

KBBC 2023 3rd Quarter Meeting Minutes

- The meeting was held virtually via Microsoft Teams on August 1, 2023
- In attendance:
 - KBBC Commissioners
 - Helen Bukulmez
 - Bill Gorton
 - Olivia Birkenhauer
 - Ian Ramsey
 - Jeffrey Walther
 - KYTC Staff
 - Keith Lovan
 - Jay Balaji
 - Jake Rice
- The meeting was called to order by Chairperson, Olivia Birkenhauer at 10:04 AM.
- Having a quorum, A motion was made to approve the 2023 2nd Quarter Meeting Minutes and seconded, all were in favor, and motion carried.
- Treasurer report was presented by Ian. He is working on transferring the checking account to the bank in Frankfort that is currently doing business with KYTC. His reasoning was that it would simplify the accounting process and make for a smoother transition moving forward. He also informed the Commission that the auditor has recommended that there be 2 bank accounts created to keep the public funds separated from any funds raised privately. Once bank accounts are set up, he will provide the financial information. He did state that all Paula Nye Grant recipients have cashed their checks.
- There was a brief discussion of the 2023 Paula Nye Grants. Question was asked about eligibility and what information was required in the application. It was noted when the application is posted on the Bike Walk KYTC web page, all of that information is provided in the grant application. Discussion was had about streamlining the process and interviewing prospective applicants. Keith to send out a doodle poll setting up a meeting with Commissioner to discuss applications around Oct 17 followed by a date to set up interviews with prospective applicants, if necessary. The interview requirement is new and will be posted in the application. All of this is contingent upon the number of applications received.
- The date for the Annual Meeting has been set for Nov 2nd and 3rd. It will be held in Lexington at a venue to be determined; hopefully adjacent to one of Lexington's trails. This meeting will be followed by Bike Walk KY's bi-annual retreat on Saturday Nov 4th at the same location.

- The theme of the meeting is “Share the Road Safely”. Meeting will focus on education and safety. Topics to be presented on Friday include but not limited to the rise in the number of E-bikes and what controls, laws, education are needed. Invite someone from People for Bikes or League of American Bicyclist as a guest speaker. Other groups or topics to discuss include Tri-State Trails, Friends of Dawkins Line Rail Trail, update on US Bike Route Program in KY, Riverfront Commons with Will Weber, Brandi Peacher with Town Branch Commons, representative from State Parks to discuss trails within state parks and a representative from Office of Highway Safety.
- Phil and Jeff are working on selecting a venue to host the annual meeting.
- Keith led discussions about KYTC’s accomplishments and activities.
 - KYTC is continuing to conduct training sessions across the state. The remaining sessions are in Louisville Aug 2nd and 3rd., Prestonsburg August 16th, Covington August 30th and Lexington on Oct 17th. All sessions are open to the public and are free however all are full with the exception of Prestonsburg.
 - Continuing to work with the Office of Highway Safety. Plans are underway to conduct a Vulnerable Road Users Safety Assessment required by FHWA. The assessment is due in November. Each state is to use the Vulnerable Road User Safety Assessment Template provided by FHWA to ensure all requirements are met and provide all information necessary for FHWA to approve the process as part of the FHWA SHSP process approval. States can also provide additional information to reflect vulnerable road user safety needs and solutions.
 - Two KY cities applied this spring. Prestonsburg and Dayton. Paint Lick, Wilmore and Calvert City applying this fall. The League will not rank the states this year.
 - Continuing to work on the Complete Streets Review Process to determine if a project has considered all modes of travel and incorporated them into the project.
 - Continuing to work on expanding the US Bike Route System.
 - KYTC is working on defining final routes for USBR 25 and 35
- Jay mentioned that Keith received the APBP 2023 Public Sector Employee of the Year.
- Jake provided the link to the Cabinet’s webpage and information pertaining to Complete Streets
- Meeting was adjourned at 11:04 AM.

**KBBC 3rd Quarter Meeting
200 Mero Street
Frankfort, KY 40601
August 1, 2023 @ 10:00 AM EST**

The meeting will be held virtually via Microsoft Teams (see link on next page)

- Call the meeting to order
- Approval of 2nd Quarter 2023 Meeting Minutes
- Treasurer's report
- Status of 2023 awarded Paula Nye Grants
- Update of KYTC activities
 - Complete Streets
 - FHWA Vulnerable Road User Safety Assessment
 - Bicycle Friendly Communities Program
 - US Bicycle Route System update
- Update of KBBC activities
 - Paula Nye Grant criteria
- Discussion of 2023 Annual Meeting
 - Meeting location
 - Theme, topics, focus items
 - Speakers, presenters, sponsors, etc.
- Additional business or topics
- Adjourn meeting