GATEWAY
AREA DEVELOPMENT DISTRICT

Board of Directors' Meeting

June 25, 2024 | 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 Al Botts, 1st Vice-Chairman
   Board members and all guests in attendance joined 1st Vice-Chairman Al Botts in the pledge to the flag.

3. Call to Order – Mayor Al Botts, 1st Vice-Chairman Botts
   The meeting was called to order by 1st Vice-Chairman Botts.

4. Welcome and Introduction of Staff and Guests – Mayor Al Botts, 1st Vice-Chairman
   1st Vice-Chairman Botts welcomed all in attendance and went over various housekeeping items. Everyone in attendance introduced themselves and their affiliation.

5. Roll Call – Mayor Laura White-Brown, Secretary
   Mayor Laura White-Brown, Secretary, called the roll and a quorum was declared. The following Board members were in attendance:

Bath County	Menifee County
	Judge Rick Stiltner
	Mayor Stacy Smallwood
Jacky Watson, Citizen Member	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
Mayor Laura White-Brown
Bill Redwine, Citizen Member

Regional Citizen Member
Quentin Murphy, Citizen Member

Ex-Officio Members
Mayor William Unchester
Senator Stephen West
Senator Greg Elkins
Representative David Hale
Representative Richard White

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

6. Board Minutes Review, Discussion, and Possible Action
   The April 30, 2024, Board of Directors' Meeting Minutes were presented for consideration. Mr. Bill Redwine moved, and Judge Jim Gazay seconded that the minutes be approved as presented. Motion carried.

7. Financials
   - May 2024 Finance Report – The May 2024 Finance Report was presented to the Board, and Ms. Diann Donaldson detailed the document. No questions or concerns were addressed. Judge Stiltner moved to accept the Finance Report as presented, with a second by Judge Harry Clark. Motion carried.
   - May 2024 Fundraising Account Report – Ms. Donaldson presented the May 2024 Fundraising Account Report and detailed the document. No questions or concerns were addressed. Ms. Phyllis Lawson made a motion to approve the report as presented. Judge Gazay seconded. Motion carried.
   - Fiscal Year 2025 Budget and Staffing – Executive Committee Recommendation – The Fiscal Year 2025 budget was presented to the Board. Ms. Donaldson detailed the document. Mr. Joshua Farrow added that the budget was the largest in the organization's history, at over $23 million. He went on to discuss the $18 million appropriated by the Kentucky General Assembly for the Morehead Utility Plant Board Regional Water Treatment Plant Construction Project. GADD will act as a pass-through entity for the funding. In closing, Mr. Farrow commented that the budget included cost

of living adjustments/salary increases. Ms. Jacky Watson asked if the cost of living adjustments/salary increases were based on a percentage. Mr. Farrow responded that a percentage was utilized as a baseline, with additional adjustments being made. Judge Gazay moved to approve the budget as presented, with a second by Judge Stiltner. Motion carried.

8. Authorize Executive Director and/or Chairman to Execute Fiscal Year 2025 Contracts
   A motion to authorize the Executive Director and/or Chairman to execute contracts for Fiscal Year 2025 was entertained. Judge Stiltner motioned, and Judge Chris Haddix seconded. Motion carried.

9. Fiscal Year 2025 Board of Directors' Officer/Executive Committee
   A listing of the Fiscal Year 2025 Board of Directors' Officers/Executive Committee Members was provided to the Board. The listing is as follows:

Chairman:	Mayor Al Botts (Montgomery)
1st Vice-Chairman:	Judge Jim Gazay (Morgan)
2nd Vice-Chairwoman:	Mayor Laura White-Brown (Rowan)
Secretary:	Judge Rick Stiltner (Menifee)
Treasurer:	Judge Forrest McKenzie (Bath)
Immediate Past Chairman:	Mayor Gary Hunt (Bath)

   A motion to accept the Fiscal Year 2025 Board of Directors' Officers and Executive Committee was made by Judge Clark, and Judge Haddix seconded. Motion carried.

10. Fiscal Year 2025 Board of Directors' Citizen Member Appointments
    A document was provided to the Board. The listing is as follows:

Menifee County:	Ms. Phyllis Lawson
Montgomery County:	Ms. Taunya Jones
Morgan County:	Ms. Regina Thomas
Rowan County:	Mr. William "Bill" Redwine
Regional:	Mr. Quentin Murphy

    Mayor Stacy Smallwood moved to approve the recommendations, and Judge Clark seconded. Motion carried.

11. Fiscal Year 2025 Board of Directors' and Executive Committee Schedule
    A document was provided to the Board. A motion to accept the Fiscal Year 2025 schedule as presented was made by Judge Stiltner and seconded by Judge Gazay. Motion carried.

12. KY Intergovernmental Review Process (KIRP Report/Clearinghouse Projects)
    A document was provided to the Board. Mr. Farrow presented and detailed the projects included in the KIRP report. The document included: (1) St. Claire Medical Center – The project will renovate

an existing three-story facility to be used for substance abuse treatment activities (Life Learning Center model). The estimated project cost is $14,923,507.00. (2) City of Camargo – The project will make improvements to the trailhead and parking lot at Camargo Park. The project will also correct drainage issues along the existing walking trail. The estimated project cost is $303,996.00. (3) Eastern Light Distilling LLC – The project will construct a new distillery in Rowan County. The estimated project cost is $69,000,000.00. (4) Rowan County Fiscal Court – The project will construct a new park along KY Route 801. Included in the initial construction phase is the paving of a new trail and installing various appurtenances associated with the trail. The estimated project cost is $312,500.00. (5) Menifee County Fiscal Court – The project will construct an ADA and sensory playground at Menifee County Park. The estimated project cost is $200,000.00. (6) Montgomery County Fiscal Court – The proposed project will make necessary improvements to the trailhead at Easy Walker Park caused by water damage issues. The estimated project cost is $439,588.00. (7) City of Jeffersonville – The project proposes to resurface/extend the existing walking trail and repave the existing asphalt parking lot. Appurtenances will also be installed along the walking trail. The estimated project cost is $391,150.00. (8) City of Sharpsburg – The project will construct sidewalks along KY Route 1198. The project will also include the necessary drainage infrastructure. The estimated project cost is $363,277.08. Judge Haddix moved to approve the KIRP report, and Judge Clark seconded. Motion carried.

13. 2024 Peggy Satterly Spirit of Kentucky Award

    1st Vice-Chairman Botts announced that each year, the Department for Local Government selects an Area Development District to bestow the Peggy Satterly Spirit of Kentucky Award to. The award is given to a public project that best represents "an innovative expression of multi-jurisdictional cooperation resulting in successful and cost-effective utilization of public resources." The winner is announced at the Governor's Local Issues Conference on August 8, 2024. The Executive Committee is recommending the Gateway Regional Kitchen and Menifee County Senior Center Expansion project. The project included a Community Development Block Grant award of $946,000.00 that added 1,200 square feet to the regional kitchen and 600 square feet to the commons of the Menifee County Senior Center. The project also added over $150,000.00 in new kitchen equipment and tools from Expanded Senior Meal Program (ESMP) funding authorized by Governor Andy Beshear and the Kentucky General Assembly. Mr. Redwine moved to authorize GADD to submit the Gateway Regional Kitchen and Menifee County Senior Center Expansion project for consideration. Judge Stiltner seconded. Motion carried.

14. Executive Director Report

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

    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 – A document was provided to the Board. Mr. Farrow informed the board that GADD has 19 active loans with an outstanding balance of $2,011,476.71. GADD

closed on the Freedom Select Food Services loan on May 13, 2024 (Economic Recovery RLF: $80,000.00). On June 24, 2024, the Executive Committee approved a $100,000.00 loan to Menifee Farm Supply LLC. There is approximately $27,000.00 available to lend in the RLF.

Personnel Update – Mr. Farrow outlined the various personnel changes that occurred, which are all outlined in the Executive Director Report document. Mr. Bill Bevans was hired as the Business Services Coordinator (Ashland), effective April 29, 2024. Mr. Jonathan Eldridge was hired as the Transportation Planner, effective May 3, 2024. Ms. Parker Fouch was hired as a Project Administrator, effective May 13, 2024. Mr. Drew Pendleton, Regional Van Driver, resigned effective May 28, 2024. Mr. Benjamin Smith was hired as the Regional Van Driver, effective May 29, 2024.

Vacancies – Mr. Farrow reviewed the current position vacancies within the organization. Principal/Senior Regional Planner, Project Administrator, Regional Van Driver, Regional Kitchen Cook, and a part-time temporary MotorMeals Operator.

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

Joanie Bernard Foundation Grant Report – A document was provided to the Board. Mr. Farrow noted that 126 and 110 procedures for the project had been completed during the months of April and May, respectively.

EPA Brownfields Program Grant – A document was provided to the Board. Mr. Farrow announced that the EPA Brownfields Program grant application was not funded. GADD will participate in a grant application debrief and plans to submit again during the next funding cycle.

Operations & Maintenance – Mr. Farrow stated that the common areas, small conference room, and two offices were painted over Memorial Day weekend.

Workforce Department – Mr. Farrow informed the Board that the TENCO Workforce Development Board convened on May 22, 2024. The TENCO Workforce Development Board voted to approve the Career Center Committee's recommendations to offer GADD the Direct Service Provider and the One-Stop Career Center Operator contracts.

April 30, 2024 Executive Committee Meeting Minutes – The minutes were provided to the Board.

May 28, 2024 Executive Committee Meeting Minutes – The minutes were provided to the Board.

Water Management Council & Regional Transportation Committee Executive Report (May 16, 2024) – The report was provided to the Board.

Gateway Regional Childcare Economic Impact Study – Mr. Farrow commented that GADD selected Thomas P. Miller and Associates (TPMA) as the consultant to perform the Regional Childcare Economic Impact Study and that the project is underway. GADD is currently working to identify

stakeholders who will provide input and review draft(s) of the study before the final document is released. There will be stakeholder meetings in July/August.

Gateway & Buffalo Trace Small Business Awards – A document was provided to the Board.

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

16. Updates and Announcements

    Representative David Hale, Representative Richard White, Senator Greg Elkins, Senator Stephen West, State Treasurer Mark Metcalf, and other state, federal, and local partner representatives made comments, updates, and announcements.

    1st Vice-Chairman Botts announced that the Board meeting would recess for 10 minutes. The Board meeting will reconvene outside, near the event tent, for presentations.

17. Presentations of Acknowledgements and Awards

    1st Vice-Chairman Botts reconvened the Board meeting and welcomed Representative White to the podium.

    Representative White gave remarks related to the Morehead Utility Plant Board Regional Water Treatment Plant construction project. Representative Hale, Senator Elkins, and Senator West also gave remarks related to the project. Representative White and the other legislators presented the Morehead Utility Plant Board officials with a $18,000,000.00 ceremonial check. State Treasurer Metcalf also gave remarks.

    Judge Clark presented the Board of Directors Impact Award to the Kentucky General Assembly. Judge Clark commented that the Board of Directors' Impact Award honors an individual(s), a community partner, state agency, or other non-profit organization that has made a profound impact on the GADD region during the fiscal year. This award was created to recognize the vital role others play in the advancement of the region. Awardees are selected based on initiative, leadership, and results that embody co-created partnerships and benefit the GADD region. Judge Clark stated that the General Assembly is receiving this award because of the millions of dollars in funding the region received as a result of the General Assembly's efforts.

Mr. Farrow introduced Ms. Marnie Mountjoy, with the Department for Aging and Independent Living (DAIL), and Ms. Regina Thompson, the Rowan County Senior Center Director, who made comments related to the new Rowan County Senior Center van. GADD, utilizing funding allocated by DAIL and local funding from the Rowan County Fiscal Court and the City of Morehead, purchased a new van for the Rowan County Senior Center. At the end of the remarks, a ribbon cutting marked the entry of the new 2024 Ford Transit into GADD's fleet for service.

18. Swearing in of Fiscal Year 2025 Officers and Citizen Members
    Representative Hale administered the oath of office to the ADD Board of Directors' Officers/Executive Committee members and citizen members.

19. Upcoming Regular Session Board of Directors' Meeting
    1st Vice-Chairman Botts announced that the next Board of Directors' Meeting would take place on August 27, 2024, at 10:30 AM, at the ADD office.

20. Adjournment
    With no further business to discuss, 1st Vice-Chairman Botts asked for a motion to adjourn. Judge Gazay motioned to adjourn, with a second from Judge Haddix. Motion carried.

APPROVED:

Mayor Al Botts, Chairman

08-27-2024
Date

Judge Jim Gazay, 1st Vice-Chairman

08-27-2024
Date