

Executive Committee Minutes

December 17, 2025

The Executive Committee met Wednesday, December 17, 2025, at the Bluegrass Area Development District. Chair Mike Sanford called the meeting to order at 12:23 p.m. The following members were present:

| | | |
|-------------------------|------------------------|------------------------|
| Anderson County | Bourbon County | Boyle County |
| | Judge Mike Williams | Judge Trille Bottom |
| Clark County | Estill County | Fayette County |
| Mayor JoEllen Reed | | |
| Franklin County | Garrard County | Harrison County |
| | | Judge Jason Marshall |
| Jessamine County | Lincoln County | Madison County |
| Judge David West | Judge Woods Adams | Mayor Bruce Fraley |
| Mercer County | Nicholas County | Powell County |
| Mike Sanford | Judge Steve Hamilton | James Caudill |
| Scott County | Woodford County | |
| Jared Hollon | | |

Others present were:

| Staff | | Guests |
|-------------------|------------------|--|
| Alex Ball | Michael Murphy | Mayor Isaac Dailey – City of Cynthiana |
| Michael Buschmann | Grace Ragain | <i>Daniel Damonte – Barnes Dennig*</i> |
| David Duttlinger | Mike Riley | Dan Gutenson – Lincoln County |
| Mary Ann Fegley | Tiffanie Reeves | Dianna Layne – City of Winchester |
| Logan Hart | Celeste Robinson | |
| Jakob Marsh | Kelly Rode | |

**Denotes attendance via video conference.*

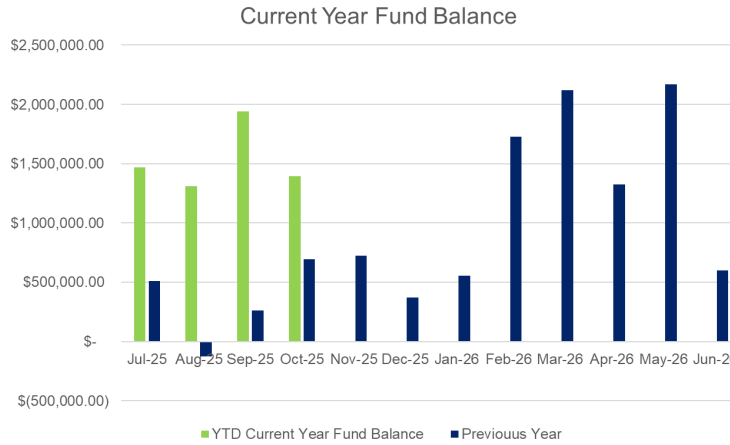
A quorum was declared present.

Minutes

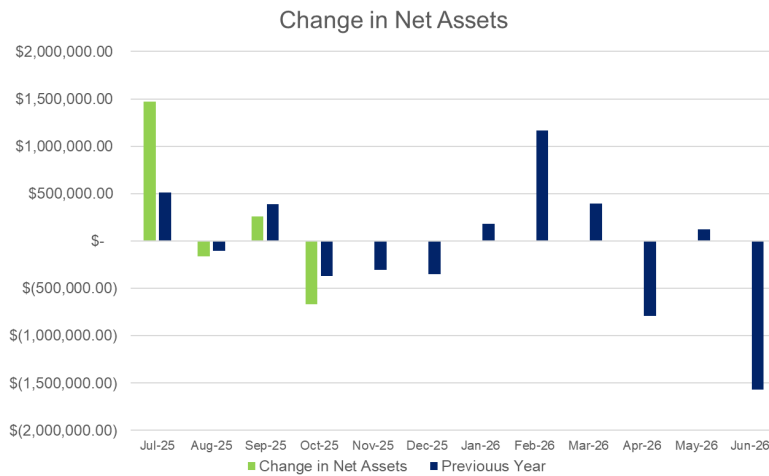
Secretary Mayor JoEllen Reed directed the committee to pages 1-4 of the packet for the October 22, 2025 Executive Committee Meeting Minute, and pages 5-8 for the November 5, 2025 Board of Directors Meeting Minutes. Mayor Reed asked for approval of the minutes. A motion was made by Jared Hollon and seconded by Judge Trille Bottom to approve both the October 22, 2025 Executive Committee Meeting Minutes and the November 5, 2025 Board of Directors Meeting Minutes. The motion passed unanimously.

Financial Report

Chair Mike Sanford called on Michael Buschmann, CFO to give the Financial Report. He directed the Executive Committee to the Financial Report that was available on the sign-in table. As of October 31, 2025, our current year fund balance is \$1,396,334.73. He then reviewed the chart below, detailing the Fund Balance over time:



He then indicated for the month of October the organization’s change in Net Assets was (\$666,343.90). He then reviewed the chart below, which shows the change in Net Assets overtime:



Report on Investments

The deposits and ending balance for the month of November 2025 were as follows:

| | |
|-----------------------|-----------------------|
| Tenant Rent | \$7,471.90 |
| Interest | \$1,906.54 |
| Ending Balance | \$1,017,042.10 |

A motion was made to approve the October 2025 Financial Statement by Mayor Bruce Fraley and seconded by Judge David West. The motion passed.

A motion was made by Judge Jason Marshall and seconded by Mayor JoEllen Reed to approve the November Report on Investment. The motion passed unanimously.

Approval of Credit Card Statement

Chair Mike Sanford asked the committee if they had time to review the credit card statements that had previously been emailed. He then asked for a motion to approve both the October 2025 and November 2025 Master Card Statements. The motion was made by Judge Mike Williams and seconded by Judge Trille Bottom. The motion passed unanimously.

District Staff Report

David Duttlinger indicated that his report can be found on pages 10-15 of the packet. Items of note include:

- BGADD FY25 Audit
 - Daniel Damonte from the auditing firm Barnes Dennig joined the meeting via video conference to give an update on the FY25 Audit.
 - He indicated that the audit is going well and that there have not been any negative findings. It is not yet complete due to internal control processes with Barnes Dennig, but should be finished next week.
 - David indicated that in order to meet state deadlines, we need to submit the audit before December 31, 2025.
 - In order to meet this deadline, it was suggested that the Executive Committee delegate authority to approve the audit to the Audit Committee.
 - According to the By-Laws, the Audit Committee should consist of a Judge, Mayor, Citizen Member, and a Former Officer.
 - Staff suggested that the following people fill those roles: Judge Mike Williams, Mayor JoEllen Reed, Mike Sanford, and Judge David West and they meet on December 29, 2025.
 - The staff suggestions accepted their role on the Audit Committee.
 - James Caudill made a motion to delegate authority to approve the audit to the Audit Committee as listed above. Judge Steve Hamilton seconded the motion. The motion passed unanimously.
- BGADD Travel Policy
 - David Duttlinger called on Michael Buschmann to review changes to the BGADD Travel Policy. Michael indicated that the travel policy language was updated to make things more clear and to reflect more modern travel policies.
 - Judge David West made a motion to approve the BGADD Travel Policy. The motion was seconded by James Caudill. The motion passed unanimously.
- Bluegrass Recovery Initiative (BRI)
 - David Duttlinger thanked all the communities that have already lent their support the Bluegrass Recovery Initiative. He complimented Gene Detherage and his leadership.
 - Mayor Bruce Fraley made a motion to commit \$25,000 to the Bluegrass Recovery Initiative. Judge Mike Williams seconded the motion. The motion passed unanimously.

David then called on Departments Heads to give an update from their respective departments.

Department Updates

Aging Department Report

Celeste Robinson indicated that her report can be found on pages 26-27 of the packet. Items of note include:

- Annual OAAPS Federal Funding report was submitted.
- Regional Area Plan draft posted on website for public viewing. Public hearing will be held January 14, 2026 at 10:00 a.m.

- Nutrition funding information request for OIG has been submitted.

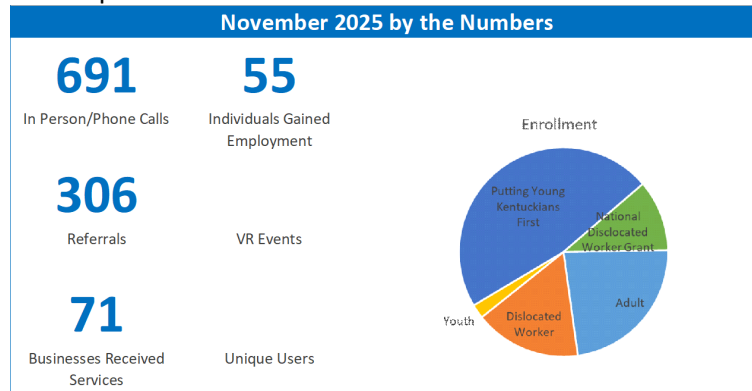
Community Planning Department Report

Logan Hart indicated that his report can be found on pages 28-29 of the report. Items of note include:

- Certified CDBG Administrators
 - David Duttlinger, Logan Hart, Jakob Marsh, Casey Cash, Michael Murphy, and Grace Ragain
- Awarded 2025 CDBG Applications (thus far)
 - Powell County - \$1,500,000
 - Beech Fork Water Treatment Plant Expansion Project
 - City of Hustonville - \$1,250,000
 - Hustonville Water Improvements Project
- CEDs Plan Annual Update
 - Logan called Jakob Marsh, Economic Development Specialist, to review the 2025 CEDS Plan update. He indicated that this was an annual update and not major over haul of the plan.
 - Judge Trille Bottom made a motion to approve the 2025 CEDS Plan Annual Update. Mayor JoEllen Reed seconded the motion. The motion passed unanimously.

Workforce Department Report

Tiffanie Reeves' indicated that the Workforce report can be found on pages 32-33of the packet. She summarized the report and presented numbers as below:



Judge Trille Bottom made a motion to approve the District Staff Report. The motion was seconded by James Caudill. The motion passed unanimously.

Committees & Councils

Bluegrass Area Water Management (409) Council Meeting

Michael Murphy indicated that the Council met on October 17, 2025. John Berlejung with the Kentucky Division of Water talked about DWSRF Project Profiles. The Council will meet again the week of January 12-16.

Bluegrass Economic Development Advisory Council

Jakob Marsh reported that the council met on October 23, 2025. They reviewed the CEDS Annual Update. The next meeting will be on January 15, 2026.

Emergency Preparedness Committee

Michael Murphy reported that the council met on November 12, 2025. Amy Frogue from the Pennrile ADD was the guest speaker. She talked about the use the EDA Disaster Supplemental Grant in her region. The next meeting will be on February 18, 2026.

Bluegrass Regional Planning Council

Linden Smith reported that the council met on November 25, 2025. The council talked about data centers.

Bluegrass Regional Transportation Committee

Logan Hart reported that the council met on November 10, 2025. Rhonda Tilley and Daryn Morris from Fayette County Schools presented on School Bus Safety. The committee will meet again on January 12, 2025.

Tourism, Historic Preservation and Recreation Advisory Committee

Grace Ragain reported that the council met on October 15, 2025 at Pike Street Wine House in Cynthiana. The group talked about the Kentucky River Water Trail Project.

Other Business

There were no other topics to discuss.

Adjournment

There being no further business, the committee asked for a motion to adjourn. James Caudill made a motion to adjourn the meeting. The motion was seconded by Judge Trille Bottom. The motion carried. The meeting was adjourned at 1:18 p.m.



These minutes and attachments having been approved by the Executive Committee of the Bluegrass Area Development District on January 21, 2026 are hereby made part of the permanent records of the district.

A handwritten signature in blue ink, appearing to read 'Steve Hamilton', is written above a horizontal line.

Chair
Judge Steve Hamilton