

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

March 25, 2024

The Purchase Area Development District Board of Directors met on Monday, March 25, 2024, at 3:00 p.m., in the conference room of the PADD office. Webex was available for public viewing. Board members in attendance either in person, by phone or Webex (asterisk denotes absence):

Ballard

Judge/Executive Todd Cooper, Vice-Chair
Cathy Pigg
Justin Puckett*

Calloway

Judge/Executive Kenny Imes*
Mayor Bob Rogers*
Sue Outland
Mark Manning*

Carlisle

Judge/Executive Greg Terry
Nancy Henley
Phillip Bean*

Fulton

Judge/Executive Jim Martin
Mike Gunn*
Perry Turner
Greg Curlin
John Wiley Gannon*

Other guests present:

Austin Weatherington
Alex Caudill
Morgan Alvey
Christina Peterson

Graves

Richie Galloway
Mayor Kathy O’Nan
Mayor Charles Shelby*
Tamie Johnson
Pete Galloway, Secretary
Monica Jackson

Hickman

Judge/Executive Kenny Wilson, Treasurer
Mayor John Kelly*
Wynita Dillard
Ethan Cunningham*

Marshall

Judge/Executive Kevin Spraggs*
Mayor Rita Dotson, Chair
John Ward
Andrew Pagel

McCracken

Judge/Executive Craig Clymer*
Mayor George Bray
Arthur Boykin
Bill Bartleman

Mary Anne Medlock
Sheila Clark

Mayor Rita Dotson, Chair of the PADD Board of Directors, called the meeting to order at 3 PM, confirmed attendance in person and on Webex and introduced the guests. The group then performed the Pledge of Allegiance.

I. OLD BUSINESS

- A. Chair Dotson stated that there were minutes from the February 26, 2024, meeting that would need approval. **Judge Todd Cooper motioned for the approval of the minutes from the February 26, 2024. Mr. Pete Galloway seconded, and the motion passed unanimously.**
- B. Chair Dotson called on Ms. Alana Champion, Associate Director of Finance who summarized the Budget-to-Expense report for the month of February 2024.
- C. Chair Dotson asked Judge Todd Cooper to give the report for the Personnel and Finance Committee. Judge Cooper reported the PADD Personnel and Finance Committee met today at 1:30 pm and reviewed the Executive Director's monthly timesheet, and office credit card bill. The monthly budget to expense report for February, a budget modification, and certificate of indirect costs were all approved. Other personnel matters were also discussed.

There were two total contracts that did not need Board approval. A listing is included in your packet.

In conclusion, No Code of Ethics violations were reported.

II. NEW BUSINESS

A. STANDING COMMITTEES

1. AGING COMMITTEE

Chair Dotson called on Ms. Cissy Fox for the Aging report. Ms. Fox stated in the packet and on the screen, are the Payment Reports for each of our Subcontractors for the month of February. These reports include monthly payments to each Subcontractor, the percentage of allocations spent by the end of the month, and the target expenditure percentage for each month to ensure funds are expended by the end of the fiscal year.

In the packet, you will also find the Long-Term Care Ombudsman's report.

Ms. Fox shared information regarding our Aging and Disability Vaccination Collaborative Grant. This funding has been provided by the Department for Aging and Independent Living to provide vaccinations and vaccination information to seniors. To date, PADD staff have hosted two Senior Vaccination events; one at the Carlisle County Senior Center and the other was held here at the PADD office. Staff have also been able to provide vaccination education to seniors throughout the Purchase Area. In addition, we were able to purchase Billboards encouraging Senior vaccinations and there is one located in Mayfield on Highway 45.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Dotson called on Mr. Jim LeFevre for the Transportation Committee report. Mr. LeFevre reported in September of 2022, the PADD was awarded a \$250,000 Safe Streets for All, known as SS4A, grant to develop a regional comprehensive transportation safety action plan. UK's Kentucky

Transportation Center is in the process of analyzing 5-year crash data from 2017-2021. Each of the counties has received a list of focus roadways (for review) and will be getting a resolution to pass in support of reducing roadway injuries and deaths. The PADD's regional transportation committee will serve as the oversight committee. On pages 36-37 of the board packet (and on the screen) for your information we have provided a two-page information sheet on the SS4A action plan components.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Dotson called on Ms. Mattea Mitchell. Ms. Mitchell reported the 2024 NOFA has been released for Critical Infrastructure Fund through Delta Regional Authority. This funding supports economic and community development needs within DRA's region addressing basic public and transportation infrastructure, as well as flood-control issues. Awards will range from a minimum of \$500,000 to a maximum of \$2,000,000. Applications are accepted on a rolling basis. The link is provided for the DRA website or contact PADD CED staff for more information.

<https://dra.gov/programs/critical-infrastructure/community-infrastructure-fund/>

The Kentucky Office of Homeland Security is accepting applications for the FY24 State Homeland Security Grant Program. This program assists states to build, sustain, and deliver capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism. To be funded, projects MUST (1) demonstrate a terroristic preparedness nexus, (2) address threats and hazards identified in the State's Threat and Hazards Identification and Risk Assessments (THIRAs) and the corresponding National Core Capabilities, and (3) fall under an identified National Priority Area or Enduring Security Need. Application deadline is on April 12, 2024.

<https://homelandsecurity.ky.gov/Pages/Grants.aspx>

The Department for Local Government (DLG) administers funding from the U.S. Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program. For the 2024 funding cycle, DLG will receive approximately \$26 million for distribution. Funds are designated for various program areas including Community Projects, Community Emergency Relief Fund, Economic Development, Housing, Public Facilities Public Services (Recovery Kentucky). All cities and counties located in the Purchase Area region are eligible to apply. Applications for each program area will open on April 1, 2024.

https://kydlgweb.ky.gov/FederalGrants/16_CDBG.cfm

A list of open grant opportunities is listed on pages 38-39 of your packet. These funding opportunities are either rolling cycles or have been mentioned during recent board meetings and are still available to the public. This is not a comprehensive list, just a brief overview of what has been shared recently.

In your packet is the list of projects in the region submitted to the state clearinghouse in February. These are found on pages 40-41 of your board packet.

In conclusion, Ms. Mitchell congratulated the Hickman-Fulton Riverport Authority on their recent award from the Government Resources Accelerating Needed Transformation (GRANT) program (commonly known as HB9). They are receiving \$323,970 to match their federal PIDP award. Funding will be used to replace a conveyor system and make repairs to an existing mooring cell.

B. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS

1. COMMODITY AND FOOD BANK TASK FORCE

Chair Dotson called on Ms. Angela Jewell for the Commodity report. Ms. Jewell reported for the month of February 2024, there was a total of 364,201 pounds distributed through all food programs.

The two USDA programs, TEFAP and CSFP had 173,400 and 67,358 pounds distributed for the month, respectively. CSFP served 2,020 participants in February.

The Feeding America program distributed 114,582 pounds for the month. This number includes 90,937 pounds from the Feeding America retail recovery pick-up program. 8,541 pounds were distributed through the Feeding America purchase program. Through the Backpack program, 4,230 pounds were distributed in February, serving 235 children with 1,410 bags. 10,874 pounds of Disaster Relief were distributed in February.

In the miscellaneous category, pantries directly received 8,861 pounds of donated food. This number includes (3,929) pounds of ground beef from the Hasting Grant.

2. WATER MANAGEMENT COUNCIL

Chair Dotson called on Judge Todd Cooper for the Water Management report. Judge Cooper reported staff are currently conducting yearly site visits with systems throughout the region. The information gathered during these visits is used to update the WRIS portal. Updating the WRIS is required for all funding requests and grant opportunities for water and sewer projects.

Judge Cooper also reported the state will begin reallocating any grant funding that has not submitted proper paperwork by April 15th. Three projects in our region are in danger of having their funds reallocated. They have been contacted and made aware of the situation.

3. BUSINESS LENDING REPORT

Chair Dotson called on Mr. Mike Maxwell for the Business Lending report. Mr. Maxwell reported the Business Lending Department currently manages an overall portfolio of 83 active loans with a balance of Twelve million, six hundred seventy thousand, six hundred forty-six dollars and twenty cents (\$12,670,646.20).

The PADD Loan Portfolio can be found on pages 50-51 of your board packet.

As the board is aware, The PADD is tasked with the goal of closing 10 Small Business Administration Microloans per year. To help meet that goal, the PADD has now started to structure all loans with an SBA Microloan component. This means that in many cases, you will now see two loans for the same borrower. An example of this can be found in the two recent loans that PADD approved using delegated authority for loans under \$20,000. On pages 44-46 of your board packet, you will find details and the risk ratings for a \$3,000 SBA Microloan and a \$17,000 Economic Development Administration CARES ACT Working Capital loan. These loans were for working capital needed for startup operations for a new hobby store located in Paducah, KY. These two loans were closed on March 21st.

The PADD would also like to report that PADD Loan Review Committee met on March 13th and approved two new applications using the same format for structuring the loan to include an SBA Microloan. The committee approved an Economic Development Administration ARPA Revolving Loan Fund application in the amount \$92,500 and an SBA Microloan for \$7,500 for a total request of \$100,000 to be used for working capital for a hemp flooring manufacturer in Murray, Kentucky. Details of this loan can be found on pages 47-49 of your board packet.

The PADD would like to update the committee on loans in process. In February, the PADD loan committee approved a Two Hundred Twenty-Eight Thousand, Eight Hundred- and Seventy-Three-dollar (\$228,873) loan for working capital in the expansion of a franchise restaurant from Paducah to a new location in Murray, KY. This loan is in process and is expected to close in early April of 2024.

The PADD also would like to update the board on the status of two SBA 504 loans that were approved by the board at the February board meeting. The PADD is happy to announce that the SBA 504 application for Shed Metalworks in Carlisle County has been approved by the SBA. The loan application for 409 Bar and Grill is currently on hold due to issues with the third-party lender.

PADD would also like to update the board on its progress in executing the SBA 504 strategic plan. As the board is aware, the PADD was asked by the SBA to create a strategic plan to increase production in the 504 program and the PADD is tasked with obtaining two approvals per year from the SBA on 504 applications to meet the expectations of being a certified development company. With the approval of the Shed Metalworks application, the PADD now has one (1) of the SBA 504 applications required by the SBA for the PADD to meet the goal of two (2) 504 applications per year. PADD is happy to announce that there is a fourth application in process and the PADD has consulted with 7 504-potential borrowers since January 1st of 2024.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Dotson called on Ms. Cissy Fox for the Workforce Innovation and Opportunity report. Ms. Fox shared the Jobnet staff in Madisonville recently assisted at a job fair hosted by the Muhlenberg Economic Growth Alliance on March 8th in Central City. The event was organized in response to the announcement of the newly announced layoff at Pride Mines.

WIOA staff had the opportunity to assist staff that are being laid off from Glenn's Contracting in Fulton, with information regarding available WIOA training activities on March 19th.

Currently, there are still training dollars available for those who have been dislocated due to the tornado or live in counties that were impacted by the tornado. We recently assisted clients with lineman training at Madisonville Community College.

5. HAZARD MITIGATION

Chair Dotson called on Mr. Stacey Courtney for the Hazard Mitigation report. Mr. Courtney reported that the Purchase Region Hazard Mitigation Plan has been submitted to Kentucky Emergency Management. A consultant has been hired to help get plan approval from FEMA. All but three resolutions have been turned in from the cities and counties.

Stacey Courtney 270-251-6146

James Smith 270-251-6138
Rachel Foley 270-251-6168

Through the BRIC program that started back in August 2023, PADD staff have worked with communities in the region to identify critical facility energy needs and infrastructure at those facilities in case of emergency. An online survey was created to collect the data and distributed by the EMs. As a region, only 20% of our critical facilities have participated by completing the survey. We will have the month of April to improve that number. May will be spent analyzing the data to prepare for our second BRIC meeting on Tuesday, June 18th here at the PADD office.

III. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION

No report.

2. JACKSON PURCHASE LOCAL OFFICIAL'S ORGANIZATION

Chair Dotson called on Mr. Jim LeFevre to give the JPLOO report. Mr. LeFevre addressed the photos on the screen and on pages 54-56 of the board packet. The new PADD Food Warehouse is nearing completion. We anticipate accepting shipments and making distributions from the new facility in April.

JPLOO President Greg Terry has announced the JPLOO annual meeting is scheduled for April 15 at 11:30 a.m. at the PADD.

IV. EXECUTIVE DIRECTOR ANNOUNCEMENTS

Chair Dotson called on the Executive Director, Mr. Jeremy Buchanan, for announcements. Mr. Buchanan stated that included in the warehouse update there are just a few issues before we take possession of the building. Staff are waiting on the gas pipe testing before the start up of the units. Waiting on the charging station for the fork-lift. The charging station is in-transit.

Mr. Buchanan stated that the Board will be hearing about HB723. This bill was previously called HB9 ('23 session) is being discussed in depth and is trying to be moved to Department of Agriculture.

Chair Dotson asked if anyone else had any announcements. Mr. Alex Caudill reported on some funding announcements that had been made in the last week and those that would be upcoming. He congratulated the Hickman-Fulton Riverport on their project. He stated that a first in history had occurred with Governor Beshear being named as the DRA Chair; and that he was also the ARC Chair. He mentioned a Save the Date for the Kentucky Local Issues Conference that would be held about a week earlier than usual. The dates to save are August 7-9, 2024. And in conclusion, Mr. Caudill stated that Ms. Jessica Hill had passed away. She was 34 years old and had worked for the Department of Local Government in the Land and Water program.

Ms. Christina Petersen stated that Senator Paul would be attending the Constituent Services Fair in the MSU Ballroom on April 22, at 11:00 a.m.

Ms. Morgan Alvey reported that on two appropriation packages.

Judge Cooper made a comment regarding Mr. Aaron Jones from the Department of Local Government and how much he appreciated him and his work on HB9 for the Purchase Area.

V. ADJOURNMENT

Chair Dotson asked if there was any further business for the meeting. There being no further business, Chair Dotson asked for a motion to adjourn. **Judge Greg Terry made a motion to adjourn. Mr. Pete Galloway seconded the motion, and the motion passed unanimously.**

Chair, Mayor Rita Dotson

Secretary, Mr. Pete Galloway