

MINUTES
BLUEGRASS AREA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE

SEPTEMBER 28, 2022

The Executive Committee met Wednesday, September 28 at the Bluegrass ADD office. Chair Mayor James Smith called the meeting to order at 4:00 p.m. The following members were present:

Judge Mike Williams	Bourbon County	Mayor James Smith	Harrison County
Mayor Ed Burtner	Clark County	Mayor Robert Blythe	Madison County
Judge Donnie Watson	Estill County	Mike Sanford	Mercer County
Chris Ford	Fayette County	James Caudill	Powell County
Ken Parson	Garrard County		

Also, present was Chris "Roo" Elleman, Jared Hollon and Jon Gay. A quorum was declared present.

Secretary Mike Sanford directed the Board to pages 1-3 of the packet for the August Executive Committee Meeting Minutes and asked for approval. A motion was made by Mayor Burtner and seconded by Judge Williams to approve the minutes. The motion carried.

Michael Buschmann directed the members to their handout for the August Financial Report. Mr. Buschmann wanted to point out page 3 for the change in net assets, net assets at the beginning of the year and net assets at the end of the year. Mr. Buschmann discussed the aging, community planning and workforce program with the board.

It was mentioned that the Bluegrass Area Development District has the lowest dues of all Area Development Districts throughout the state. Mayor Burtner asked if a chart could be created and shared with the board for informational purposes.

Mayor Burtner made a motion to approve the August Financial Report. Mayor Blythe seconded the motion. The motion carried.

Michael Buschmann updated the Executive Committee on the progress of the implementation of the payroll software. Staff indicated that ADP is staff's preferred choice. Mayor Burtner asked about the next audit and if the new software could assist in the process. Michael Buschmann indicated that the software would assist in the process. Mayor Burtner also asked if staff could provide letters of monitoring from the state that indicate clean records. Amy Glasscock indicated that she would provide those letters. Executive Director David Duttlinger highlighted the leadership and commitment from Michael Buschmann and Mike Riley in this process.

Next, was the Report on Investment. Michael Buschmann went over the report with the board members and asked for any questions. A motion was made by James Caudill and seconded by Judge Watson to approve the August Report on Investment. The motion carried.

Greyson Evans gave the Homeland Security Council's report, which the Executive Committee could find on page 4 of the packet. He indicated that the Council had approved 1 KIRP. Staff

will be looking at ways to reengage the council. Judge Williams made a motion to approve the Homeland Security Council Report. The motion was seconded by James Caudill. The motion carried.

Mike Riley presented Human Services Advisory Committee Report. He indicated that Captain Seth Lockhart had been a speaker at their last meeting. The next meeting of the Human Services Committee will be a hybrid meeting on October 28th at 1:00 p.m. Mayor Burtner suggested that if the Committee should need another speaker staff should contact the Winchester Police Department, which has established a partnership with ART (Achieving Recovery Together). Judge Watson made a motion to approve the Human Services Advisory Committee Report. Judge Williams seconded the motion. The motion carried.

David Duttlinger began the District Staff Report by asking Celeste Robinson to review Aging Funding Allocations.

Celeste directed the Executive Committee's attention to the handout she provided. She reviewed Title III Allocations & Required Match for FY 23, Title III C1/C2 Nutrition Allocation Breakdown for FY23 and TITLE III ESMP Allocations for FY2023, as described in the handouts. Mayor Blythe made a motion to approval the Aging Funding Allocations, it was seconded by Mike Sanford. The motion carried.

David Duttlinger reviewed surplus property owned by the Bluegrass Area Development District. He indicated that vehicle 6, various used computers and computer equipment, and two metal desks were available to counties if they would like them before they are turned over to surplus. Mayor Burtner made a motion to declare the property surplus, give Kentucky River Area Development District first right of refusal for the property in an effort to help alleviate circumstances from the flood disaster, and if no interest send to East Kentucky via staff volunteers. Judge Williams seconded the motion. The motion carried.

Greyson Evans reviewed the JFA Cares Act – COVID-19 Recovery Resiliency Plan overview for the Executive Committee, which could be found in the handout provided. Ken Parson made the motion to approve the BGADD Economic Resiliency Plan update. The motion was seconded by Mayor Watson. The motion carried.

Next, Mr. Duttlinger called on the Director of Aging, Community Planning and Workforce to give an update on their departments and informed the Board the Department updates could be found in their packet. David Duttlinger presented the Community Planning Department's updates in the absence of the Director. The Department Directors updates will be included in the minutes.

A motion was made by James Caudill and seconded by Mayor Blythe to approve the district staff report. The motion carried.

Chair Judge Mayor Smith directed the Board to the KIRPs contained in the packet. KIRPs in the packets were:

- KYTC Airport Road Project – KY Transportation Cabinet
- NCWD Phase 13 Water System Improvements – Nicholas County Water District
- Limestone Village – National Housing Associates, Inc.
- ECWD Phase 11 Systems Improvements & Meter Purchase and Replacement Project – Estill County Water District.
- GMWSS Northwest Bypass Water Line Extension – City of Georgetown

The mayor asked if there were any KIRPs to be discussed. There being none, a motion was made by Mayor Blythe and seconded by Judge Watson to accept the KIRPs with staff or committee recommendation given. The motion carried.

There being no further business, the committee asked for a motion to adjourn. A motion was made by James Caudill and seconded by Mayor Burtner. The meeting adjourned at 5:10 p.m.

From: [David Duttlinger](#)
To: [Kelly Rode](#)
Cc: [Greyson Evans](#)
Subject: FW: Bluegrass Area Development District- EDA CARES Covid-19 resiliency plan
Date: Monday, October 10, 2022 9:14:44 AM

Kelly,

Please keep this confirmation e-mail from Greyson with our minutes from last month's Executive Committee meeting.

Thanks,

David

David Duttlinger, P.E., MPA
Executive Director
Bluegrass Area Development District
699 Perimeter Drive
Lexington, KY 40517
Work Phone: 859-810-2480
Cell: 859-489-4921
Fax: 859-269-7917
e-mail: dduttlinger@bgadd.org

From: Greyson Evans <gevans@bgadd.org>
Sent: Monday, October 10, 2022 8:51 AM
To: Redmon, Laura K (DLG) <laura.redmon@ky.gov>
Cc: Shane New <shanen@bgadd.org>; David Duttlinger <dduttlinger@bgadd.org>
Subject: Fw: Bluegrass Area Development District- EDA CARES Covid-19 resiliency plan

Hello Laura-

For your records on BGADD resiliency plan.

Thanks!

Greyson Evans, MPA

Economic Development Specialist

Bluegrass Area Development District

gevans@bgadd.org

859-810-2528

From: NonconstructionReports-Payments <nonconstructionreports-payments@eda.gov>
Sent: Wednesday, October 5, 2022 5:56 PM
To: Greyson Evans <gevans@bgadd.org>
Cc: Shane New <shanen@bgadd.org>; David Duttlinger <dduttlinger@bgadd.org>
Subject: RE: Bluegrass Area Development District- EDA CARES Covid-19 resiliency plan


Good Afternoon,

EDA has reviewed and accepted Bluegrass Area Development CARES Resiliency Plan.

Thank you Kindly

Cheryl Jackson

Program Analyst
U.S Department of Commerce
Economic Development Administration
Atlanta Regional Office
401 West Peachtree Street, NW, Suite 1820
Atlanta, GA 30308

 404-576-7456

 Cjackson2@eda.gov



STAY CONNECTED WITH EDA!



From: Greyson Evans <gevans@bgadd.org>
Sent: Friday, September 30, 2022 3:41 PM
To: NonconstructionReports-Payments <nonconstructionreports-payments@eda.gov>
Cc: Shane New <shanen@bgadd.org>; David Duttlinger <dduttlinger@bgadd.org>
Subject: Bluegrass Area Development District- EDA CARES Covid-19 resiliency plan

Hello,

Please find attached and linked the Bluegrass Area Development District's EDA CARES COVID 19 Economic Resiliency Plan. Please consider this BGADD's official submission of the document to EDA, and please do not hesitate to contact me if any questions arise.

<https://bgadd.org/wp-content/uploads/2022/09/EDA-Resiliency-Plan.pdf>

Greyson Evans, MPA

Economic Development Specialist

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