GATEWAY
AREA DEVELOPMENT DISTRICT

Special Session Board of Directors' Meeting

December 15, 2023 | 10:30 AM

Meeting Location:
Gateway Area Development District
110 Lake Park Drive
Morehead, KY 40351

Meeting Minutes

1. Invocation – Judge Rick Stiltner
   Judge Rick Stiltner gave the invocation to the meeting.

2. Pledge of Allegiance to the Flag – Mayor Gary Hunt, Chairman
   Board members and all guests in attendance joined Chairman Gary Hunt in the pledge to the flag.

3. Call to Order – Mayor Gary Hunt, Chairman
   The meeting was called to order by Chairman Hunt.

4. Welcome and Introduction of Staff and Guests – Mayor Gary Hunt, Chairman
   Chairman Hunt welcomed all in attendance and went over various housekeeping items. Everyone in attendance introduced themselves and their affiliation.

5. Roll Call – Judge Jim Gazay, Secretary
   Judge Jim Gazay, Secretary, called the roll and a quorum was declared. The following Board members were in attendance:

Bath County
Judge Forrest McKenzie
Mayor Gary Hunt
Jacky Watson, Citizen Member

Menifee County
Judge Rick Stiltner
Mayor Edward Bryant
Phyllis Lawson, Citizen Member

Montgomery County
Judge Chris Haddix
Mayor Al Botts
Taunya Jones, Citizen Member

Morgan County
Judge Jim Gazay
Mayor Kyle Risner

Rowan County
Judge Harry Clark

Bill Redwine, Citizen Member

Regional Citizen Member
Quentin Murphy, Citizen Member

Ex-Officio Members
Mayor Deborah Cole
Mayor Clayton Neal

Gateway ADD Staff
Joshua Farrow
Olivia Glover
Jason Boggs
Diann Donaldson
Emily Jordan
Jocelyn Gross
Benjamin Hamm
Katie Cartwright
Haley Allen
Ethan Brown
Aidan Ray

6. Board Minutes Review, Discussion, and Possible Action
   The October 31, 2023, Board of Directors' Meeting Minutes were presented for consideration. Judge Stiltner moved, and Judge Forrest McKenzie seconded that the minutes be approved as presented. Motion carried.

7. Financials
   - October 2023 Finance Report – The October 2023 Finance Report was presented to the Board. Chairman Hunt commented that due to the timing of the board meeting, the November financials were not yet available. The Executive Committee reviewed the report in detail during the November 28, 2023, Executive Committee meeting. Judge Harry Clark moved for approval, with a second by Judge Gazay. Motion carried.
   - October 2023 Fundraising Account Report – The October 2023 Fundraising Account Report was presented to the Board. The Executive Committee reviewed the report in detail during their November 2023 meeting. Mayor Edward Bryant motioned to accept the fundraising account report as presented. Judge Stiltner seconded. Motion carried.

8. 2023 Comprehensive Economic Development Strategy (CEDS) Update
   Ms. Jocelyn Gross provided the Board with an overview of the 2023 CEDS update. She stated that the plan's revision included minor changes and updates, including updated 2022 and 2023 data, updated progress on goals, objectives and projects, minor modifications of the regional SWOT

Analysis, and the prioritization of projects. In closing, Ms. Gross thanked the local officials and citizen members for participating in the county stakeholder meetings. A resolution approving the 2023 CEDS update, passed by the Executive Committee on November 28, 2023, was included in the members' packets for their review.

9. Gateway Regional Hazard Mitigation Plan Update

   Ms. Katie Cartwright gave a progress update on the Gateway Regional Hazard Mitigation Plan. The Regional Hazard Mitigation Plan is updated every five (5) years. Ms. Cartwright reviewed various statistics on regional hazards (e.g., floods, tornadoes, winter storms, sinkholes), discussed the plan's vulnerability summary analysis, presented the critical infrastructure facilities numbers, and discussed the development trend findings. The plan update will be completed in the coming months.

10. Executive Director Report

    A document was provided to the Board. Mr. Joshua Farrow updated the Board on the following items.

    2024 Legislative Priorities – Mr. Farrow presented a document to the Board and reviewed the Area Development Districts' legislative priorities for the upcoming 2024 session.

    Area Development Fund (ADF) Report – The City of Morehead has obligated funds toward the Morehead Women's Park Beautification Project ($549.97). Morgan County Fiscal Court has a balance of $3,818.49 in unobligated funds.

    Revolving Loan Fund (RLF) Report – Mr. Farrow informed the Board that GADD has 13 active loans with an outstanding balance of $1,074,719.70. There is currently $122,546.03 available to lend in the RLF. On November 30, 2023, the Regional Economic Development (RED) Committee approved a loan to Mr. Shawn Forman, dba Rods & Rifles, in the amount of $25,000.00 for permanent working capital. The terms of the loan are for 36 months at a fixed 9.0% interest rate.

    Personnel Update – Mr. Farrow outlined the various personnel changes that had occurred, which are all outlined in the Executive Director Report document. Ms. Samantha Wright was hired as the Business Services Coordinator at Morehead KCC, effective November 2, 2023. Ms. Tracy Collins was hired as a Waiver Service Advisor, effective November 7, 2023. Mr. Keegan DeVore was hired as an ADRC Associate, effective November 29, 2023. Mr. Ethan Brown was hired as a Project Administrator, effective December 4, 2023. Vacancies within the organization include an Infrastructure Development Coordinator, Business Services Coordinator (Ashland), Career Center Counselor (Ashland), Director of Career Center Operations, and a Principal/Senior Planner.

    GADD Employee Contact Information Document – The contact sheet was provided to the Board.

    Gateway Regional Workforce Training and Learning Center – Mr. Farrow provided an update on the Workforce Training and Learning Center project. In September, GADD's Executive Committee

authorized the solicitation (Request for Qualifications) for a consultant to obtain information for a standalone Workforce Training and Learning Center facility next to GADD's existing main office. In October, the Executive Committee approved the selection of MSE of Kentucky, Inc. as the consultant. A preliminary cost estimate of $2.5 million has been provided by the consultant for the facility.

Grant Applications – Mr. Farrow informed the Board that GADD submitted two ARC pre-applications to the Department for Local Government (DLG) on October 31, 2023: (1) Cave Run Lake Regional Recreational Study ($520,000.00) and (2) Gateway Regional Workforce Training and Learning Center ($1,000,000.00). Additionally, GADD submitted an Environmental Protection Agency (EPA) Brownfield grant application on November 11, 2023 ($500,000.00).

Regional Economic Development (RED) Committee Update – Mr. Farrow commented that Mr. Jason Rainey, Executive Director of the Mount Sterling-Montgomery County Chamber of Commerce and Industrial Authority, was appointed to the RED Committee, effective November 28, 2023. Mr. Rainey replaces Ms. Sandy Rominesko.

Joanie Bernard Foundation Grant – Mr. Farrow stated that GADD issued two Request for Proposal (RFP) solicitations to obtain providers to carry out the spaying and neutering procedures for cats. GADD's Executive Committee has approved executing six (6) service provider contracts to ensure adequate coverage in the grant target areas of Menifee, Montgomery, and Rowan Counties. Bath and Morgan Counties will be provided services as well. Surgeries are targeted to begin the first week of January 2024.

October 31, 2023 Executive Committee Meeting Minutes – The minutes were provided to the Board.

November 28, 2023 Executive Committee Meeting Minutes – The minutes were provided to the Board.

Water Management Council and Regional Transportation Committee Executive Report – The report was provided to the Board.

11. Organizational Impact Reports
    - Aging & Independent Living Department – A document was provided to the Board. Mr. Jason Boggs outlined the document and gave updates regarding GADD's Aging Department.
    - Senior Centers Division – A document was provided to the Board. Ms. Emily Jordan outlined the document and gave updates regarding GADD's Senior Centers Division.
    - Planning Department – A document was provided to the Board. Ms. Gross had to leave the meeting due to the start time of another meeting. Chairman Hunt stated if anyone had any questions regarding Planning Department updates to contact Ms. Gross directly.

- Workforce Department – Ms. Haley Allen updated the Board on personnel actions, the Maysville Kentucky Career Center Recertification process, and general program updates.

12. Updates and Announcements
    Updates and announcements were made by federal congressional field representatives and local personnel in attendance. The updates included a discussion on the congressional Community Projects Funding. Judge Clark suggested that the local officials join and submit one project, the Gateway Regional Workforce Training and Learning Center, for funding consideration.

13. Upcoming Regular Session Board of Directors' Meeting
    Chairman Hunt announced that the next Board of Directors' Meeting would take place on February 27, 2024, at 10:30 AM, at the ADD office.

14. Adjournment
    With no further business to discuss, Chairman Hunt asked for a motion to adjourn. Ms. Phyllis Lawson motioned, and Mayor Al Botts seconded. Motion carried.

APPROVED:

Gary Hunt
Mayor Gary Hunt, Chairman

2-27-24
Date

Judge Jim Gazay, Secretary

02/27/2024
Date