

Kentucky Bicycle and Bikeway Commission



Agenda KBBC Web broadcast / Conference Regular Meeting
July 8, 2014 at 9:30am EST – (8:30am CST)

Location	Attendee
Lexington, KY	William Gorton (KBBC Chair)
Covington, KY	Jason Ramler (KBBC)
Louisville, KY	Katie McBride (KBBC Treasurer)
Bowling Green, KY	Hellen Siewers (KBBC)
Louisville, KY (phone conference)	Vince Carman
Kentucky Transportation Cabinet Central Office/ Frankfort	Lynn Soporowski (KYTC), Troy Hearn (KYTC), and Ryan Holloran (KYOAG)

- Bring the meeting to order ** Bill
- Approve minutes of last meeting ** Katie made the motion and Jason provided the second
- Treasurer's report **Katie
- Discuss updates for proposed changes to KAR relating to bicycle vehicle use (planning for special meeting)
- Planning for the annual meeting
 - a. Being held at Greenbo State Park
 - b. Confirm dates, schedule, agenda, and speakers
 - c. Adding a day to the schedule for KBBC meeting on Thursday before the Friday & Saturday regular schedule
- Reminder email sent to delinquent reporting programs/agencies
 - a. Sent email reminder on June 10, 2014
 - b. Only organization to respond was the Broke Spoke
 - c. Please review the most recent Paula Nye reporting information (PDF)
- Fayette County Public Schools old Paula Nye grant award
 - a. Update on program and use of unexpended funds
 - b. Reporting responsibilities (who is the person at FCPS)
- Ashland/Boyd Health Department 2011 awarded Paula Nye Grant
 - a. Update on program and use of unexpended funds
 - b. Melanie Bailey said the funds had all been used? If so we need reporting information
 - c. Notification to the organization for return of funds

- Getting ready for the 2014 Paula Nye Memorial Grant funding cycle
 - a. Are there any updates to brochure needed
 - b. Review and possible updates of previous agreement contracts
- Update on the 2014 League of American Bicyclists (LAB) report card for states bicycle friendly status
 - a. Difference between LAB report card and the Alliance for Biking & Walking Bench Mark Report
 - b. Having the newly form statewide advocacy group provide this information in the future

Notes:

- Bill Gorton brought the meeting to order (9:35am EST)
- Bill reviewed the previous meeting notes (April 8th, 2014). Katie made a motion to accept those notes into record; Jason Ramler seconded the motion. All commissioners in attendance voted yes for approval
- Katie gave the treasurers report; paper documents to be distributed at the July 12 meeting. From March 3 to June 14th of 2014 the KBBC account has accrued \$14.87 in interest. The current balance is (July 8, 2014) \$29,948.49. This balance reflects that all checks have cleared from the 2013 awarded Paula Nye Grants. Katie was contacted by the State's Auditors Office of the upcoming reporting requirements. Once this current (2014) audit is completed, the funds from the most recent Share the Road license plates sales and renewals will be deposited into the KBBC bank account.
- Troy offered to assist with this year's audit. Katie commented that this year should be easier because she now has a year of experience with this responsibility.
- The planning for the July Special Meeting has been completed and the agenda has been finalized. Helen offered to provide lunch menus from local restaurants for the KBBC lunch on Saturday. Jason and Katie recommended have the lunch delivered and using the time for lunch as a working lunch meeting. Lynn and Troy reminded the KBBC members to keep the focus for the meeting to the specific KAR changes that have been introduced to the LRC. Bill Gorton and Jason Ramler agreed. Troy offered to provide print outs of the recommended KAR changes and also to have additional printed material for the public comments, and all other related materials for this special meeting. Jason reminded the commission members that each public comment needed to be addressed by the commission. Bill offered to provide side by side comparisons for these (KAR Changes relating to standard bicycle equipment and operation); between KY and other states.
- Jason said his goal of the Special Meeting was to have all of the public comments addressed and to have a KBBC completed/ approved version of the final KAR changes. Katie mentioned that she had received several un-official comments and that most people were

confused between the KRS (KY Laws) and the KAR (KY administrative regulations pertaining to the law it supports).

- Helen informed everyone that parking for the Special Meeting was next to the meeting facility (Mass Media and technical Hall) in the Mimosa Lot. She hopes to have a map to distribute soon.
- Troy confirmed that meeting space and rooms have been reserved for the annual meeting this November. The dates (for now) are November the 13-15. Jason commented that the additional date (Thursday the 13th) may not be necessary if the special meeting's goals are met (completing the KAR reviews and responses to the official comments). Bill recommended that Joe Bowen (the newest KBBC member) may be interested in planning some activities for this year's event. Bill mentioned that the newest member of the commission has shouldered the task of planning the annual event in the past. Bill said; "This is a great way for the new commissioners to get involved and Joe is from the eastern part of the state."
- The issue of delinquent or outstanding awarded funds was addressed and the programs with the longest extensions were noted. Bill has been in communication with one of these organizations (YMCA of Central KY) and asked Troy to wait one more week before additional correspondence was sent about the reporting requirements. The other organizations have been contacted and all correspondence has been recorded.
- Troy recommended that some revisions may be needed to the Paula Nye Memorial Grant applications and the funding agreement contracts. These revisions include: having a specific timeline/deadline for expending the program grant funds and also the requirements associated with returning unexpended funds if the time period has been exceeded. Katie recommended a two years maximum project length with possible requested one-year extension. Troy commented that this specific time period will be helpful when sending out reminders for the required reporting documentation and the time sensitivity associated with these status reports. Bill said he would work on a sample agreement with this specific time line. Troy said he would bring an updated Paula Nye Grant brochure to the special meeting this Saturday for review.
- Katie asked if Schley Cox was going to be working on a Share the Road promotion (getting more folks educated about and to purchase the specialty plate) for this year. Troy commented that that Randy Thomas had previously volunteered to work on this task along with Schley. Katie mentioned that it would be nice to have something ready before the October 1st application deadline for the Paula Nye Grants.
- Troy and Jason provided a recap of the *League of American Bicyclists-State's Report Card* and also the *Alliance for Biking & Walking 2014 Benchmarking Report*. Jason and Troy provided these organizations with the same information. One organization rated KY 47th out of 50, and the other organization gave a much better review of how much money KY uses for pedestrian and cycling infrastructure development. Troy said he would bring copies of these reports to the special meeting this Saturday.

- Bill asked if any further comments or items needed to be mentioned. No one has any additional items.

Meeting adjourned 10:37 AM EST.

DRAFT