GATEWAY
AREA DEVELOPMENT DISTRICT

Board of Directors' Meeting

April 30, 2024 | 10:30 AM

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

Meeting Minutes

1. Invocation – Judge Rick Stiltner
   In the absence of Judge Rick Stiltner, Mayor Al Botts 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

Menifee County
Mayor Edward Bryant
Phyllis Lawson, Citizen Member

Montgomery County
Judge Chris Haddix
Mayor Al Botts

Morgan County
Judge Jim Gazay
Mayor Kyle Risner
Regina Thomas, Citizen Member

Rowan County
Judge Harry Clark

Bill Redwine, Citizen Member

Regional Citizen Member

Ex-Officio Members
Mayor Deborah Cole
Mayor Clayton Neal
Senator Greg Elkins
Representative David Hale

Gateway ADD Staff
Joshua Farrow
Olivia Glover
Jason Boggs
Diann Donaldson
Emily Jordan
Jocelyn Gross
Haley Allen
Samantha Wright
Robin Purvis
Benjamin Hamm
Roylene Day

6. Board Minutes Review, Discussion, and Possible Action
   The February 27, 2024, Board of Directors' Meeting Minutes were presented for consideration. Judge Chris Haddix moved, and Mayor Botts seconded that the minutes be approved as presented. Motion carried.

7. Financials
   - March 2024 Finance Report – The March 2024 Finance Report was presented to the Board, and Ms. Diann Donaldson detailed the document. No questions or concerns were addressed. Judge Harry Clark moved to accept the Finance Report as presented, with a second by Judge Gazay. Motion carried.
   - March 2024 Fundraising Account Report – Ms. Donaldson presented the March 2024 Fundraising Account Report and detailed the document. No questions or concerns were addressed. Judge Gazay made a motion to approve the report as presented. Mr. Bill Redwine seconded. Motion carried.

8. Board of Directors' Officer/Executive Committee Appointments
   Due to Mayor Edward Bryant's retirement, The Board of Directors' Officers/Executive Committee membership must be revised. Mr. Joshua Farrow reviewed the recommended Officer/Executive Committee appointments for the remainder of Fiscal Year 2024 (May 1, 2024 – June 30, 2024). The listing is as follows:

Chairman:	Mayor Gary Hunt (Bath)
1st Vice-Chairman:	Mayor Al Botts (Montgomery)
2nd Vice-Chairman:	Judge Jim Gazay (Morgan)
Secretary:	Mayor Laura White-Brown (Rowan)
Treasurer:	Mayor-Appointee Stacy Smallwood (Menifee)
Immediate Past Chairman:	Judge Harry Clark (Rowan)

A motion to accept the Board of Directors' Officers and Executive Committee for the remainder of the fiscal year was made by Ms. Phyllis Lawson, and Judge Forrest McKenzie seconded. Motion carried.

9. Organizational Chart
   Chairman Hunt reviewed the updated organizational chart with the Board. Updates include the addition of the Transportation Planner position, Principal/Senior Regional Planner, and Waiver Finance Assistant. The previously approved One-Stop Operator title was revised to Director of Career Center Operations. Mayor Botts moved to accept the document as presented, with a second by Mayor Bryant. Motion carried.

10. KY Intergovernmental Review Process (KIRP Report/Clearinghouse Projects)
    A document was provided to the Board. Mr. Joshua Farrow presented and detailed the projects included in the KIRP report. The document included: (1) Sharpsburg Water District – The project will rehab and refurbish the 119,000-gallon Sharpsburg water storage tank. The project will include both interior and exterior work. Estimated project cost is $170,676.00. (2) Jemstar Properties – The project will construct a new meat processing facility in Montgomery County. Estimated project cost is $4,328,715.00. (3) City of Owingsville – The project will upgrade existing hardware and software at the sequencing batch reactor (SBR) wastewater treatment plant. Estimated project cost is $107,143.00. Judge Clark moved to approve the KIRP report, and Judge Gazay seconded. Motion carried.

11. US Army Corps of Engineers – Planning Assistance to States Program
    Ms. Jocelyn Gross explained that GADD has an opportunity to submit a Letter of Intent to be considered for funding through the US Army Corps of Engineers' Planning Assistance to States program. The funding would allow the Corps to perform a study to identify potential areas for Greensinks (Flood Risk and/or Floodplain Management) for interested communities. No match would be required. Mayor Botts motioned to authorize GADD's Executive Director to submit a Letter of Intent to be considered for funding. Judge Haddix seconded the motion. Motion carried.

12. Aging Council Membership Appointment – Morgan County
    Chairman Hunt announced that the organization currently has a Morgan County representative vacancy on the Aging Council. Ms. Esther Cane has been submitted for consideration and approval to fill the vacancy. Judge Gazay moved to approve the appointment. Mayor Kyle Risner seconded. Motion carried.

13. Fair Housing Resolution

Chairman Hunt stated that all local entities applying for or receiving federal grants are required to support and promote Fair Housing. Passing the resolution and declaring April as Fair Housing Month satisfies that requirement. Ms. Lawson moved to approve the resolution and to appoint GADD's Executive Director as the organization's fair housing and equal opportunity coordinator. Mayor Botts seconded the motion. Motion carried.

14. Older Americans Month Proclamation

Chairman Hunt notified the Board that every May, the Administration for Community Living leads the nation's observance of Older Americans Month. The 2024 theme is Powered by Connection, which recognizes the profound impact that meaningful relationships and social connections have on our health and well-being. We explore the vital role that connectedness plays in supporting independence and aging in place by combatting isolation, loneliness, and other issues. To honor the Aging population in the Gateway region, Judge McKenzie moved to approve the presented Older Americans Month Proclamation, and Mayor Risner seconded. Motion carried.

15. Executive Director Report

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

2024 Legislative Wrap-Up – A document was provided to the Board. Mr. Farrow highlighted the 2024 legislative impacts on the Area Development Districts.

Area Development Fund (ADF) Report – A document was provided to the Board. The City of Morehead has obligated funds toward the Morehead Women's Park Beautification Project ($549.97).

Revolving Loan Fund (RLF) Report – Mr. Farrow informed the Board that GADD has 15 active loans with an outstanding balance of $1,966,444.36. The Executive Committee approved an $80,000.00 loan to Freedom Select Food Services, LLC earlier in the day. IGA Entities has fully repaid their loan. GADD closed on the M&H Enterprises, LLC loans on March 25, 2024 (Legacy RLF: $50,000.00, Economic Recovery RLF: $50,000.00, and KAFC/GOF: $437,000.00).

Personnel Update – Mr. Farrow outlined the various personnel changes that occurred, which are all outlined in the Executive Director Report document. Ms. Danielle Hobson was hired as a Waiver Service Advisor, effective March 4, 2024. Ms. Roylene Day was hired as the Director of Career Center Operations, effective March 5, 2024.

Vacancies – Mr. Farrow reviewed the current position vacancies within the organization. Infrastructure Development Planner: since October 15, 2023. Offers have been extended to one (1) GIS Specialist, one (1) Business Services Coordinator (Ashland), one (1) Transportation Planner, and one (1) Project Administrator. GADD is currently seeking a Principal/Senior Regional Planner.

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

House Bill 1 – Mr. Farrow reviewed House Bill 1 language with the Board. *"$18,000,000 in fiscal year 2024-2025 to the Kentucky Infrastructure Authority budget unit to be distributed to the Gateway Area Development District to support a regional water project."* Mr. Farrow went on to say that the funding will partially fund the construction of the Morehead Utility Plant Board Regional Water Treatment Plant, a 12 million gallons per day facility. Water treated at the regional water treatment plant will be distributed into eight counties: Bath, Carter, Elliott, Fleming, Menifee, Montgomery, Morgan, and Rowan, serving a total population of 64,292. The facility will directly serve over 900 commercial businesses and 25 industries and indirectly serve an additional 1,044 businesses (2,034 total businesses). The funds will flow through GADD.

Joanie Bernard Foundation Grant Report – A document was provided to the Board. Mr. Farrow noted that 192 procedures for the project had been completed during the month of March.

Operations & Maintenance – Mr. Farrow updated the Board that the window trim was replaced on four (4) windows on the lower level of GADD's main office. Earlier in the day, GADD's Executive Committee approved a quote to paint all common areas/hallways in the main office facility.

Rowan County Senior Center Van – Mr. Farrow commented that GADD purchased a new van for the Rowan County Senior Center on March 27, 2024 ($62,407.00), using ARPA Title III-B Supportive Service and local funding. Required interior equipment and exterior branding are in progress.

Workforce Department – Mr. Farrow stated that GADD submitted proposals to the TENCO Workforce Development Board to be considered for the Direct Service Provider and the One-Stop Career Center Operator contracts. On April 24, 2024, the TENCO Career Center Committee met and voted to recommend that GADD be selected for both contracts by the TENCO full board. The TENCO Workforce Development Board convenes on May 21, 2024.

Fiscal Year 2025 Citizen Member Nomination Form – A document was provided to the Board. Mr. Farrow stated that current citizen member appointments expire on June 30, 2024. Nomination forms shall be submitted by the Judge-Executive and County Seat Mayor prior to the June Board of Directors' meeting for Fiscal Year 2025 (July 1, 2024 – June 30, 2025).

Call for Nominations – A document was provided to the Board. Mr. Farrow stated that nominations for the Board of Directors' Founders Award, Gail K. Wright Commitment to Excellence Award, and the Impact Award will be accepted from May 1, 2024, to May 24, 2024.

Older Americans Month (May) – Mr. Farrow stated that a proclamation template would be provided for the Judge-Executive and Mayor(s) to sign to honor Older Americans Month. Mr. Farrow said that GADD staff would work with the elected officials to schedule signings at the senior center sites during May.

NADO & DDAA Washington Conference – Mr. Farrow commented that he, Ms. Gross, and Mr. Benjamin Hamm attended the NADO Conference (March 10 – 13, 2024) in Washington, D.C.

Quarterly Committee Day – Mr. Farrow informed the Board that the Aging Council, Water Management Council, and Regional Transportation Committee will convene on May 16, 2024.

February 27, 2024 Executive Committee Meeting Minutes – The minutes were provided to the Board.

March 26, 2024 Executive Committee Meeting Minutes – The minutes were provided to the Board.

Water Management Council & Regional Transportation Committee Executive Report (March 21, 2024) – The report was provided to the Board.

16. 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 outlined the document and gave updates regarding GADD's Planning Department.
    - Workforce Department – Ms. Haley Allen updated the Board on general program updates regarding GADD's Workforce Department.

17. Updates and Announcements
    Updates and announcements were made by federal congressional field representatives, legislators, and local personnel in attendance.

18. Presentations of Acknowledgements and Awards
    Chairman Hunt congratulated outgoing Mayor Bryant on his retirement and presented him with a plaque commemorating his years of service to the GADD Board of Directors, the Gateway region, and to the City of Frenchburg (2007 – 2024).

19. Upcoming Regular Session Board of Directors' Meeting
    Chairman Hunt reminded attendees that the next Board of Directors' Meeting would occur on June 25, 2024, at 10:30 AM. This is GADD's Annual Meeting.

20. Adjournment

With no further business to discuss, Chairman Hunt asked for a motion to adjourn. Mayor Bryant motioned, and Judge Gazay seconded. Motion carried.

APPROVED:

Mayor Al Botts, 1st Vice-Chairman

Mayor Laura White-Brown, Secretary

Date 7/30/2024

Date 07-30-2024

Mandatory Board Member Training | 12:15 PM

Racial Equity; and Fraud, Neglect, and Exploitation Training

- Waynanne Caudill, Legal Aid of the Bluegrass – Ms. Waynanne Caudill, with Legal Aid of the Bluegrass, gave a presentation on Fraud, Neglect, and Exploitation, as specified within GADD's Aging Contracts.
- Virtual Training – The Racial Equity training will be conducted virtually at each member's convenience.