

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

January 22, 2018

The Purchase Area Development District Board of Directors met on Monday, January 22, 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

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

Calloway
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

Jimmy Henley, proxy for Nancy Henley
Bill Fraser

Marshall
Scott Brown, proxy for Judge/Executive Kevin Neal
Mayor Rita Dotson*
John Ward*
Brad Warning*

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
Dee Felts, proxy for Frances Hamilton
Arthur Boykin, Vice-Chair
Lee King
Pam Wright
Bill Bartleman

Guests Present:
Shawn Miller, DLZ
Rebecca Rittenhouse, Governor Matt Bevin office
Bill Marcum, Calloway County

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 December 18, 2017, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Mayor Jack Rose 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 November 2017.

Chair Cantrell introduced Mr. Greg Curlin as a new PADD Board member, an appointment by Fulton County Judge/Executive Jim Martin.

Chair Cantrell called on Mr. Arthur Boykin, Secretary of the Personnel and Finance Committee, for his report. Mr. Boykin began his report by stating that the Personnel & Finance Committee met at 2:00 p.m. on Monday, January 22nd for the monthly meeting. The committee reviewed the executive director's monthly travel voucher and timesheet, the office credit card bill, and the twelve page monthly budget-to-expense report.

Next, the committee received correspondence from the Economic Development Administration regarding Acknowledgment of the PADD's FY17 Indirect Cost Rate and then they reviewed and approved the FY18 Cost Allocation Plan that must be submitted to the Department for Local Government. The Committee also reviewed correspondence from the KY Legislative Research Commission (LRC) confirming receipt of the ADD Report that each board member received via e-mail at the end of December 2017, as a result of HB189, this report now must be submitted annually to LRC and the Area Development District Boards. Mr. Boykin shared that the ADD's dental insurance rates for FY18 were received and did **not** increase this year.

Next, Mr. Boykin shared that a "PADD Code of Ethics" report was placed on the agenda this month and will remain on the agenda. Each Board member was provided with copies of the PADD's Code of Ethics and Conflict of Interest Policies that were updated and approved at the December 2017 Board meeting. This new agenda item has come about through HB189, which added a section to KY Revised Statute 147A.116, which was included in the packet on page 10. Mr. Boykin called on Ms. Jennifer Beck Walker to share about this new board meeting reporting requirement.

Ms. Walker shared that each Board Member was provided with 2 handouts regarding the PADD's Code of Ethics and Conflicts of Interest Polices. Both these policies were reviewed in the December 2017 Board meeting when the PADD Board approved the updated PADD Personnel Policies. All present board members were asked to sign off that they had received and read these policies. Additionally, KRS 147A.116, was addressed on page 10 of the packet, requiring a monthly reporting to the Board regarding any reported concerns or alleged violations. Ms Walker shared that this will be a regular part of the

monthly Personnel & Finance Committee Report during future Board meetings and Mr. Boykin affirmed that this month, there had been no such reports made. There being no questions, Ms. Walker turned the meeting back to Mr. Boykin.

Mr. Boykin shared that there were 6 contract modifications this month from the Cabinet for Health & Family Services, Department for Aging & Independent Living (DAIL), a listing of which were found on page 9 of the packet. The PADD received the KY Infrastructure Contract (KIA), with a 17% cut. Mr. Boykin called on Jennifer again to give an update on the cuts being instituted by the Department for Local Government (DLG) to KIA and the Joint Funding Administration (JFA).

Ms. Walker referred to page 11 of the handout packet with a summary of what was being addressed during the meeting. In December, the ADD Directors were told that due to budget cuts, DLG would be cutting \$777,675.03 from the statewide JFA, which is the funding for the core services the ADDs provide to local governments. In January, Ms. Walker explained that the ADDs learned that all unmatched state funds in the JFA would be removed, which accounts for \$867,900.02 statewide, providing for a \$52,697.95 or 31% cut to the PADD's JFA budget. Ms. Walker reminded the Board that state funds match federal Economic Development Administration (EDA) funds and Community Development Block Grant (CDBG) funds and unmatched state funds were available to charge staff time to for other services provided at the request of local governments. Ms. Walker further explained that the greatest amount of state funds are used to match Appalachian Regional Commission (ARC) funds and therefore are not available to the 6 non-ARC ADDs in the western and northern parts of the state. Ms. Walker brought the group's attention to the fact that DLG's budget cut from Governor's Executive Order 18-01 was \$804,500, meaning that 108% of DLG's cut was taken out of the JFA. As of December 31st, the PADD already had spent 75% of the new amended JFA allocation.

Ms Walker went on to state that in KIA, the ADDs have received a 17% cut, which means \$13,767 to the Purchase. Again, she brought the group's attention to the fact that Governor's Executive Order 18-01 calls for a \$62,300 cut from KIA's budget. The statewide cut to the ADDs Water and Wastewater Planning Program was \$208,714, more than 3 times the cut KIA is required to make.

As the JFA is a legislative appropriation, Ms. Walker stated she will be communicating with our state legislators to ask them for their assistance. Ms. Walker also asked the Board to share with their legislators how these cuts negatively impact services to local governments.

III. NEW BUSINESS

A. Guest Speaker

Chair Cantrell introduced Mr. Russ Salsman from Cornerstone Strategies. Mr. Salsman spent over 25 years as chief operating officer in several governmental agencies. He was Deputy Chief of Staff for Governor Brereton Jones, Chief of Staff for the Jefferson Circuit Court Clerk's Office and Executive Director of Employment

and Training. Mr. Salsman served 8 years as Chief of Staff to the Department for Local Government. In this role he built and maintained strong relationships with Kentucky County Judge/Executives, Mayors, and local and state officials. He also worked in legislative affairs, particularly on those bills that affect local communities. Mr. Salsman has been heavily involved in numerous local funding initiatives and has successfully worked to secure multiple funding sources for numerous local initiatives. He now is working with Cornerstone Strategies and presented to the Board and guest about the “last mile” broadband needs in the Commonwealth.

Mr. Salsman gave an overview of the company’s efforts to work with local elected official to serve their communities with broadband. He shared that they will meet with service providers to help communicate with Local Elected Officials to reach out to each home in the counties and cities.

B. STANDING COMMITTEE

1. AGING COMMITTEE

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson to give the Aging Committee report. Ms. King began with a consideration of an action item. Due to the inclement weather and office closure, the Bidders Conference for the Aging Program Request for Proposals was cancelled. Ms. King referred to page 12-14 of the handout packet a proposed adjusted timeline. It moved the deadlines as part of the process forward by a week or so. **Ms. King motioned for approval of the new Prosed Adjusted Request for Proposal Timeline, pending approval of the Department for Aging and Independent Living, Judge Todd Cooper seconded the motion and it passed unanimously.**

Next, Ms. King reported the number of unduplicated number of persons served directly through the programs administered in-house by PADD staff during the month of November. She also reported the number of unduplicated number of persons served through the subcontracted agencies for the month of November. These included the Senior Center, West Kentucky Allied Services and Legal Aid.

In conclusion, Ms. King referred to the handout packet for the Aging and Independent Living reports and the Payment Reports for each Subcontractors for July through November. These reports included monthly payments to each subcontractor, the percentage of allocation spent July thru November, and the target percentage at which to be spend by November of 2017.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Cantrell called on Judge Kenny Wilson, Chairman of the Regional Transportation committee’s report. Judge Wilson shared the Kentucky Transportation Cabinet’s Office of Transportation and Delivery are accepting applications for funding under the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This program provides reimbursement funding with 80% federal and 10% state dollars. A 10% local match is required. PADD has notified all eligible agencies

in the region. A listing of the agencies was included in the packet on page 36. All applications should be submitted to PADD by March 2nd, 2018.

Next, Mr. Wilson shared that the Fulton County Transit Authority, Paducah Area Transit and Murray-Calloway County Transit Authority are holding a joint public meeting to identify unmet public transportation needs in the region. The meeting is scheduled to meet on Thursday, February 22nd, at noon in the Purchase Area Development District large conference room. A link was shared for all interested parties to complete in order to assist in documenting the transportation needs.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Brad Davis for the Community and Economic Development Committee report. Mr. Davis began the report by sharing that the Department for Local Government announced the county budget workshops for 2018. One is scheduled at the Purchase Area Development District office on Thursday, February 22nd from 9 AM to noon. All locations were available in the handout packet.

Next, Mr. Davis reported that the Assistance to Firefighters Grant Program had opened a new application period. Applications will be accepted until Friday, February 2, 2018 at 5:00 PM Eastern. Mr. Davis encouraged the information to be forwarded to the local fire department in need of equipment or vehicles.

Mr. Davis then shared that the Department for Local Government announced that the 2018 Recreational Trails Program are accepting application and are due on April 30, 2018. Communities can apply for up to \$100,000. It is also a reimbursement program and requires a dollar for dollar match. The funds can be utilized for both motorized and non-motorized trails. The application is available on the DLG website.

He continued and shared another fund program that was available. The Department for Local Government had reported on its website that next application cycle for the Land and Water Conservation Fund Program would be available for download in December 2018, and the deadline is April 30, 2019.

Mr. Davis shared that the Area Development Funds (ADF) have been reduced in the State Budget Reduction measures. The PADD received information on the ADF funds that are available and he would be sending out further information to the cities and counties as soon possible. Mr. Davis also shared that during the State of Commonwealth address, the Governor identified ADF as one of the programs that will not receive funding in the budget he presents to the General Assembly. He also noted that the budget process is very fluid with potential revisions offered in by both chambers, a conference committee, and the Governor's veto.

In conclusion, Mr. Davis shared that the listing of projects in the region that were submitted to the state clearinghouse in December 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. Davis for the Commodity and Food Bank Task Force report. Mr. Davis shared the distribution poundage and number served for all programs. Commodity and Supplemental Food Program disbursed 153,041 pounds of commodities in the 2nd quarter of fiscal year 2018 to approximately 1,696 seniors in the 8 counties of the Purchase. The Emergency Food Assistance Program disbursed 218,224 pounds of commodities to an average of 2,507 households and served an average of 1,928 meals through one soup kitchen. The Food Bank Program disbursed 246,326 pounds and includes 29 food pantries and 4 soup kitchens. All three programs had a total of 620,591 pounds distributed in the 2nd quarter. The Feeding America backpack program is currently serving 329 children in 14 Purchase area schools.

2. WATER MANAGEMENT COUNCIL No Report

3. BUSINESS LENDING REPORT

Chair Cantrell called on Mr. Arthur Boykin for the Business Lending Report. Mr. Boykin reminded the PADD board that the PADD bought the former Clark's Feed building in Mayfield, as part of the foreclosure process. The PADD had made a loan to a business on the property which went bankrupt in 2016. In November, the PADD advertised for bids to sell the building. The bids were open at the December 21st Loan Review Committee meeting. The high bid received was for \$18,000. After consideration by the committee the bid was accepted. PADD staff is in the process of completing the sale. Mr. Boykin shared that this will not recover all the PADD's investment in the project, but will help minimize the loss. PADD is also receiving payments on the loan from the bankruptcy court.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Ms. Trisha Vowell for the Workforce Innovation and Opportunity Report. Ms. Vowell reported that the West Kentucky Workforce Board meeting was scheduled for Tuesday, January 23, 2018 at 10 AM at the Lake Barkley State Resort Convention Center in Cadiz. Ms. Vowell referred to page 43 of the hand out packet that since the beginning of the fiscal year in July, 192 individuals have received nearly \$1.1 million in tuition assistance for postsecondary training. These individuals were primarily dislocated workers affected by recent closures.

Ms. Vowell shared that information regarding the Supplemental Nutrition Assistance Program (SNAP) Employment and Training E & T were included in the packet. SNAP and E&T program helps individuals receiving SNAP benefits obtain employment through participation in job search, training, education or other work activities that promotes self-sufficiency. Calloway County SNAP- E&T recipients started receiving services in January from the Kentucky Career Centers staff. The other counties in our region will come on board February 1, 2018.

5. HUMAN SERVICES - No Report

6. REGIONAL HAZARD MITIGATION COMMITTEE

Chair Cantrell called on Mr. Mark Davis for the Regional Hazard Mitigation Report. The Purchase Area Hazard Mitigation Plan update had been submitted for review by University of Kentucky – Hazard Mitigation Grant Program (UK-HMGP) staff. Mr. Davis received call late Friday, January 19th, and the reviewer reported that the Risk Assessment portion would need a few tweaks but nothing major. They did ask that we add some project detail in the Mitigation strategies section. There have been no written comments to this point however PADD staff had already started preparing a response to these comments.

When the UK-HMGP staff review is complete FEMA will have an additional 45 days to review the plan. As noted in earlier reports, draft plan components were forwarded to UK-HMGP staff as they were completed so we hope this expedites the review process. Based on email communications were anticipate plan approval in early 2018.

D. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

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

E. ANNOUNCEMENTS

Chair Cantrell called on Ms. Jenifer Beck Walker for announcements. Ms. Walker announced two upcoming events in February, both in Frankfort. February 8th is West Kentucky Thank You Night at the Capital Plaza Hotel and then on February 15th, the Kentucky Council of Area Development District (KCADD) will be hosting their Legislative Breakfast at the Capital Annex Cafeteria from 7:00am until 8:30am. Immediately following the breakfast, the KCADD Business meeting is scheduled in room 154 of the Capital Annex.

IV. ADJOURNMENT

Mr. Pete Galloway moved to adjourn, Judge/Executive Larry Elkins seconded the motion and the motion passed unanimously.

Chair, Mayor Teresa Rochetti-Cantrell

Secretary, Judge/Executive Kenny Wilson