary Nelson, and Valerie Hale. Members absent were: Robert Muckler, Debi Davis, Mayor Carey, Mayor Dwenger, Mayor Sherrill, Councilman Jesse Kerley, Bobby Randolph, and James Perry.

## APPROVAL OF MINUTES

Harry Sabine made a motion to approve the minutes from the March 12, 2012 meeting. Motion was seconded by Carmin Lynch. Motion carried on voice vote.

## TREASURER'S REPORT

Chairman Rimmer gave the treasurer's report. The balance is \$1,022.37, gaining 0.13 interest since the last report.

## REPRESENTATIVE REPORTS

Mayor Graham reported that the City was approached in July by CoLinX about purchasing the City's property on Woodlawn Road; however, the company has decided to add on to its existing facility. This addition will allow them to hire 25-60 more full time employees. In July 2009, CoLinX had 426 employees and as of May 2012, there were 769 employees.

In October, TLD Logistics contacted the City about purchasing 5 ½ acres in the Interchange Park. The City Council authorized the City Manager to negotiate with them and that process is still ongoing.

City Manager Bruce Wyatt reported that the City is fully cooperating with CoLinX on its expansion and assisting CoLinX and its engineering firm, ECE, in any way he can.

Brad Fox stated he's happy to be serving on the JECDB as chair of the Chamber of Commerce Board of Directors. He replaces Frank Shipley. He also stated his appreciation for everyone in the room that has always been supportive of the Chamber of Commerce. He announced several reports that came out recently that are now available at the Chamber of Commerce office: New Strategic Retail Plan, Tourism report, Beacon Center report (Crossville jumped from #23 to #17), and the Labor Benefits Survey.

Brad also announced:

- Leadership Cumberland is about to kick off next month and there are still 2 spots available if anyone is interested.
- Chamber representatives will be attending 10 golf shows next year
- Chamber representatives will be attending trade shows in the Northeast to attract retirees to move to Crossville
- Legislative Breakfast January 7, 7:30 a.m. at Crossville Housing Authority

- Shop Crossville First very successful once again this year with 10 corporate sponsors

Chairman Rimmer is asking the board to be thinking of a replacement for Robert Muckler, the community member at large representative. Mr. Muckler has moved to Ohio.

Gregg Upchurch would like for the JECDB to consider supporting his initiative to get the county to be on daylight savings time year round. He feels this would help the farmers and also improve the economy as he feels it would encourage residents to shop more due to having more daylight hours.

Gregg explained that the bean farmers are in need of crop insurance to help offset their losses in years where drought is experienced. His organization is working toward documenting weather conditions to be able to get crop insurance in place. He stated it's a long process and started too late last year but it ahead of the game this year.

### City/County Ventures

Chairman Rimmer reported that the bids on the Big South Fork Visitor's Center have been received for the 3<sup>rd</sup> time. The low bidder was W&O Construction at \$604,000. Carmin Lynch pointed out that this bid is with zero contingency and that the granting agencies will not accept any more bids. If the process fails with this bid, the granting agencies will retract the available grant money. The bid has been submitted to the architect and the County is currently awaiting approval.

As reported previously, there are additional costs:

- |  |              |
|--|--------------|
| • Advertising (bid 3 different times)                  | \$ 4,691.97  |
| • Civil Engineering Design Fee-Upland Design Group     | \$ 4,100.00  |
| • Construction Engineering & Inspection (CEI Services) | \$ 24,710.00 |

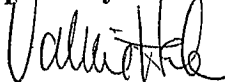
Mr. Lynch stated the specs were changed prior to sending the bid documents out. City Manager Wyatt stated he was unaware the specs had been changed.

### New business

Carmin Lynch inquired to the board why Crossville/Cumberland County was not able to lure the tile plant that just recently announced opening a facility in Loudon County. Beth Alexander from the Chamber replied that Loudon County had been working with the said company for 4 years and there were other restrictions that affected their decision, which she could not discuss. Mayor Graham and City Manager Bruce Wyatt both stated they knew nothing about the company.

Mayor Graham made a motion to adjourn. Gregg Upchurch seconded. Motion carried on voice vote.

Respectfully submitted,



Valerie Hale  
Recording Secretary

1/2/13

\_\_\_\_\_  
Date

**JOINT ECONOMIC COMMUNITY DEVELOPMENT BOARD**

**December 31, 2012**

**8:00 A.M.**

**Chamber of Commerce**

The regular meeting of the Joint Economic Community Development Board was held at 8:00 A.M. on December 31, 2012, at the Chamber of Commerce. The following members were present: Chairman Sonya Rimmer, Councilman Jesse Kerley, Mayor Dwenger, Mayor Carey, Debi Davis, Beth Alexander, Jerry Wood, and Harry Sabine. Members absent were: Robert Muckler, Bruce Wyatt, Gregg Upchurch, Carmin Lynch, Mayor Graham, Mayor Sherrill, Bobby Randolph, and Brad Fox.

**APPROVAL OF MINUTES**

Mayor Carey made a motion to approve the minutes from the December 20, 2012 meeting with the correction of listing Robert Muckler's name only one time as being absent. Motion was seconded by Councilman Kerley. Motion carried on voice vote.

Chairman Rimmer made notes on the meeting due to the recording secretary's absence.

With no other business to address, Mayor Carey made a motion to adjourn. Harry Sabine seconded the motion and motion carried on voice vote.

The next meeting will be held February 2013. Date, location, and time will be announced at a later date.

Respectfully submitted,



Valerie Hale  
Recording Secretary

2/5/13

\_\_\_\_\_  
Date

## JOINT ECONOMIC COMMUNITY DEVELOPMENT BOARD

February 4, 2013  
City Hall, Room 317  
5:00 P.M.

The regular meeting of the Joint Economic Community Development Board was held at 5:00 P.M. on February 4, 2013, in the 3<sup>rd</sup> floor conference room at City Hall. The following members were present: Chairman Sonya Rimmer, City Manager Bruce Wyatt, Carmin Lynch, Mayor Graham, Brad Fox, Debi Davis, Mayor Carey, Mayor Dwenger, Bobby Randolph, and Harry Sabine. Others present were Councilman Pete Souza, Chuck Burgess (ECE), Ed Camera (CoLinx), Sean Stephens, and Valerie Hale. Members absent were: Gregg Upchurch, Robert Muckler, James Perry, Mayor Sherrill and Councilman Jesse Kerley.

### APPROVAL OF MINUTES

Harry Sabine made a motion to approve the minutes from the December 31, 2012 meeting. Motion was seconded by Mayor Carey. Motion carried on voice vote.

### NOMINATIONS FOR REPRESENTATIVE FROM PRIVATE SECTOR

Robert Muckler has moved out of state; therefore, a replacement should be appointed. Mayor Carey made a motion to nominate Sean Stephens and cease nominations. Motion was seconded by Mayor Graham. Motion carried on voice vote.

### TREASURER'S REPORT

James Perry is no longer one of the Chamber representatives; therefore, a replacement should be appointed for treasurer.

Mayor Graham nominated Sean Stephens. Motion was seconded by Harry Sabine. Motion carried on voice vote.

Sean Stephens gave the treasurer's report. The balance is \$1,022.50, gaining 0.13 interest since the last report.

### CITY OF CROSSVILLE MAYOR J.H. GRAHAM

Mayor Graham reported that he has been helping CoLinx pursue Fast Track & TDOT access road grants from the State of Tennessee to assist with a proposed expansion:

- 210,000 square feet warehouse expansion
- Loading dock
- Redesign of site storm water drainage system
- Redesign of plant access road along Cox Avenue

The City is asking the County to join them in this effort by actually being the applicant because the County can receive more in grant money than the City (36% as opposed to 25%). The City is asking the County to simply receive & distribute the grant funds, if the grant is approved. In return, the City would complete the application, initiate the bid process, receive the bids, and oversee the project. This will create 65 jobs.

Mayor Graham also reported that Flowers Bakery has benefitted from the recent bankruptcy of a major baking company. They have been able to hire 100 employees within the last month.

### CUMBERLAND COUNTY MAYOR KENNETH CAREY

Mayor Carey asked for the JECDB to approve and recommend the CoLinX project to the County Commission.

Bobby Randolph made a motion for the JECDB to support the project. Mayor Carey seconded the motion.

Commissioner Lynch inquired about the specifics of the project. Chuck Burgess and Ed Camera gave an overview. Commissioner Lynch also inquired if ECD supported this project. Mayor Carey assured him they did and had talked to them several times. Motion carried on voice vote.

### CITY MANAGER BRUCE WYATT

Mr. Wyatt commended the City and County for working together on the CoLinX project and reported that the deal commits CoLinX to staying in Crossville until 2027. The current contract is set to expire in 2017.

TLD Logistics, a trucking company, has submitted a letter of intent to purchase 5 ½ acres in the Interchange Park, which adjoins their current facility. This will allow the company to expand and add 25 jobs. TLD will be spending \$500,000 to build a facility (minimum 10,000 square feet) for the servicing of their trucks. David Jones, TLD Logistics, will be attending the City Council meeting on February 12, 2013 to meet and address the Council to answer any questions the Council might have.

Commissioner Lynch asked if any incentive requests are anticipated from CoLinX or TLD Logistics. Mayor Carey and City Manager Wyatt agreed that CoLinX would be asking for a PILOT. City Manager Wyatt stated that no incentive requests are anticipated from TLD Logistics.

### JERRY WOOD, CHAMBER OF COMMERCE

- Houchens Industries has leased the Food Lion building to open Priceless Foods. They anticipate providing 60 jobs, opening in April 2013. A job fair will be held in March.
- Leadership Cumberland program kicked off February 6 with a full class.
- Chamber attended IDEA living shows in New York, Chicago, Pennsylvania. There are upcoming shows in Virginia, New Jersey, and Pittsburgh.
- Business After Hours will be held March 14, 2013 at Crossville Housing Authority.

### BRAD FOX, CHAMBER OF COMMERCE

Beth Alexander has turned in letter of resignation that will become effective February 28, 2013. The Executive Committee of the Chamber has begun the process of hiring a President/CEO. A job description has been written and the position will be advertised locally and with the Tennessee Chamber Network until February 22, 2013. The goal is to have a candidate selected by June 1, 2013 and beginning on July 1, 2013.

Brad advised that the Executive Committee of the board has the authority to hire the President/CEO. Bobby Randolph stated he feels it is important that the City and County officials be involved in the hiring process.

**BOBBY RANDOLPH, VOLUNTEER ENERGY COOPERATIVE**

VEC is doing an upgrade at the Lantana substation, Taylor's Chapel, and Fairfield Glade. VEC has received notification from the Department of Transportation that the Peavine Road project bid letting will occur in July and that the poles on Peavine Road need to be relocated. There are three proposed routes:

- The northern route, which will travel behind Stone Lake and Fox Creek
- Behind Stone Lake and Fox Creek and turning at Turner Lake
- Chestnut Hill Area, (VEC's preferred method but probably too expensive)

Not changing circuit from Weigel's to VEC substation.

**CITY/COUNTY VENTURES**

Per Mayor Carey, plans and bids have been submitted to TDOT awaiting approval.

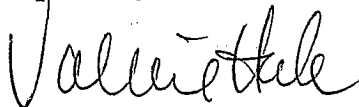
**NEW BUSINESS**

None

Bobby Randolph made a motion to adjourn. Motion was seconded by Carmin Lynch and carried on voice vote.

The next meeting will be held February 25 to discuss new guidelines for the Three Star program.

Respectfully submitted,



Valerie Hale  
Recording Secretary

3/1/13

\_\_\_\_\_  
Date



**JOINT ECONOMIC COMMUNITY DEVELOPMENT BOARD**

**February 28, 2013  
City Hall, Room 317  
5:00 P.M.**

The regular meeting of the Joint Economic Community Development Board was held at 5:00 P.M. on February 28, 2013, in the 3<sup>rd</sup> floor conference room at City Hall. The following members were present: Chairman Sonya Rimmer, City Manager Bruce Wyatt, Commissioner Carmin Lynch, Mayor Graham, Brad Fox, Mayor Carey, Sean Stephens, Gregg Upchurch, Jerry Wood, Others present were Councilman Pete Souza, Councilman George Marlow, Councilman Danny Wyatt, Commissioner John Kinnunen, and Valerie Hale. Members absent were: Councilman Jesse Kerley, Debi Davis, Mayor Dwenger, Mayor Sherrill, Commissioner Harry Sabine, and Bobby Randolph.

**APPROVAL OF MINUTES**

Mayor Carey made a motion to approve the minutes from the February 4, 2013 meeting. Motion was seconded by Bruce Wyatt. Motion carried on voice vote.

**THREE STAR ACTIVITY PLAN**

Chairman Rimmer explained changes in the Three Star program and discussed the pillars that have been established by the Department of Economic and Community Development. Chairman Rimmer also explained that a project is now required in order to be a Three Star Community. Only Three Star communities are eligible for CDBG and Fast Track grant applications. Cumberland County is a tier 2 community and eligible for a \$7,500 grant (no match required). Brad Fox presented the idea of sponsoring the Junior Achievement program. The program currently serves 600 students in Cumberland County. The program's mission is to enhance the economic development of the community by supporting programs and activities that inspire and prepare young people to succeed in a global economy, using the school system as its avenue to pursue this mission. The program could add new programs and serve an additional 100 students per \$1,000. Chairman Rimmer asked Valerie to explain a program the Crossville Police Department wishes to fund. Due to Cumberland County ranking 15<sup>th</sup> in the state in young driver crashes, they have proposed the idea of saturation checkpoints in the high school zones to promote safety and check for seat belt usage during peak times. Their goal is to reduce the number of young driver related crashes by 10% by the end of December 2013. A minimum of 3 saturation patrols per month will enable the police department to affect this decrease. The Crossville Police Department is applying for grants to several agencies to fund this program.

Mayor Carey made a motion to apply for the Three Star grant requesting \$5,000 for the Junior Achievement Program and \$2,500 for the Young Driver Crash Prevention Program. Motion was seconded by Gregg Upchurch. Motion carried on voice vote.

**NEW BUSINESS**

None

Mayor Graham made a motion to adjourn. Motion was seconded by Jerry Wood and carried on voice vote.

Respectfully submitted,

Valerie Hale  
Recording Secretary

  
Date

**JOINT ECONOMIC COMMUNITY DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE**

**May 23, 2013**

**4:15 P.M.**

The Executive Committee of the Joint Economic Community Development Board met at 4:15 p.m. on May 23, 2013 for its regular meeting in Room 317, Crossville City Hall. The following members were present: Chairman Sonya Rimmer, Cumberland County Mayor Kenneth Carey, Mayor J.H. Graham, III. Also present was Valerie Hale, Assistant City Clerk.

The meeting was called to order by Chairman Sonya Rimmer.

**APPROVAL OF MINUTES OF FEBRUARY 4, 2013 MEETING**

A motion was made by Mayor Carey and seconded by Mayor Graham to approve the minutes of the February 4, 2013 meeting as written. Motion carried on voice vote.

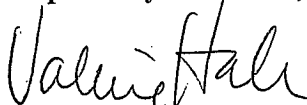
**NEW BUSINESS**

Valerie Hale handed out copies of the Three Star application for the members to review and approve.

Mayor Graham made a motion to approve the application and submit it to Department of Economic and Community Development and designate the City of Crossville to disburse funds and receive reimbursements. Mayor Carey seconded the motion and motion carried on voice vote.

A motion was made by Mayor Graham and seconded by Mayor Carey to adjourn.

Respectfully submitted,



Valerie Hale  
Recording Secretary

5/28/13

\_\_\_\_\_  
Date

May 29, 2013

Re: Three Star Grant Application  
Cumberland County Joint Economic Community Development Board

To Whom It May Concern:

The Joint Economic Community Development Board approved applying for the Three Star Grant, Tier 2, \$7500, with \$5000 going toward the Junior Achievement Program and \$2500 towards saturation patrols to reduce young driver crashes.

The Executive Committee of the Joint Economic Community Development Board designated the City of Crossville to oversee the grant and facilitate the project, including paying expenditures and receiving reimbursements. Valerie Hale, City of Crossville Assistant City Clerk, is the contact person.

Sincerely,



Sonya Rimmer Cumberland County Commissioner  
Chairman JECDB