

**KBBC 4<sup>th</sup> Quarter Meeting Minutes  
200 Mero Street, Room 512  
Frankfort, KY 40622  
October 11, 2019**

**Agenda:**

- Bring the meeting to order
- Approval of 3<sup>rd</sup> Quarter meeting minutes
- Treasurer's report
- 2019 Paula Nye Memorial Education Grant applications review
- Additional business or topics
- Meeting adjourned

**Attendees:**

- KBBC Members: Vince Carman, Douglas Brent, Bill Gorton, Kent Morrison, James Younger
- KBBC Members via phone: Alex Gaddis
- KYTC Staff: Mikael Pelfrey
- Other State Agency Staff: Troy Hearn
- Bluegrass ADD Staff: Natalie Flores-Esquivel

**Minutes:**

- Meeting began at 9:10 AM.
- Having a voting quorum with five commission members in attendance, the commission voted to approve the 3<sup>rd</sup> Quarter meeting minutes. Bill made the motion, and Doug seconded.
- James provided the balances in each account, \$37,775.28 in savings, and \$222.28 in checking. He also mentioned the approved letter sent from the independent audit. It was later determined \$73,476.94 was available through Fiscal Year 2019 Share the Road license plate sales. A continual decline each year in receipts from Share the Road license plates was also noted. The total amount available for Paula Nye Grants was \$111,474.50.

- The discussion then turned to reviewing the 16 Paula Nye Grants. The total amount requested was \$143,957. Alex was able to provide feedback on each grant, but because he wasn't physically in attendance, wasn't a part of the official quorum.
- Because Doug had to leave early, the first application reviewed was the **Hardin-Elizabethtown Composite Mountain Bike Team** as Vince had a personal connection and couldn't vote on approval. Vince provided a brief history of the mountain biking club comprised of 6<sup>th</sup> to 12<sup>th</sup> grade students in Hardin County. Doug made the motion to recommend the grant for the full requested amount of \$5,000.00. Bill seconded, and all were in favor.
- With all grant applications provided via a private link to a website, the commissioners asked if any were weak applications. The **City of Frankfort Police Department** was mentioned as such an example. Bill made a motion to reject it for a lack of detail and use of funds. Kent seconded, and all were in favor.
- Some discussion ensued on those that submit grant applications and were approved every year. The commission wanted to ensure outreach efforts were being made, especially for those that rely on grant funding as a part of their budget. **Greenspace, Inc.** was noted as an example where the commission questioned the educational value and outreach efforts. Vince asked if anyone would make a motion to deny the grant application. Bill made a motion, Kent seconded, and all were in favor.
- The **BikeWalkBG** application was next to be reviewed. It was mentioned that although they may not submit an application yearly, their projects had traditionally been good. In review of the budget, a discussion on trailers ensued. It was decided in future years, budget items would be more heavily scrutinized as a trailer is a large expenditure that could be utilized by other groups, and the commission would prefer, if at the end of use, it was transferred to other like entities. Ultimately, James made a motion to fund the grant in its entirety (\$9,400.00), Doug seconded, and all were in favor.
- Up next was the **Broke Spoke Community Bike Shop** grant application. Because the organization was in Lexington, Bill presented. Doug stated it was an excellent application, and two commissioners specifically wished to keep the application for future use. James questioned the expense of software development on the budget, and it was determined it was not a cost that should be paid for through use of grant funds. Thus, this \$5,000.00 cost was not approved. Workspace rental was another budget item discussed. Bill described their space as a room in the back building of West Sixth Brewing, a local brewery. It was noted rent should be sustainable and the commission would like to see the expense lessened with each passing year. Bill made a motion to approve for \$13,200.00 – the full

amount other than software development. James seconded, and all were in favor.

- The **Campbellsville – Taylor County Trail Town Task Force** was the next grant application reviewed. As with the previous grant, the \$500.00 cost for logo development was questioned, and ultimately struck from the budget. James made a motion to fund the grant for the remainder of \$5,500.00, and Kent seconded. All were in favor.
- The next grant application for consideration was **Green Umbrella/Tri-State Trails**. The commission was aware of their efforts to educate the public in the Cincinnati/Northern Kentucky area, and appreciative the organization also secured funding through other sources. The commission was impressed with their outreach via commercials on popular TV stations, but expressed a desire to see their PSA's and online links. Ultimately James made a motion to approve in full (\$14,000.00), Bill seconded, and all were in favor.
- The next grant discussed was for the **Kentucky Bike Walk Coalition**. Once again, the \$3,000.00 cost for a graphic designer was questioned. It was noted the KBBC should also be a partner in their efforts. Bill made a motion to fund the remaining amount of \$13,800.00, Kent seconded, and all were in favor.
- The grant submitted by the **Lexington Fayette Urban County Government (LFUCG)** was next to be discussed. James mentioned he drove to the meeting from Northern Kentucky and listened to a podcast. Other commissioners stated similarities. Therefore, the commission was not in favor of the budget item for radio ads, as people were more likely to stream services. Bill made a motion to approve the grant, but only for \$10,000.00. Kent seconded, and all were in favor.
- Next up were the three grant applications submitted by Louisville Metro. Mikael noted all three were submitted without official grant application forms. Louisville Metro was a government organization that submitted every year, but those previously responsible had moved on. Eventually it was determined the grant applications would be reviewed based on merit.
- The **Louisville Metro Adult Bike Safety Education 2020** grant application was discussed first out of the group. The commission was fully supportive of clinics and helmets, but not swag (reflective ankle straps). James made a motion to approve for \$4,390.00). Kent seconded, and all were in favor.
- The **Louisville Metro Summer Bike Sense & Bike Sense Cops for Kids Safety Program 2020** was next to be discussed. Once again, the commission was not supportive of the reflective shoelaces and reflective stickers. A motion was made to approve the first two items of the budget for \$9,877.50 by Bill, and seconded by James. All were in favor.
- The **Louisville Metro See and Be Seen Safety Campaign 2020** was the final grant application in the group of three to be reviewed. The commission could not

determine a safety or educational component. A motion was made by James to deny funding of the grant application, and seconded by Bill. All were in favor.

- The **Norton Children's Hospital Foundation** was the next grant application reviewed. Vince mentioned it was a great program, with outreach to many counties through the bicycle safety rodeos, and was an excellent use of funds. Mikael mentioned they provided regular program status updates without reminder. James made a motion to approve for the asking amount of \$16,500.00. Bill seconded, and all were in favor.
- The **YMCA of Greater Cincinnati, Camp Ernst** was presented by James. He mentioned the organization was late with their submittal last year, and did not receive funding, but it was a good program. The instructor cost was discussed, and determined to be an eligible cost. James made a motion to approve in full (\$12,000.00), and Kent seconded. All were in favor.
- The next grant application discussed was **Whitley County Spokespeople Bike Club, Inc.** Vince mentioned the commission would like to encourage bicycle safety and education in more rural counties, if possible. The commission was impressed with the activities the organization was looking to accomplish, with a small amount of funding. Bill made a motion to approve for \$2,146.00, and Kent seconded. All were in favor.
- The last grant application was from **Boone County Public Preschool at Goodridge Elementary**. Again, for a minimal cost, the commission was impressed with the educational element. James motioned to approve for the full \$1,639.80, and Kent seconded. All were in favor.
- At the conclusion of the grant application review, James stated the commission obligated \$5,978.80 more than the amount in the account. Bill suggested cuts of \$1,000.00 to any grant application over \$10,000.00 that received approval. Conveniently, there were six cases. \$21.20 will remain in the account after the awarding of all Paula Nye grants. All grants and their final awards are shown below:
  - BikeWalkBG - \$9,400.00
  - Boone County Public Preschool at Goodridge Elementary - \$1,639.80
  - Broke Spoke Community Bike Shop - \$12,200.00
  - Campbellsville – Taylor County Trail Town Task Force - \$5,500.00
  - Green Umbrella/Tri-State Trails - \$13,000.00
  - Hardin-Elizabethtown Composite Mountain Bike Team - \$5,000.00
  - Kentucky Bike Walk Coalition - \$12,800.00
  - Lexington Fayette Urban County Government (LFUCG) - \$9,000.00
  - Louisville Metro Adult Bike Safety Education 2020 - \$4,390.00
  - Louisville Metro Summer Bike Sense & Bike Sense Cops for Kids Safety Program 2020 - \$9,877.50

- Norton Children's Hospital Foundation - \$15,500.00
- Whitley County Spokespeople Bike Club, Inc. - \$2,146.00
- YMCA of Greater Cincinnati, Camp Ernst - \$11,000.00

The total amount of Paula Nye grant funds provided to these 13 organizations is \$111,453.30. The commission was pleased with the number of grant applications received and the overall quality of the submissions. James will wait until approval before writing any checks.

- During the meeting, Alex emailed the regulations of the bicycle and bikeway program (601 KAR 14:030). Vince requested the commission review these at the next meeting in January 2020 in an attempt to improve the regulation, especially as it relates to Paula Nye Grants to assist organizations with improved guidance.
- Vince stated the KBBC website was cluttered, and he would look to clean it up.
- Mikael provided the commission an update on the status of the state's vacant bicycle and pedestrian coordinator position. He stated five of the 11 applicants met the screening criteria and were offered interviews. Of the five, only two interviewed on September 9, 2019. A preferred candidate was selected, and as of yesterday, the recommendation and accompanying paperwork was approved by KYTC and sent to the state's Personnel Cabinet for approval.
- The sentiment of the commission was to increase awareness moving forward and look to reach more of the state.
- Vince indicated one of the topics for the next meeting would be to discuss where to hold the next annual meeting. It was agreed upon that location matters, and attendance would likely be greater if the event was held in a more central location, rather than far east or west. Efforts should also be made to work with the Kentucky Department of Tourism in order to increase awareness.
- Having no further business to discuss, the meeting was adjourned at 12:25 PM.