



# **Economic Development Assessment**

**April 2009**

Name of city or town \_\_\_\_\_

**ORGANIZATION AND STAFFING**

1. What agency or person is responsible for the city's economic development efforts? (Please check all that apply.)
- |                                   | City                     | County                   |
|-----------------------------------|--------------------------|--------------------------|
| Chamber of commerce               | <input type="checkbox"/> | <input type="checkbox"/> |
| Industrial board                  | <input type="checkbox"/> | <input type="checkbox"/> |
| City/county staff                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Commercial real estate developers | <input type="checkbox"/> | <input type="checkbox"/> |
| Other                             | <input type="checkbox"/> | <input type="checkbox"/> |
2. Does the city rely on other agencies and associations outside the city for economic development assistance?  Yes  No
3. If yes, please check all that apply.
- Tennessee Department of Economic & Community Development
  - Tennessee Valley Authority
  - Industrial development association
  - Development district
  - Regional economic development agency
  - Private consultants
4. How much does the city spend annually on economic development?
- City staff \$ \_\_\_\_\_  
Contributions to others \$ \_\_\_\_\_  
Consultants \$ \_\_\_\_\_
5. Describe the training of your city's economic development professional?
- Education \_\_\_\_\_
- \_\_\_\_\_
- Experience \_\_\_\_\_
- \_\_\_\_\_
6. Is the economic development professional an IEDC-certified economic developer?  Yes  No
7. Has the economic development professional completed a basic economic development course?  Yes  No
8. What other staff members are available full time to assist with economic development? \_\_\_\_\_
- \_\_\_\_\_

9. From your perspective, is economic development fully supported by the city? If no, please explain.  Yes  No

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10. Does the economic development office have sufficient space to do its work and to meet with clients confidentially?  Yes  No

11. Does the economic development program have a strategic plan?  
If the city has a plan, who is responsible for its implementation?  Yes  No

- City staff
- Industrial board executive director
- Chamber of commerce director
- Joint economic development board
- Other \_\_\_\_\_

12. What incentives does the city provide for new industry and retail businesses? (Please check all that apply).

- In lieu of tax payment through industrial board
- Tax increment financing
- Reduced land cost
- Infrastructure construction
- Industrial development loans
- Other \_\_\_\_\_

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13. Does the city provide an existing industry retention program?  Yes  No  
If yes, please check all that apply.

- Surveys
- Informal visits
- Management assistance
- Marketing and advertising advice
- Loans to existing businesses (Please check even if the city makes referrals to other agencies for loans.)
- Professional assistance (engineers and consultants)

14. Who is your state industrial representative? (The Tennessee Department of Economic & Community Development staff person assigned to assist your city.) \_\_\_\_\_

15. Does your city participate in the state economic preparedness program? (Tennessee's Three-Star Program is such a program.)  Yes  No
16. What is your city's level of participation in the Three-Star Program? (Please answer if your city participates as part of a countywide program. The county mayor likely would be the best source of information about the status of the preparedness plan.)  Benchmark I  
 Benchmark II  
 Benchmark III
17. How many elected officials have completed the Elected Officials Academy sponsored by MTAS?  Mayor \_\_\_\_\_  
 Governing board members \_\_\_\_\_
18. Is your chamber of commerce actively involved in economic development?  
Please check all that apply.  Yes  No  
 Industrial recruiting  
 Tourism  
 Business development  
 Business retention  
 Retail recruiting  
 Retire Tennessee
19. A business incubator is a place that fosters and launches new businesses. Incubators help businesses become established and profitable during their start-up phase. Is there a business incubator in your city?  Yes  No

<b>PLANNING, ZONING AND CODE ENFORCEMENT</b>
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1. Does the city have a planning commission?  Regional  Municipal
2. Does the planning commission meet regularly?  Yes  No
3. Does the planning commission have staff?  Yes  No
4. If staffed, how is it provided?  State of Tennessee contract  
 City staff  
 Other \_\_\_\_\_
5. Does the planning commission have an appeals board?  Yes  No
6. Does the city have a comprehensive plan?  Yes  No
7. Has the city adopted a land use plan?  Yes  No
8. Has the city enacted a zoning ordinance?  Yes  No

9. How is zoning enforced?

- By a property maintenance officer
- Other

10. What codes has the city adopted? (Please specify by title and year.)

- Building \_\_\_\_\_  
\_\_\_\_\_
- Fire \_\_\_\_\_  
\_\_\_\_\_
- Plumbing \_\_\_\_\_  
\_\_\_\_\_
- Mechanical \_\_\_\_\_  
\_\_\_\_\_
- Electrical \_\_\_\_\_  
\_\_\_\_\_
- Amusement \_\_\_\_\_  
\_\_\_\_\_
- Energy \_\_\_\_\_  
\_\_\_\_\_
- Gas \_\_\_\_\_  
\_\_\_\_\_

## COMMUNITY FACILITIES AND SERVICES

1. Under what type of government does your city operate?

- Mayor-alderman
- City administrator
- Mayor as CEO
- Council-manager
- Commission-manager
- Metropolitan council
- Commission

2. Is solid waste collection provided in the city?  
(If yes, please check all that apply.)

- Yes  No
- Residential  Commercial
- Industrial

3. Does the city help businesses and industry recycle waste materials? If yes, please explain the assistance provided.

- Yes  No
- \_\_\_\_\_

4. Does the city provide business or industrial waste containers?  Yes  No
5. What are the fees for solid waste collection?  
Residential \$ \_\_\_\_\_  
Commercial \$ \_\_\_\_\_  
Industrial \$ \_\_\_\_\_
6. What are the local property tax rates?  
City \$ \_\_\_\_\_  
County \$ \_\_\_\_\_
7. What is the local sales tax rate?  
 1.75%  2.50%  
 2.00%  2.75%  
 2.25%
8. Does the city or county have a hotel/motel tax?  
If yes, what is the amount of the tax?  
 Yes  No  
City \$ \_\_\_\_\_  
County \$ \_\_\_\_\_
9. Does the city allow ...  
 Beer sales?  
 Packaged liquor?  
 Liquor by the drink?
10. Does the city use development or impact fees to help pay for infrastructure improvements?  
If yes, what is the amount of the fee?  
 Yes  No  
Development fee \$ \_\_\_\_\_  
Impact fee \$ \_\_\_\_\_

## TRANSPORTATION

1. Does the city have a transportation plan?  Yes  No
2. How far is it to the nearest four-lane highway?  
 0 to 1 miles  6 to 10 miles  
 2 to 5 miles  More than 10 miles
3. How far is it to the nearest interstate highway?  
 0 to 1 miles  6 to 10 miles  
 2 to 5 miles  More than 10 miles
4. How far is it to the nearest port facility?  
 0 to 5 miles  21 to 30 miles  
 6 to 10 miles  More than 30 miles  
 11 to 20 miles
5. What rail lines serve the city?  
 CSX  Norfolk Southern  
 Canadian Pacific  Short Line  
 Other \_\_\_\_\_

6. Does the city have an airport?  Yes  No
7. If yes, what is the largest size plane the airport can accommodate? \_\_\_\_\_
8. What level of aircraft maintenance is provided at the airport? \_\_\_\_\_

9. Is ground transportation available at the airport?  Yes  No
10. How far is it to the nearest commercial airport?  Less than 10 miles  41 to 80 miles  
 10 to 20 miles  More than 80 miles  
 21 to 40 miles
11. How would you rate the adequacy of city and neighborhood streets on a scale of 1 to 5 with 5 being the best and 1 the worst?  1  2  3  4  5

## MEDICAL FACILITIES

1. Is there a hospital in the city or county?  
 If yes, how many beds are located in or near the city?  Yes  No  
 Fewer than 25  51 to 100  
 25 to 50  More than 100
2. How old is the facility?  Less than 25 years  
 25 to 50 years  
 More than 50 years
3. How many medical doctors are available at the hospital or nearby medical offices?  Fewer than 10  31 to 50  
 10 to 20  More than 50  
 21 to 30
4. How far is it to the nearest trauma center?  Less than 50 miles  
 50 to 100 miles  
 More than 100 miles
5. How many ambulances are available in the city (or county, if countywide service)?  0 to 2  
 3 to 6  
 More than 6

**ASSISTED LIVING FACILITY**

1. Is there an assisted living facility in the city or county?  
If yes, how many beds are located in or near the city?
- |  |  |
|--|--|
| <input type="checkbox"/> Yes           | <input type="checkbox"/> No            |
| <input type="checkbox"/> Fewer than 25 | <input type="checkbox"/> 51 to 100     |
| <input type="checkbox"/> 25 to 50      | <input type="checkbox"/> More than 100 |
2. How old is the facility?
- |   |
|---|
| <input type="checkbox"/> Less than 25 years |
| <input type="checkbox"/> 26 to 50 years     |
| <input type="checkbox"/> More than 50 years |
3. How far is it to the nearest trauma center?
- |   |  |
|---|--|
| <input type="checkbox"/> Less than 10 miles | <input type="checkbox"/> 31 to 50 miles      |
| <input type="checkbox"/> 10 to 20 miles     | <input type="checkbox"/> 51 to 100 miles     |
| <input type="checkbox"/> 21 to 30 miles     | <input type="checkbox"/> More than 100 miles |

**EDUCATION**

1. Please check the type of education systems available to your city's students.
- |                               | City                          | County                        | Private                       |
|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> K-5  | <input type="checkbox"/> K-5  | <input type="checkbox"/> K-5  | <input type="checkbox"/> K-5  |
| <input type="checkbox"/> K-6  | <input type="checkbox"/> K-6  | <input type="checkbox"/> K-6  | <input type="checkbox"/> K-6  |
| <input type="checkbox"/> K-8  | <input type="checkbox"/> K-8  | <input type="checkbox"/> K-8  | <input type="checkbox"/> K-8  |
| <input type="checkbox"/> K-12 | <input type="checkbox"/> K-12 | <input type="checkbox"/> K-12 | <input type="checkbox"/> K-12 |
2. What is the current expenditure per student for the education provider (city, county, or both, as reported by the Tennessee Department of Education)?
- \$ \_\_\_\_\_
3. What are the state achievement test scores for the past three years as reported by the Tennessee Department of Education Report Card?
- |  |                           |                        |
|--|---------------------------|------------------------|
|  | Grades 3-8:               | Math _____             |
|  |                           | Reading/Language _____ |
|  |                           | Social Studies _____   |
|  |                           | Science _____          |
|  | Grades 5 and 8:           | Writing _____          |
|  | Grades 9-12:              | TCAP Writing _____     |
|  | Academic ACT Achievement: | Composite Score _____  |
4. What percent of ninth graders graduate from high school?
- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> 90 to 100% | <input type="checkbox"/> 60 to 69      |
| <input type="checkbox"/> 80 to 89%  | <input type="checkbox"/> 50 to 59%     |
| <input type="checkbox"/> 70 to 79%  | <input type="checkbox"/> Less than 50% |
5. What percent of graduates continue on to college?
- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> 90 to 100% | <input type="checkbox"/> 60 to 69%     |
| <input type="checkbox"/> 80 to 89%  | <input type="checkbox"/> 50 to 59%     |
| <input type="checkbox"/> 70 to 79%  | <input type="checkbox"/> Less than 50% |



6. How far is it to the nearest community college?  0 to 10 miles  31 to 40 miles  
 11 to 20 miles  More than 40 miles  
 21 to 30 miles
7. How far is it to the nearest technical school, other than the community college?  0 to 10 miles  31 to 40 miles  
 11 to 20 miles  More than 40 miles  
 21 to 30 miles
8. What is the technical school's job placement rate? \_\_\_\_\_ %
9. What is the placement rate for technical programs at the community college? \_\_\_\_\_ %
10. What types of training are provided at the technical school? (Please check all that apply)
- Automotive
  - Computer training
  - Drafting and CAD technology
  - General office
  - Heating and air conditioning
  - Industrial electricity/electronics
  - Machine shop
  - Medical technology
  - Nurse training
  - Truck driving
  - Welding
  - Other (please list) \_\_\_\_\_
- 
- 
- 

11. How far is it to the nearest four-year college or university?  0 to 10 miles  31 to 40 miles  
 11 to 20 miles  More than 40 miles  
 21 to 30 miles
12. What degree programs are offered at the nearest college or university?  Technical  Masters  
 Associates  Doctoral  
 Bachelors

<b>PUBLIC SAFETY</b>
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1. Does the city have a full-time police force?  Yes  No
2. How many full-time officers are employed by the city's police force? \_\_\_\_\_
3. How many patrol cars are available? \_\_\_\_\_

4. What are crime statistics as reported by TIBER for these crimes? (You can obtain this information from your local police department.)

Homicide \_\_\_\_\_

Armed robbery \_\_\_\_\_

Rape \_\_\_\_\_

5. Which best describes your fire department?

- Full time  
\_\_\_\_\_ Number of full-time firefighters
- Full time/volunteer
- Volunteer  
\_\_\_\_\_ Number of volunteer firefighters

6. What is your city's ISO rating?

- |                            |                             |
|----------------------------|-----------------------------|
| <input type="checkbox"/> 1 | <input type="checkbox"/> 6  |
| <input type="checkbox"/> 2 | <input type="checkbox"/> 7  |
| <input type="checkbox"/> 3 | <input type="checkbox"/> 8  |
| <input type="checkbox"/> 4 | <input type="checkbox"/> 9  |
| <input type="checkbox"/> 5 | <input type="checkbox"/> 10 |

7. What are the highest and lowest water pressure levels in your city?

Highest \_\_\_\_\_ Lowest \_\_\_\_\_

## UTILITIES

1. What organization or entity provides water service in your city?

- City council or board
- Separate utility board
- Private company

2. What is its treatment capacity and usage of the water plant?

Treatment capacity (MGD) \_\_\_\_\_

Current usage (MGD) \_\_\_\_\_

3. What is the storage capacity of the water system?

\_\_\_\_\_

4. What percent of the city's water distribution system comprises 6" or larger water lines?

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> 90 to 100% | <input type="checkbox"/> 60 to 69%     |
| <input type="checkbox"/> 80 to 89%  | <input type="checkbox"/> 50 to 59%     |
| <input type="checkbox"/> 70 to 79%  | <input type="checkbox"/> Less than 50% |

5. Is sanitary sewer service provided in the city? If yes, what percent of the city's residents and business are covered by sanitary sewer service?

- Yes
  - No
- \_\_\_\_\_ %

6. What is the wastewater plant's capacity and current usage?

Capacity (MGD) \_\_\_\_\_

Current usage (MGD) \_\_\_\_\_

7. How old are the water treatment and wastewater plants?

Water treatment plant \_\_\_\_\_ years

Wastewater plant \_\_\_\_\_ years

8. What entity or organization provides electric service?
- City council or board
  - Separate utility board
  - Electric cooperative
  - Other \_\_\_\_\_

9. Please provide electrical retail charges and costs for these services:
- Residential: Customer charge \$ \_\_\_\_\_  
 First 800 kWh \$ \_\_\_\_\_  
 All additional kWh \$ \_\_\_\_\_
- Commercial and industrial (less than 50 kWh): Customer charge \$ \_\_\_\_\_  
 All kWh \$ \_\_\_\_\_
- Commercial and industrial (51-1,000 kWh): Customer charge \$ \_\_\_\_\_  
 0-50 kWh \_\_\_\_\_ No charge \_\_\_\_\_  
 51-1,000 kWh \$ \_\_\_\_\_  
 First 15,000 kWh \$ \_\_\_\_\_  
 Additional kWh \$ \_\_\_\_\_
- Commercial and industrial (1,001-5,000 kWh): Customer charge \$ \_\_\_\_\_  
 0-1,000 kWh \$ \_\_\_\_\_  
 1,001-5,000 kWh \$ \_\_\_\_\_  
 All kWh \$ \_\_\_\_\_
- NOTE: *If your city's electrical provider uses some other tiered rate structure, please feel free to substitute for the above rate structure.*

10. What entity or organization provides cable service?
- City council or board
  - Separate utility board
  - Electric cooperative
  - Other \_\_\_\_\_

11. What entity or organization provides fiber optic service?
- City council or board
  - Separate utility board
  - Electric cooperative
  - Other \_\_\_\_\_

12. What entity or organization provides telephone service?
- City council or board
  - Separate utility board
  - Electric cooperative
  - Other \_\_\_\_\_

13. How many substations are in the immediate area? \_\_\_\_\_

14. Does the electricity provider assist with locating and financing substations to serve new and existing industries and businesses?
- Yes  No

15. Is gas service available?  Yes  No

16. What is the cost per 100 cubic feet? \$ \_\_\_\_\_

17. What extension policies are available to make accommodation for economic development?  
(Please check all that apply.)

- Electric
- Gas
- Streets or access roads
- None
- Sewer
- Water

## RECREATION

What recreation facilities and services are provided by your city?  
(Please check all that apply.)

- Golf course
  - Nine hole
  - Eighteen hole
- Indoor recreation center
- Outdoor swimming pool
- Baseball facilities
- Softball facilities
- Soccer facilities
- Tennis facilities
- Other

## INDUSTRIAL

1. Does the city own an industrial park?  
If yes, how many acres is it?

- Yes                       No
- \_\_\_\_\_

2. What percent of the park is undeveloped?

\_\_\_\_\_ %

3. What NAICS are located in the park (and in the city)? [The North American Industrial Classification System (NAICS) is the standard used by federal statistical agencies to classify business establishments for the purpose of collecting, analyzing and publishing economic data.]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Are some of the manufacturing plants unionized?

- Yes                       No

5. If yes, when was the last union election?

\_\_\_\_\_

6. How does the city market its available sites and buildings?  
(Please check all that apply.)

- Marketing is conducted by the Tennessee Department of Economic & Community Development
- Marketing is conducted by a regional economic development association
- Marketing is conducted by a private firm
- The city does not market its available sites and buildings

7. Does the city have access to broadband Internet service?  Yes  No
8. Does the city have a Web site?  Yes  No
9. If yes, does the city use the Web site to market the city for economic development purposes?  Yes  No
10. How long would you estimate that it takes the Web site to open?  
 10 to 20 seconds  
 21 to 40 seconds  
 More than 40 seconds
11. Does the Web site contain all of the information that would normally be found in a community profile?  Yes  No
12. How often is the Web site updated?  
 Daily  Annually  
 Weekly  Infrequently  
 Monthly
13. Does the city have a written industrial retention program?  Yes  No
14. What percent of industrial and business recruiting is focused on manufacturing?  
 On services? \_\_\_\_\_%  
 \_\_\_\_\_%

15. Please specify the number of plant closings and expansions during the past five years and include the number of employees affected.

FY	Openings	New Jobs	Closings	Jobs Lost	Expansions	New Jobs
2007-08						
2006-07						
2005-06						
2004-05						
2003-04						

16. Is there a manufacturers' association in the city or county?  
 If yes, is it active?  Yes  No  
 Yes  No

## HOUSING

1. What is the average home price? (You can obtain this information from the county assessor of property). \$ \_\_\_\_\_
2. Are condominiums and apartments available?  Yes  No
3. What is the average monthly rent for a house? \$ \_\_\_\_\_  
An apartment? \$ \_\_\_\_\_
4. How many residential building permits have been issued by the city during the past five years? FY 2007-08 \_\_\_\_\_  
FY 2006-07 \_\_\_\_\_  
FY 2005-06 \_\_\_\_\_  
FY 2004-05 \_\_\_\_\_  
FY 2003-04 \_\_\_\_\_
5. What is the population within a 15-minute drive time of the city? \_\_\_\_\_
6. What is the population within a 15-mile radius of the city? \_\_\_\_\_

## COMMERCIAL

1. How far is it to the nearest shopping mall?  Less than 2 miles  11 to 20 miles  
 2 to 4 miles  More than 20 miles  
 5 to 10 miles
2. What anchor stores are available in the mall? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. What restaurants are available in the city? (Please check all that apply and list other restaurants under "other.")  
 Burger King  McDonald's  
 Kentucky Fried Chicken  Sonic  
 Zaxby's  Hardee's  
 Red Lobster  Applebee's  
 Ruby Tuesday  Logan's Roadhouse  
 TGI Friday's  Shoney's  
 Ryan's  
 Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. List the commercial openings and expansions that have occurred within the past five years.

Commercial openings \_\_\_\_\_

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Commercial expansions \_\_\_\_\_

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5. List the commercial closings that have occurred within the past year.

\_\_\_\_\_

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<b>CULTURE AND TOURISM</b>
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1. Does the city have a movie theater?  Yes  No
2. Is there a playhouse or theater in or near the city?  Yes  No
3. Is there an art museum in or near the city?  Yes  No

4. In what city is the nearest theater or concert hall? \_\_\_\_\_

5. What religious faiths are represented in your city?  
(For instance, Jewish, Catholic, Methodist, Assemblies of God, etc.) \_\_\_\_\_

6. How far is the nearest visitor's center?  Less than 20 miles  
 21 to 40 miles  
 More than 40 miles

7. Does the city use brochures and other marketing tools to promote local attractions?  Yes  No

8. Is the city actively engaged with Tennessee's tourism promotion program?

Yes

No

9. What are the city's top three tourist attractions?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Please provide contact information for the person completing this assessment survey.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Date this assessment was completed: \_\_\_\_\_

**Thank you for your time and cooperation in completing this assessment survey for your city.**