

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

October 16, 2017

The Purchase Area Development District Board of Directors met on Monday, October 16, 2017, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance, asterisk denotes absence:

Ballard
Angela VanCleve, proxy for Judge/Executive Todd
Cooper
Kenneth Rowland, proxy for Mayor George Lane
Clyde Elrod*

Graves
Judge/Executive Jesse Perry*

Mayor Teresa Rochetti-Cantrell, Chair
Mayor Charles Shelby*
Tamie Johnson
Pete Galloway
George Hurd*

Calloway
Bill Marcum, proxy for Judge/Executive Larry Elkins
Mayor Jack Rose
Joe Bolin*
Sue Outland
Mark Manning

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

Carlisle
Judge/Executive Greg Terry, Treasurer
Nancy Henley
Bill Fraser

Marshall
Judge/Executive Kevin Neal*
Mayor Rita Dotson*
John Ward
Brad Warning*

Fulton
Judge/Executive Jim Martin
Cubb Stokes, proxy for Mayor David Prater
Mayor David Lattus*
Chris Rodgers*
Perry Turner

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

Guests Present:

Marti Wiles, Representative James Comer's office
Morgan Alvey, Senator McConnell's office
Shawn Miller, DLZ
Marta Elliott, USDA
Don Costello, Mayfield Housing Authority

I. CALL TO ORDER

Mayfield Mayor Teresa Rochetti-Cantrell, Chair of the PADD Board of Directors, called the meeting to order at 3 PM and introduced the proxies and guests.

II. OLD BUSINESS

- A. Chair Cantrell asked for approval of the September 18, 2017, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Mr. Pete Galloway seconded and the motion passed unanimously.**
- B. Next, Chair Cantrell called on Mr. Andy Bennett who summarized the Budget-to-Expense Report for the month ending August 2017.
- C. Chair Cantrell called on Mr. Arthur Boykin, Secretary of the Personnel and Finance Committee, for his report. Mr. Boykin reported that the committee met at 2 PM on October 16th and reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12-page monthly budget-to-expense report.

The Committee also reviewed two contracts that the Executive Director had signed since the September 18th meeting. Mr. Boykin called on Ms. Ann Simpson to explain the two contracts for the month's review. Ms. Simpson explained the first contract was a FY18 MIPPA (Medicare Improvements for Patients and Providers Act) funded by the Cabinet for Health and Family Services, Department for Aging and Independent Living in the amount of \$37,286 with operating dates of September 30, 2017 to June 30, 2018. Next, Ms. Simpson explained the FY 18 NSIP (Nutrition Services Incentive Program) also funded by the Cabinet for Health and Family Services, Department for Aging and Independent Living in the amount of \$130,831 with operating dates of October 1, 2017 to June 30, 2018.

In conclusion, Mr. Boykin shared that the Committee reviewed and accepted the state health insurance premiums for 2018. All plans have an approximate 3% employee increase.

III. NEW BUSINESS

A. Guest Speaker

Chair Cantrell introduced the guest speaker, Mr. Michael Browder, Sr., the Kentucky Field Director for the US Department for Housing and Urban Development. Mr. Browder is responsible for overseeing the effective delivery of HUD Programs and services to communities and individuals. His career combines a unique blend of public and private service in leadership. He has worked for a public housing agency in Georgia, as the former executive for a tribally-designated housing entity in Alaska, founded his own development company that specialized in the economics of real estate and property management, directed the asset portfolio for multi-family housing, and was a Vice President for Bank of America Community Development Banking. Mr. Browder shared information about HUD and the extra help and services that are available to residents.

B. STANDING COMMITTEES

1. AGING COMMITTEE

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson to give the committee report. She reported that the number of clients for the Title III National Family Caregiver Program had grown, therefore it was time to post a Request for Qualifications to assist with program services. She explained that on October 11, 2017 the Aging Committee met to review the proposal that was received. After a discussion, the group reviewed and scored the submission. **Ms. King moved that based on the review and approval of the Aging Committee, that the Board approve the PADD staff to enter into a Memorandum of Agreement effective November 1, 2017 with the West Kentucky Allied Services (WKAS) at negotiated unit rates per services equivalent to their current Homecare unit rates, Judge Greg Terry seconded the motion and it passed unanimously.**

Next, Ms. King called on Jennifer Beck Walker, Executive Director to share news from the Department for Aging & Independent Living. Walker shared that the DAIL is requiring all Area Development District board members receive training. The PADD responded with that all its members has already provided member training, but the Cabinet remained firm in its decision to provide, at no cost to the Area Development Districts, training for board members. The training will be submitted to the Kentucky League of Cities, as well as the Department for Local Governments, for recognized credit. The training will occur at the Purchase Area Development District on Friday, December 1st from 9:00 am to noon.

Ms. Walker then shared that the Department of Aging and Independent Living announced that no new clients can be added to the Kentucky Homecare Program. The PADD currently serves 171 clients and there are 292 individuals on the waiting list.

In conclusion, Ms. Walker shared that the Department of Aging and Independent Living reallocated funding from its aging budget, \$15,000 to administer the upcoming Area Development District board member training efforts and an additional \$200,000 dollars to contract with the United Way Bluegrass to implement the state coverage of 2-1-1 number for information and referrals. At this current time, the Purchase Region have not received a call from 2-1-1.

Ms. King shared the unduplicated number of clients served by the PADD's subcontracted partner agencies, the Senior Citizens Centers, West Kentucky Allied Services, and Kentucky Legal Aid.

Ms. King reported that it was Medicare Open Enrollment time again. A flyer is available throughout the community asking "Does Your Medicare Part D Plan Still Work for You". It includes a listing of Open Enrollment Events scheduled. Everyone is welcome to visit one of the events or call the PADD to schedule an appointment.

PADD staff will soon be releasing a survey measuring the need for aging services from the Constant Contact account. Information collected will be used to write the upcoming Area Plan for Aging and Independent Living Services due in February.

In conclusion, Ms. King shared that all Area Agency on Aging and Independent Living program activity reports are located on the PADD's website.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Cantrell called on Mr. Stacey Courtney for the Regional Transportation report. Mr. Courtney shared that the Purchase Area Development District Regional Transportation Committee was currently reviewing the committee goals and objectives for updates or other changes as required by the Kentucky Transportation Cabinet. The current goals and objectives were included in the online Board packet. Mr. Courtney asked everyone to please review at their convenience, and all comments or suggestions please forward to Stacey Courtney by October 31, 2017.

Next, Mr. Courtney reported that the RiverPort Director, Mr. Bill Miller, solicited a letter of support for the Paducah-McCracken County Riverport Authority's Transportation Investment Generating Economic grant request. If the \$12.7 million grant is awarded, the port plans to develop a container and general cargo trans-loading yard on nine acres of port property. A copy of the PADD support letter was included in the online packet.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Brad Davis for the Community and Economic Development Committee report.

Mr. Davis began his report with Consideration of Requests for Area Development Funds (ADF). The Ballard County Fiscal Court requested Area Development Funds in the amount of \$2,209.94 to purchase 18 new chairs for the Fiscal Courtroom. The county recently started alternating the meetings each month between morning and evening to accommodate the public. As a result more people are attending the meetings making chairs a need. Mr. **Bill Fraser made the motion to approve the ADF funds of \$2,209.94 to Ballard County Fiscal Court, Judge/Executive Greg Terry seconded the motion and it passed unanimously.**

Next, Mr. Davis reported that the City of Bardwell requested Area Development Funds in the amount of \$1,244 to aid in the purchase of a compressorator which will be used as an air compressor and a generator on city work sites. The unit cost approximately \$2,894.98. The city will be responsible for any additional funds need to implement the project. **Judge/Executive Greg Terry made a motion to approve the ADF funds for the City of Bardwell in the amount of \$1,244, Ms. Nancy Henley seconded the motion and it passed unanimously.**

Mr. Davis continued to report that Delta Regional Authority announced 2017 States' Economic Development Assistance Program Awards. Paducah Riverport Cargo Yard Improvement were awarded \$307,000 with a total invest of \$427,000. This investment will pave the cargo yard to ensure safe transit for existing and increased truck traffic at the facility and support container-on-barge operations. The project will increase the economic viability of the community and region by enhancing the riverport's ability to serve a larger variety of customers and help attract new industry. The second award was given to the City of Hickman, Wastewater Infrastructure Improvements. DRA invested \$400,000 with a total investment of \$1,600,000. DRA's investment will support the city's malfunctioning wastewater plant, allowing it to better serve residents and businesses.

Mr. Davis reported on more grant awards. The Kentucky Office of Homeland Security recently announced funding under the Homeland Security Grant Program. Six local governments in our region received funding totaling \$109,100. Calloway County, infrastructure equipment in the amount of \$33,000, Fulton County Mobile Communications \$11,000.00, Ballard County Physical Security \$3,900, Carlisle County PPE \$12,600, City of Benton PPE \$18,600, and Marshall County Search and Rescue \$30,000.

Next, Mr. Davis shared that the PADD is having to rewrite the Economic Development Strategy with a SWAT analogy. A recent survey was distributed instead of holding 8 meeting in the region. He shared a few results from the survey and the #1 Regional Strength- the region has a strong network of transportation services that include highways, interstates, riverports, airports, and Class 1 and Class 2 rail services. # 1 Regional weakness-the region's labor force is declining and has a low labor participation rate among working age adults. # 1 Regional Opportunity- the region will benefit with increased freight traffic due to the completion of I-69, the Twin Lakes Bridges, and the Kentucky Dam Lock expansion. #1 Regional Threat- the region struggles to attract businesses that pay a living wage.

In conclusion, Mr. Davis shared that the listing of projects in the region that were submitted to the state clearinghouse in September were included in the hand-out packet.

C. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS.

1. COMMODITY AND FOOD BANK TASK FORCE

Chair Cantrell called on Mr. Brad Davis for the Commodity and Food Bank report. Mr. Davis reminded the Board of Commonwealth Bowl that was official started on Monday, October 16th. Chair Cantrell challenged each magistrate, commissioner, and council member, in the Purchase Region, to bring canned goods to their October local government meeting. Mr. Davis then asked Ms. Walker to help with a presentation from the floor. Mr. Tim Burkeen, an employee from Atmos Energy Company presented the Chair and Board with a \$500.00 donation to the Commonwealth Bowl, Mr. Burkeen stated that the company was happy to support the communities and this effort to help feed the region.

2. WATER MANAGEMENT COUNCIL

Chair Cantrell called on Mr. James Smith for the Water Management report. Mr. James shared that PADD staff is working with the Kentucky Infrastructure Authority to help systems with the 2019 State Revolving Fund (SRF) Call for Projects and this will be open until mid-December. Any system looking to borrow SRF funds should contact Mr. James Smith at the PADD office as soon as possible. More information was included in the online packet.

Next, Mr. Smith reported that PADD staff are beginning to schedule the county project ranking meetings for water and wastewater utilities. These rankings allow systems to continue to outline what projects are needed to continue service. These rankings are used as a means for systems to conduct a long-term planning and prepare for the future of their systems.

In conclusion, Mr. Smith shared that a training opportunity is available through Western Kentucky Water and Wastewater Operators Association, they are offering six (6) board approved continuing education units at no cost to members.

3. BUSINESS LENDING REPORT

Chair Cantrell called on Mr. Arthur Boykin, Business Lending Chair for the report. Mr. Boykin called on Mr. Brad Davis. Mr. Davis shared that a Loan Review Committee meeting had been scheduled for Wednesday, October 18th at 9 AM located at the PADD office.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Ms. Mary Anne Medlock for Workforce Innovation and Opportunity report. Ms. Medlock reported that the next West Kentucky Workforce Board will be Thursday, October 19th at Lake Barkley State Resort Park. Among the topics to be discussed will be the Medicaid Waiver Community Engagement, Election of Officers, and information on the release of the Request for Proposal for Career Direct Services.

Next, Ms. Medlock shared upcoming events with a Rapid Response for the 200 individuals being laid off from Fluor/LSRS. In addition to the rapid response, the company is allowing employers with open position to participate in a job fair. In October, the West Kentucky Reentry Counsel is sponsoring a job and resource fair for those who have a felony on their record. Multiple vendors will be set up with various resources and employers have agreed to consider anyone regardless of their criminal record. This event will take place at the Kentucky Career Center in Paducah. On Tuesday, October 24th, Genova Products in Paducah will be recruiting employees for their expansion production line.

In conclusion, Ms. Medlock shared that since the beginning of the fiscal year in July, 171 individuals have received \$1 million in tuition assistance for postsecondary

training. These individuals were primarily dislocated workers affected by recent closures.

5. HUMAN SERVICES - No Report

6. REGIONAL HAZARD MITIGATION COMMITTEE

Chair Cantrell called on Mr. Mark Davis for the Regional Hazard Mitigation Report. He provided a status update on the efforts to update the region's Hazard Mitigation Plan. The first draft of each county chapter is complete. Staff is in the process of distributing chapters to local emergency management personnel. Staff have also forwarded drafts to UK-HMPG for review, as they are FEMA's contracted review entity in the state. Once UK-HMPG completes their review and suggested changes are made, the update will be submitted to FEMA Region IV.

Davis explained that the next step is to compile the local level data into a regional summary. This component will be completed in November. Furthermore, it is anticipated that the update completed and approved in January 2018.

E. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION

Chair Cantrell called on Mr. John Ward, Chairman of the Purchase Area Housing Committee. He shared that the corporation is divesting its remaining properties. Currently, there is one five-unit apartment complex in Calvert City; one home located at 104 Spruce Street in Mayfield; and two homes located at 204 and 206 Barnett Street in Hazel. Staff has talked with a couple of developers, but so far have not had any potential offers. If you know of anyone please have them contact Mr. Brad Davis at the PADD office.

2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION –No Report

F. ANNOUNCEMENTS

Chair Cantrell called on Ms. Jennifer Beck Walker, PADD Executive Director, for announcements. Ms. Walker announced a Foundation for a Healthy Kentucky Workshop on Medial Relations being held on Friday, October 20 from 1-3 at the PADD office and said 1.75 local elected official training hours would be available.

Next, Ms. Walker announced that the Mayor's PALS group would be meeting with Mayor Rita Dotson at Benton City Hall at 2 pm on October 17th. All Mayors were invited to attend.

Ms. Walker concluded her announcements by stating that the next Board of Directors' meeting was scheduled for Monday, November 20th, at 3pm

IV. ADJOURNMENT

Mr. Pete Galloway moved to adjourn, Mr. Bill Bartleman seconded the motion and the motion passed unanimously.

Chair, Mayor Teresa Rochetti-Cantrell

Secretary, Judge/Executive Kenny Wilson