

## PURCHASE AREA DEVELOPMENT DISTRICT

### BOARD OF DIRECTORS MEETING

July 16, 2018

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The Purchase Area Development District Board of Directors met on Monday, July 16, 2018, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance, asterisk denotes absence:

Ballard  
Judge/Executive Todd Cooper  
Kenneth Rowland, proxy for Mayor George Lane  
Justin Puckett\*

Graves  
Judge/Executive Jesse Perry\*  
Mayor Teresa Rochetti-Cantrell, Chair\*  
Mayor Charles Shelby\*  
Tamie Johnson  
Pete Galloway  
Deric Todd

Calloway  
Judge/Executive Larry Elkins  
Mayor Jack Rose  
Sue Outland  
Brad Davis, proxy for Mark Manning

Hickman  
Judge/Executive Kenny Wilson, Secretary  
Mayor Phyllis Campbell\*  
Judy Stephens  
Howard Dillard

Carlisle  
Judge/Executive Greg Terry, Treasurer\*  
Jenece Gibson, proxy for Nancy Henley  
Bill Fraser

Marshall  
Judge/Executive Kevin Neal  
Mayor Rita Dotson  
John Ward  
Danny Holt\*

Fulton  
Judge/Executive Jim Martin  
Mayor David Prater\*  
Mayor David Lattus\*  
Perry Turner  
Greg Curlin

McCracken  
Judge/Executive Bob Leeper\*  
Josh Sommer, proxy for Mayor Brandi Harless  
Frances Hamilton  
Arthur Boykin, Vice-Chair  
Lee King  
Pam Wright  
Bill Bartleman

#### Guests Present:

Morgan Alvey, Senator McConnell's office  
Martie Wiles, Congressman Comer's office  
Mary Anne Medlock, West Kentucky Workforce  
Rebecca Rittenhouse, Governor Bevin's Office  
Shawn Miller, DLZ

Chris Wooldridge, Murray State University  
Sheila Clark, West KY Workforce Board  
Marta Elliott, USDA  
Nicole Sullivan, First Kentucky Bank  
Gena Sandifer, First Kentucky Bank

## I. CALL TO ORDER

Mr. Arthur Boykin, Vice Chair of the PADD Board of Directors, called the meeting to order at 3 PM and introduced the proxies and guests.

## II. OLD BUSINESS

Vice Chair Boykin asked for approval of the June 18th, 2018, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, and Mr. Pete Galloway seconded, and the motion passed unanimously.**

- A. Next, Vice Chair Boykin called on Mr. Andy Bennett to summarize the Budget-to-Expense Report for the month ending May 2018.

Vice Chair Boykin then called on Judge Executive Larry Elkins for the Nominating Committee report. Judge Elkins reported that the Nominating Committee met on Monday, July 9<sup>th</sup>, and following the guidelines set forth in the PADD Bylaws that call for a meeting to be held prior to the July Board Meeting, to bring forth a slate of officers to be effective August 1<sup>st</sup>. The meeting packet included the PADD Bylaws, current officers, and full board membership. As all the current officers are eligible to serve a second, consecutive one-year term, the Nominating Committee recommended to the PADD Board that the officers remain in office for FY19. That slate of officers are as follows: Mayfield Mayor Teresa Rochetti-Cantrell as Chairperson, McCracken County Citizen Members Arthur Boykin as Vice-Chairperson, Hickman County Judge/Executive Kenny Wilson as Secretary; and, Carlisle County Judge/Executive Greg Terry, as Treasurer. **Judge Elkins made the motion to approve the slate of officers as presented for FY19, Mr. Pete Galloway seconded the motion and with no nominations from the floor it passed unanimously.**

Vice Chair Boykin called on Judge/Executive Kenny Wilson for the PADD Personnel & Finance Committee report. The Committee met on July 16<sup>th</sup>, at 2 pm at the PADD office and reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12-page monthly budget-to-expense report.

Judge Wilson shared that a new member of the Personnel & Finance Committee had been appointed in the month of July. The PADD's Bylaws say membership of this Committee is made up of the 4 officers of the Board and 1 additional member appointed by the Chairman. For many years, this additional member was Joe Bolin, who was our longest serving Board Member. Joe resigned from the Board and Mayor Cantrell replaced him on the Personnel & Finance Committee with Benton Mayor Rita Dotson.

Next, as mentioned last month, the PADD released a Request for Qualifications for legal services. The responses were due on Friday July 13<sup>th</sup>, and we received responses from 2 legal firms, Keuler, Kelly, Hutchins, Blankenship & Sigler and Neely, Brien, Wilson & Toombs. The Personnel & Finance Committee reviewed and ranked these proposals and, based on these evaluations, **Judge Wilson made the motion that the Board retain**

**Keuler, Kelly, Hutchins, Blankenship & Sigler as the Purchase Area Development Districts legal counsel, Mr. Bill Fraser seconded the motion and it passed unanimously.**

Contracts received this month were found on pages 9-10 of the handout packet. He also pointed out that on page 11, the copy of the cover letter the PADD Board asked Ms. Walker to send to the Department for Aging & Independent Living (DAIL) to address our concerns with the aging contracts that the PADD Board voted for her to sign in June. In addition to these contracts, the Personnel & Finance Committee also approved for the Executive Director to enter into a temporary, contractual arrangement with the Pennyriple ADD for a Community Development Block Grant (CDBG) Certified Administrator until the Department for Local Government holds the next Certified Administrators' Training, scheduled in October. Due to staff turnover, the 2 staff certified no longer are PADD employees; at this point, we plan for 3 staff to attend and become Certified CDBG Administrators this fall. The contracts listed in the packet were all continuation contracts.

Next, Judge Wilson asked the Board to look on pages 12 through 33 of the packet for the legal complaint filed on behalf of the KY Council of ADDs, and the Purchase ADD specifically, by Luke Morgan of MML&K, against the Department for Local Government (DLG), regarding the FY18 JFA budget cut received in May. The PADD was joined in this suit by 6 other ADDs – Pennyriple, Barren River, Lincoln Trail, KIPDA, Northern Kentucky, and Bluegrass. The complaint was filed on Thursday, June 28<sup>th</sup>, and Jennifer e-mailed us the first press item about it. At this point, we have no further updates; and the PADD has not received an FY19 JFA contract yet.

In conclusion, Judge Wilson shared that the Personnel and Finance Committee had received no Code of Ethics Violations to report.

### III. NEW BUSINESS

#### A. STANDING COMMITTEE

##### 1. COMMODITY AND FOOD BANK TASK FORCE

Vice-Chair Boykin called on Ms. Frances Hamilton, Commodity and Food Bank Task Force Chair, for the Commodity and Food Bank Task Force Report. Ms. Hamilton shared information about the back-pack program and then introduced Ms. Nicole Sullivan from First Kentucky Bank which presented the PADD with a check in the amount of \$10,000 for the Feeding America Backpack Program.

##### 2. AGING COMMITTEE

Vice Chair Boykin called on Ms. Lee King, the Aging Committee Chairperson, to give the Aging Committee Report. Ms. King began the report by sharing that one item on the agenda needed action. The extension of the Title III E, Family Caregiver Provider Memorandum of Agreement with West Kentucky Allied Services for FY19. The Request for Qualifications allows for the extension of the current MOA for one subsequent fiscal year, FY19. **Ms. King moved that based on the recommendation of the Aging Committee to approve the MOA with West Kentucky Allied Services as the Title III E Caregiver Services provider, be**

**approved for extension of one additional year, Mayor Rita Dotson seconded the motion and it passed with on abstain from Judge Todd Cooper.**

Ms. King called on Ms. Walker for updates on aging the contracts and budgets. Budget allocations were received and from last year an increase in federal funds of \$82, 802 and state funds were decreased by \$235,169, with the decrease in state funds we are unable to match the federal funds for aging programs. In the past all cuts had been made without impacting services, but with the decrease in state funds more decisions will have to be made on cuts. All budgets are due by August 1<sup>st</sup>, with \$417,000 less in aging services.

Next, Ms. King announced that the Project Review Committee was scheduled to meet on Thursday, August 9<sup>th</sup> at 10 a.m. at the PADD office, and the Aging Committee is scheduled to meeting on Wednesday, August 15<sup>th</sup> at 9:30 a.m. at the PADD office.

In conclusion, Ms. King reported that the handout packet included the detailed Aging and Independent Living reports, including the monthly Payment Report to each Subcontractor. All questions were directed to Ann Ponder Simpson.

3. REGIONAL TRANSPORTATION COMMITTEE

Vice Chair Boykin called on Judge Kenny Wilson to give the Regional Transportation Committee's report. Judge Wilson shared that Secretary Greg Thomas appointed Amanda Ratliff Spencer to Executive Director for the Division of Planning. Ms. Spencer replaces Mr. John Moore who was recent appointed the Assistant State Highway Engineer of Project Development.

Next, Judge Wilson shared that since the June PADD Board meeting, PADD staff had been assisting the Cabinet's Division of Planning with the Paducah Small Urban Area Study. PADD Staff prepared the socioeconomic report for the study and assisted the project consultant with coordination efforts in stakeholder and local official involvement. Also, PADD Staff has been selected by the Cabinet's Division of Planning to participate in a statewide workgroup that will review and provide input on the Strategic Highway Investment Formula for Tomorrow (SHIFT) prioritization process for selecting projects in the next Highway Plan.

4. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Vice Chair Boykin called on Mr. Mark Davis for the Community and Economic Development Committee report. Mr. Davis began by announcing of a Community Development Block Grant (CDBG) training on October 16-19, 2018 in Frankfort. All questions were direct to Ms. Jessica Razor at the Department for Local Government.

Next, Mr. Davis shared a notice for the Linking Agriculture for Networking Development (LAND) forum scheduled for August 2, 2018 at Murray State University' CSFB Center. This forum is being sponsored by the Kentucky Department of Agriculture, Kentucky Association of Manufacturers and the Purchase ADD and seeks to link agriculture and the manufacturing industry sectors in an effort to boost sales, create jobs and increase farm income. For further information contact the PADD office.

Mr. Davis concluded the report with information in the handout packet including a listing of projects in the region that were submitted to the state clearinghouse in June.

## B. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS

### 1. WATER MANAGEMENT COUNCIL

Vice Chair Boykin called on Judge Executive Larry Elkins, Water Management Council Chair, for the Water Management Council report. Judge Elkins began by sharing that PADD Staff is in the process of GPS data collection for several water and sewer systems within Graves County. He also shared that the PADD staff are currently waiting on the KIA contract for this fiscal year. The PADD is expecting no change with regards to all mapping and administration for FY19.

In conclusion, Judge Elkins shared that the Water Management Council approved 2 new projects and amended 2 current projects at the July 10<sup>th</sup> meeting.

### 2. BUSINESS LENDING REPORT

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Vice Chair Boykin called on Mr. Mike Maxwell for the Business Lending Report. Mr. Mr. Maxwell shared that Loan Review Committee did not have any loans to review for June. The business lending team did close one Economic Development Administration-Revolving Loan Fund (EDA-RLF) loan for \$165,000. This loan is expected to provide 7-10 new jobs. All three of the remaining loan approvals from the May 17<sup>th</sup> Loan Review Committee are in the final stages of closing. The business lending team has received one new Small Business Administration 504 application for a \$1.2 million-dollar project. This request is for a company out of Florida that is looking to purchase a warehouse in Nicholasville, Kentucky. The business lending team is still working to gather all the financial documentation for the application and is expected to make a recommendation to the Loan Review Committee in July. In addition, the business lending team is working on 2 new Small Business Administration 504 applications with commercial lenders in Murray and Mayfield. The business lending team also received 2 Economic Development Administration-Revolving Loan Fund business applications. These loan applications are still in the early stages of underwriting. Mike Maxwell, the business lending specialist attended mandatory Small Business Administration Microloan training on June 24<sup>th</sup>-27<sup>th</sup>. This training focused on providing technical assistance to the Purchase Area Development District's existing microloan fund.

### 3. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Vice Chair Boykin called on Ms. Dee Taylor for the Workforce Innovation and Opportunity report. Ms. Taylor shared that as reported in June the Kentucky Health Medical Waiver program did not begin on July 1 as planned. This is due to a federal legal decision. Kentucky Career Centers staff was provided information to share with customers inquiring about KY Health Path Community Engagement. A summary of activities for the Career Centers for the month of June was reported in the hand out packet. PADD Staff provided services to 2,944 job seekers, 416 job seekers were referred for employment and 204 received job offers.

In conclusion, Ms. Taylor shared information about the RH Resolute Distillery hiring event Tuesday, July 17<sup>th</sup> from 10 a.m. to 2 p.m. at the Fulton County Office Building in the City of Hickman.

4. HUMAN SERVICES - No Report
5. REGIONAL HAZARD MITIGATION COMMITTEE

Vice Chair Boykin called on Mr. Mark Davis for the Hazard Mitigation Report. Mr. Davis reported that on July 5, 2018 PADD staff exchanged a series of emails with Nick Grinstead from the University of Kentucky Hazard Mitigation Grants Program Office. Mr. Grinstead reported that the 2018 Purchase Hazard Mitigation Plan Update is still under review by FEMA. Mr. Grinstead did ask the PADD to initiate the process to request an extension of the period of performance for Hazard Mitigation Plan Update activities. PADD Staff has initiated this process, requesting an additional 180 days to complete the update.

D. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION - No Report
2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION No Report

E. ANNOUNCEMENTS

Vice Chair Boykin called on Ms. Jennifer Beck Walker, Executive Director, for announcements. Ms. Walker shared that at the ADD Directors monthly meeting they had met with Commissioner Shannon Gadd, Commissioner of the Department for Aging and Independent Living and with Melody Nall with CEDIK at the University of Kentucky. Ms. Walker also noted that the Mayors group would be meeting in Barlow on Wednesday, July 25<sup>th</sup>, at 11:30a.m.. She also shared that Bill Bartleman would be graduating from the Delta Leadership Institute on Friday in Paducah. Mr. Brad Davis, with the Murray Calloway County Economic Development Corporation invited the PADD Board and guests to the groundbreaking for the DAE-IL Corporation, located at the Murray-West Industrial Park on Monday, July 23<sup>rd</sup> at 2 p.m.

IV. ADJOURNMENT

**Judge Kenny Wilson moved to adjourn, Mr. Greg Curlin seconded the motion, and the motion passed unanimously.**

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Chair, Mayor Teresa Rochetti-Cantrell

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Secretary, Judge/Executive Kenny Wilson