

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

July 23, 2024

The Purchase Area Development District Board of Directors met on Tuesday, July 23, 2024, at 11:30 a.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:

Mary Anne Medlock
Gina Winchester
Jason Looper

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

Jim Osborne
Kyle Poat
Austin Hurt

Chair Rita Dotson, of the PADD Board of Directors, called the meeting to order at 11:30 AM, 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 June 24, 2024, meeting that would need approval. **Mr. Pete Galloway motioned for the approval of the minutes from the June 24, 2024, meeting. Judge Kenny Wilson seconded, and the motion passed unanimously.**
- B. Chair Dotson called on Ms. Alana Champion, Director of Finance, who summarized the Budget-to-Expense report for the month of June 2024.
- C. Judge Executive Todd Cooper gave the report for the Personnel and Finance Committee. Judge Cooper reported the PADD Personnel and Finance Committee met today at 10:30 am and reviewed the Executive Director's monthly timesheet, travel, and office credit card bill. The monthly budget-to-expense report for June was approved. Other personnel matters were also discussed.

There was 1 contract this month that did not require Board approval. The list is included in the packet on page 17.

In conclusion, No Code of Ethics violations were reported.

- D. Mr. Buchanan stated that there were 2 guest speakers today. He first introduced Ms. Nancy Everitt, PACE Life Coordinated, The Program of All-Inclusive Care for the Elderly focuses on allowing senior citizens to remain in their homes for longer, the concept Everitt refers to as "aging in place." This is a program that helps seniors age in their own home. Over 90% of Americans want to age in place. There is a lack of support for seniors to age in place, and Life Coordinated facilities help to provide that support. The new facility located just off the court square in what was once the Bank of Marshall County, more recently US Bank, the facility will service elders in Marshall, Graves, Calloway, Hickman, Fulton, and McCracken counties. The facility will host a variety of doctors and specialists onsite, as well as offering technology training, activities, and more.

Next, Mr. Buchanan introduced Ms. Alyssa Erickson, Director of Education and Outreach with the Kentucky Office of Medical Cannabis. Ms. Erickson discussed upcoming dates for application to be a dispensary, what the application process was going to entail for those who needed to partake in the medical cannabis card and the start date for those who can benefit this as of January 1, 2025.

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 June. 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.

PADD Aging staff attended a train the trainer, disaster preparedness training in Frankfort and provided disaster preparedness training to our Senior Center contractors on July 17th, we spent the morning planning how to maintain Senior Center services in the event of local disasters and preparing disaster preparedness plans.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Dotson called on Mr. Jon Young for the Transportation Committee report. Mr. Young reported the Kentucky Transportation Cabinet (KYTC) held a public meeting for the US 51 Ohio River 'Cairo' Bridge Replacement Project on July 11 at Cairo HS. You can find out more details of the project at www.US51Bridge.com and can view the new designs at the following link. <https://storymaps.arcgis.com/stories/6be2cb12f53543a0a9dc564f0bb55aaf>

Staff are still waiting on notice to proceed for local road updates. Once notice is received, we will start reaching out to local officials to set up a time to review road lists.

PADD staff will be contacting each county's elected officials to set up project review meetings in collaboration with KYTC District 1 to get their input on local road projects as part of the Transportation Cabinet's Strategic Highway Investment Formula for Tomorrow or SHIFT.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Dotson called on Ms. Mattea Mitchell. Ms. Mitchell reported a list of open grant opportunities was included on pages 33-35 of the 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 the packet is the list of projects in the region submitted to the state clearinghouse in the month of June. This is found on page 36-37 of the board packet.

The Community and Economic Development department is currently managing 98 projects that total \$78,925,442 in funding.

In conclusion, Ms. Mitchell offered congratulations to the City of Mayfield on their recent award from the US Department of Transportation – Rebuilding American Infrastructure with Sustainability and Equity or RAISE grant. They are receiving \$25 million to increase driver and pedestrian safety, improving clean water systems, replacing trees lost in the disaster and building ADA accessible routes to buildings.

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 quarter ending June 31, 2024, there was a total of 1,159,465 pounds distributed through all food programs.

The two USDA programs, TEFAP and CSFP had 470,993 and 183,926 pounds distributed for the quarter, respectively. CSFP served 2,020 participants each month.

The Feeding America program distributed 403,325 pounds for the quarter. This number includes 362,059 pounds from the Feeding America agency to retail pick-up program this quarter. 26,496 pounds were distributed through the Feeding America Purchase Program for the quarter. Through our backpack program, a total of 439 children were served—with 1,437 bags—totaling 4,608 pounds for the quarter. 10,162 pounds of disaster relief donations were distributed for the quarter.

Through Feeding Kentucky, with the F2FB & LFPA programs, 43,025 pounds were distributed. This was meat, cheese, fresh fruits & fresh vegetables.

Anthem Insurance donated 34,970 pounds of fresh produce in April. This was distributed to residents in Graves County, serving 500+ and Hickman County, serving 400+ households. More Anthem Produce events will be scheduled this fall in McCracken, Marshall, Fulton, Carlisle and Hickman counties.

- 23,226 pounds (from miscellaneous donors direct to pantries) were reported by Calloway, Graves, Hickman, Marshall and McCracken counties.
- For fiscal year 2024 a total of 4,592,531 pounds were distributed through all programs.

The Commodity and Food Bank Task Force Board Meeting was held today, July 23rd at 10:00 A.M. in the Small Conference Room.

In closing, Ms. Jewell thanked everyone for their attendance to the Warehouse dedication in June.

2. WATER MANAGEMENT COUNCIL

Chair Dotson called on Mr. James Smith for the Water Management report. Mr. Smith reported that KIA has established a new funding opportunity through House Bill 563. The Kentucky Water and Wastewater Assistance for Troubled or Economically Restrained Systems known as “KY WWATERS”.

Mr. Smith reported that Kentucky WWATERS Program was established to provide a process to apply for funds for eligible projects to be evaluated, scored, and presented to the General Assembly for consideration for funding. The types of assistance that may be provided are loans, no-interest loans, forgivable loans, or grants.

Mr. Smith stated that there was a separate application that needs to be submitted outside of the WRIS. Applications should be submitted as soon as possible. Scored and ranked projects will be provided to the General Assembly on December 1, 2024. Anyone wanting to submit a project for consideration can find the application at the Kentucky Infrastructures Authority home page or by contacting the PADD office.

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 85 loans with a total balance of Eleven Million, Seven Hundred Ninety-three Thousand, Nine Hundred Sixty-Four Dollars and 84 Cents (\$11,793,964.84).

The PADD Loan Portfolio can be found on pages 42-43 of your board packet.

The PADD Loan Review Committee met on Wednesday, July 10th, 2024. The committee approved a loan request in the amount of \$20,000 for working capital for a security company located in Mayfield, Kentucky. An outline of this loan can be found on page 44 of the board packet.

The Business Lending Department would also like to update the board on its progress related to the SBA 504 Strategic Plan. On page 41, was a year-to-date update of the PADD's SBA 504 Activity. Mr. Maxwell reported as of this meeting, the PADD Business Lending Department has submitted 6 SBA applications to the SBA for approval. Of those 6 submissions, PADD has received approvals on 4 of the applications.

Finally, the PADD Business Lending Department wants to announce that representatives from the Small Business Administration's Kentucky District Office will be conducting a site visit on Wednesday, August 21, 2024, to review the PADD's SBA Microloan Program.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Dotson called on Ms. Cissy Fox for the Workforce Innovation and Opportunity report. Ms. Fox shared information regarding funding that is currently available through the National Dislocated Worker Grant, Project Twister. There are still funds available through December 2024 to complete short term training. This funding was received as a result of the December 10th, tornado. Individuals with jobs impacted by the tornado and those who are long-term unemployed may qualify for assistance.

The program has assisted individuals in obtaining CDLs, medical assistant certificates, CNAs, welding, and lineman certifications.

Ms. Fox reminded those present about the continuing weekly job fairs at the Paducah Career Center. Each Tuesday, the Career Center partners host a job fair with 3-4 employers. To date, they have served 39 employers, 427 job seekers, 19 hired during the job fair and 185 potential hires. Forty-seven percent of job seekers were hired or identified as potential employees.

5. HAZARD MITIGATION

Chair Dotson called on Ms. Rachel Foley for the Hazard Mitigation report. Ms. Foley reported as a region, the BRIC program had a response rate of 31.5% of our critical facilities completing the survey. Staff hosted the second BRIC meeting on Tuesday, June 18th at the PADD office to share some of the preliminary data and analysis of that data. There are packets at the sign in table if you would like to see those results. PADD staff is working with EMs this week to get their final problem statement to be included in the report that will be finished and turned in by the DOE by the end of July.

If you have any questions, please contact Stacey Courtney 270-251-6146 or Rachel Foley 270-251-6168.

III. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION

No report.

2. JACKSON PURCHASE LOCAL OFFICIALS' ORGANIZATION

No report.

IV. EXECUTIVE DIRECTOR ANNOUNCEMENTS

Chair Dotson called on the Executive Director, Mr. Jeremy Buchanan, for announcements. Mr. Buchanan discussed the PADD annual picnic on October 3. After some discussion about conflicting dates, the date has been changed to Wednesday, October 2. Invitations will be mailed out in the next two months.

Mr. Buchanan thanked Mr. Kyle Poat, Mr. Austin Hurt, and Mr. Jason Looper for attending today's meeting. Mayor Kathy O'Nan thanked them also for all they have they have done to help the City of Mayfield.

Mr. Buchanan stated that the Governor's Local Issues Conference would be August 7 – 9. Several staff members will be attending this conference.

Mr. Buchanan briefly discussed the meeting dates for the Board meetings. Still working on this and it hasn't been set in stone.

In closing, Mr. Buchanan let the Board know that Mr. Mark Manning's wife had passed and he had a card he would like as many in attendance today to sign. He asked that we please keep Mark and his family in your thoughts and prayers during this time.

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 Kenny Wilson made a motion to adjourn. Mayor Bob Rogers seconded the motion, and the motion passed unanimously.**

Chair, Mayor Rita Dotson

Secretary, Mr. Pete Galloway