

PURCHASE AREA DEVELOPMENT DISTRICT 3

BOARD OF DIRECTORS MEETING

November 6, 2024

The Purchase Area Development District Board of Directors met on Wednesday, November 6, 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:

Jim Osborne
Kyle Poat
Mary Anne Medlock
Alex Caudill

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

Gina Winchester
Jason Looper
Morgan Alvey
Christina Peterson

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 August 27, 2024, meeting that would need approval. **Mr. Pete Galloway motioned for the approval of the minutes from the August 27, 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 reports for the months of August and September 2024.
- C. Judge Executive Todd Cooper gave the report for the Personnel and Finance Committee. Judge Wilson 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 September was approved. Other personnel and policy matters were also discussed and approved. Judge Cooper stated that a FY25 Budget Modification #1 was approved by the Personnel and Finance Committee. This was an item that needed full board approval and with that, **Judge Cooper made a motion to approve the FY Budget Modification #1. Judge Executive Kenny Wilson seconded the motion, and it passed unanimously.**

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

In conclusion, No Code of Ethics violations were reported.

- D. Prior to the start of the meeting, Mr. Buchanan introduced Mayor Kathy O'Nan, City of Mayfield, as the speaker. Mr. Buchanan stated that some knew of the progress happening all around Mayfield but that several have asked him, and he would like for Mayor O'Nan to speak on the improvements.

Mayor O'Nan thanked Mr. Buchanan for the opportunity to speak. Mayor O'Nan stated that she is so excited with the progress that is currently taking place in the City of Mayfield. Mayor O'Nan shared slides of the progress of Fire Station No. 1, the new City Hall, and Police Station and several of the outlying areas around the city. Mayor O'Nan reported that with state and federal grants the city had been awarded \$105.8 million for the mentioned projects along with the new public works building, owner occupied housing, 122 multifamily rental units, storm water retention and box culvert upgrades, transportation, demo of Hall Hotel, and funds for the Maker's Space Facility. While no amount of money could ever replace what was lost that day, it is a good place to start in moving forward for the city of Mayfield. Mayor O'Nan thanked those who had worked tirelessly to make sure that Mayfield had what was needed to move forward. She was thankful to have been able to thank those personally during the Ground-Breaking for the new city hall and police station.

Mr. Buchanan thanked Mayor O'Nan. He mentioned that knew some of what had been discussed but there was so much more from behind the scenes that he was happy to hear, and he wanted the Board to hear and be able to celebrate that with Mayor O'Nan.

Following the Personnel and Finance Committee report, Mr. Buchanan stated that Mr. Kyle Poat had asked for a few minutes to address the Board.

Mr. Poat, with the Kentucky Transportation Cabinet, stated that he wanted to give an update on the County City Bridge Improvement Project that several had applied for. He stated that his office was the one to receive the applications and his office was the one going out and inspecting the bridges before the application was forwarded to the state level. He asked if there were still those who were applying to please get those in as soon as possible. He stated that some of those had come back from the state level with additional questions. Mr. Poat wanted to re-assure everyone that just because there hasn't been a lot of communication, he wanted to assure everyone that there was still work being done behind the scenes. Mr. Poat asked that when a report is received by the City or County, if there are any questions, to please direct those to him directly.

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 September. 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.

October is Residents' Rights Month, a time designated by Consumer Voice to honor individuals living in long-term care facilities and those receiving care in their homes or communities. In recognition of the month, the PADD's district long-term care ombudsman hosted a Resident's Rights Forum on October 16th at the McCracken County Extension office. The event featured a panel discussion that included a great deal of feedback from residents from a local long-term care facility. The state long-term care ombudsman also attended the event and make remarks regarding the importance of the role of the long-term care ombudsman.

Medicare open enrollment has started and will continue through December 7th. If you or anyone you know is interested in assistance with selecting a Medicare plan, please contact the PADD office. We have two staff that can assist with an in-person or phone appointment.

We are also requesting donations for our Silver Bells 2024 project. This project is designed to serve residents in Personal Care Homes and long-term care facilities with Christmas gifts. We are requesting personal items (shampoo, body wash, lotion, etc.) and stocking stuffers. Please drop items off to the PADD by Friday, December 13th. For more information, you can contact Justin Colley at the PADD office.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Dotson called on Mr. Jon Young for the Transportation Committee report. Mr. Young reported since the last meeting, the Regional Transportation Committee convened on September 24th. During this session, we reviewed and approved the FY25 Committee Bylaws, Goals, and Objectives, which can be found on page 41-48 of your packet. The next Regional Transportation Committee meeting is tentatively scheduled for December 10th at 10:30 a.m., here at the PADD office. A tentative agenda for this upcoming meeting is also available on page 40.

PADD staff is currently coordinating with each county's elected officials to schedule project review meetings in collaboration with KYTC District 1. These meetings aim to gather input on local road projects as part of the Transportation Cabinet's Strategic Highway Investment Formula for Tomorrow (SHIFT), ensuring that local priorities are well-represented in the decision-making process.

Mr. Young stated staff are in the process of holding meetings for Local Road Updates. To date, staff have met with officials from three counties and will soon be reaching out to the remaining counties to schedule discussions. These meetings are an opportunity to review and discuss any ongoing or upcoming road projects in your area.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Dotson called on Ms. Mattea Mitchell. Ms. Mitchell reported PADD has recently completed the annual review and update of the Comprehensive Economic Development Strategy or CEDS Plan. The PADD is required to maintain this document and submit annual updates to the Economic Development Administration. The draft document is currently available for public review on the PADD website. Questions can be directed to Mr. Kyle Rodgers, Community Development Specialist. Prior to submittal to EDA the PADD Board must adopt the document by resolution. The support resolution is found on page 49. Ms. Mitchell asked the Board for a motion of approval for the FY2025 CEDS Update. **Mr. Arthur Boykin made a motion to approve the FY2025 CEDS. Judge Executive Todd Cooper seconded the motion, and it passed unanimously.**

A list of open grant opportunities is included on pages 50-51 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 addition, Alex Caudill with the Governor's Office has provided a list of available funding opportunities from the Kentucky Office of Energy and Environment Cabinet. That list is included on page 52 of your packet.

In the packet is the list of projects in the region submitted to the state clearinghouse in the months of August and September. This is found on pages 53-56 of your board packet.

In conclusion, Ms. Mitchell offered congratulations to Hickman County Fiscal Court on their recent award notice from the Government Resources Accelerating Needed Transformation (GRANT) Program. They are receiving \$84,428 in GRANT Program of 2024 funds to match their pending Community Development Block Grant project involving renovation of their senior citizens center.

Congratulations to Graves County Fiscal Court on their recent award notice from the Government Resources Accelerating Needed Transformation (GRANT) Program. They are receiving \$78,519 in GRANT Program of 2024 funds to match their pending Community Development Block Grant project involving renovation of the Graves County Health Department facility.

Congratulations to the Mayfield Kentucky Industrial Development Authority on their recent award notice from the Economic Development Administration. They are receiving \$2,998,103 in Economic Adjustment Assistance funding to construct a makerspace to provide entrepreneurs and small business owners much needed resources and space to start and grow their business ideas in Graves County, Kentucky. The project will focus on five main areas: metal work, 3D printing, embroidery,

woodworking, and computers/electronics. Once completed, the project will help build reliable access to vital resources to support regional resiliency after future natural disasters and provide long-term sustainable economic growth.

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 for the quarter ending September 30, 2024, there was a total of 1,252,439 pounds distributed through all food programs.

The two USDA programs, TEFAP and CSFP, had 512,363 and 177,437 pounds distributed for the quarter, respectively. CSFP served 2,020 participants each month.

The Feeding America program distributed 396,109 pounds for the quarter. This number includes 364,149 pounds from the Feeding America agency to retail pick-up program this quarter. 31,960 pounds were distributed through the Feeding America Purchase Program for the quarter.

Through Feeding Kentucky, with the F2FB (Farms to Food Banks) & LFPA (Local Food Purchase Assistance) programs, we distributed 152,329 pounds. This was meat, fresh fruits & fresh vegetables.

- 14,201 pounds (from miscellaneous donors direct to pantries) were reported by Calloway, Hickman, Marshall, and McCracken counties.

The Next Commodity and Food Bank Task Force Board Meeting will be on January 28, 2025, at 10:00 a.m., in the Large Conference Room.

2. WATER MANAGEMENT COUNCIL

Chair Dotson called on Mr. Stacey Courtney for the report. Mr. Courtney reported the next Water Management Council meeting will be on Tuesday November 12 at 9:00 a.m. here at the PADD. The Council will review new projects that have been submitted for WRIS and the ranking methodology that will be followed for the 2024 project rankings.

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 90 active loans with a balance of Eleven million, six hundred twelve thousand, three hundred and ninety dollars (\$11,612,390)

The PADD Loan Portfolio can be found on pages 59-60 of your board packet.

Since the last board meeting, the PADD Business Lending Department closed 4 loans. The PADD closed an Economic Development Administration ARPA Revolving Loan Fund loan in the amount of one hundred thousand, eight hundred and fourteen dollars (\$100,814) and an SBA Microloan #4 in the amount of three thousand-five hundred dollars (\$3,500) for Glover Designs, LLC in Paducah and a Economic Development Administration CARES Revolving Loan Fund loan in the amount of fourteen thousand, four hundred fifteen dollars (\$14,415) and an SBA Microloan #4 loan in the

amount of one thousand, one hundred and fifty dollars (\$1,150) for the Center Stage Dance Academy in Paducah.

The PADD Loan Review Committee met on October 16, 2024, and approved 1 new SBA 504 application for a gross debenture of \$94,000 on behalf of Holy Barks, LLC. The funds are to be used for construction of a dog grooming facility located in Cadiz, KY. An outline of the loan proposal can be found on page 61 of your board packet. Mr. Maxwell asked that as this is an SBA 504 request, the PADD Business Lending Department requests action from the board to ratify the Loan Review Committee's approval of the SBA 504 loan in the amount of \$94,000 on behalf of Holy Barks, LLC. **Mr. Arthur Boykin made a motion to approve the ratification of the SBA loan on behalf of Holy Barks, LLC. Judge Kenny Wilson seconded the motion, and it pass unanimously.**

The PADD would like to update the committee on loans in process. As of today, the PADD has closed three SBA 504 loans for Elevated Concrete, Bluegrass Bargain Barn, and Indian Camp Campground. The PADD is currently in process of closing Shed Metalworks and expects that loan to close by the end of November. The SBA loan request for Precision Sonar has been submitted to the SBA and is still in the review process. The PADD still has 2 active applications in process that are still in the underwriting phase. An overview of the PADD's SBA 504 activity can be found on page 62 of your board packet.

Lastly Madame Chair, the PADD would like to report that on October 22nd, PADD participated in a regional entrepreneurial workshop hosted by the SBA's Small Business Development in Paducah, Kentucky.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Dotson called on Ms. Cissy Fox to give the report. Ms. Fox reported in the board packet on page 64 and on the screen is the Labor Market Snapshot detailing unemployment information. As of July 2024, the national unemployment rate was 4.5%, the state rate was 5.3%, and the rate in West Kentucky was 5.6%. In our local workforce area, there were approximately 9,482 individuals unemployed.

The next page includes unemployment information by county for July 2023-July 2024.

Page 66 includes a statewide map detailing unemployment rate by county from July 2024. The last page includes information on additional funding available to our clients through the Putting Young Kentuckians to Work program. This program is designed to assist individuals aged 18-24 in obtaining short-term training in high demand areas in effort to gain employment. For further information please contact Gwen Dean at the Paducah Career Center.

5. HAZARD MITIGATION

No Report.

III. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION

No report.

2. JACKSON PURCHASE LOCAL OFFICIALS' ORGANIZATION

No report. that

IV. EXECUTIVE DIRECTOR ANNOUNCEMENTS

Chair Dotson called on the Executive Director, Mr. Jeremy Buchanan for announcements. Mr. Buchanan stated that the auditors are on track to deliver the FY24 Audit for approval at the December 4, board meeting.

Mr. Buchanan asked if any of the representatives had anything to report or share. Ms. Morgan Alvey reported that Senator McConnell was currently traveling all over the state. Mr. Alex Caudill stated that Governor Beshear would be in Mayfield December 9 – 10 for DRA announcements. Ms. Christina Peterson stated that Senator Rand Paul was also traveling all over the state.

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. **Mr. John Ward made a motion to adjourn. Mr. Pete Galloway seconded the motion, and the motion passed unanimously.**

Chair, Mayor Rita Dotson

Secretary, Mr. Pete Galloway