The Organizational Management Branch of the Office of Human Resource Management produces the Kentucky Transportation Cabinet (KYTC) Information Guide in an effort to deliver the best possible service to Cabinet customers. The guide includes a Key Words Index, which helps users quickly locate topics of interest. In addition, the guide contains contact information and details about the Cabinet’s organizational structure and operations, thereby enabling customers, as well as employees communicating with customers, to more readily discover whom to contact for assistance.

An online version, which includes links to the websites and charts of the Cabinet’s organizational units, may be accessed from the Cabinet’s Internet home page, under “About Us”: http://transportation.ky.gov/Pages/default.aspx

NOTE: All listings in this guide refer to locations in Frankfort, Kentucky, unless noted otherwise.
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The Cabinet is responsible for maintaining and improving transportation infrastructure of the Commonwealth—including more than 27,000 miles of roadways, 160 licensed airports, and 23 public transportation systems—and for registering approximately 2.7 million licensed drivers and 3.4 million vehicles annually. Moreover, the Cabinet exercises its jurisdiction in the areas of highway safety, public transportation, waterways, railways, aviation, bikeways, and motor vehicle regulation.

MISSION STATEMENT

To provide a safe, efficient, and environmentally sound and fiscally responsible transportation system that delivers economic opportunity and enhances the quality of life in Kentucky.
DIVISION OF ACCOUNTS

◆ Prepares project agreements and submits billings to Federal Highway Administration for its share of cost of contracting projects under Federal Highway Program
◆ Prepares Cabinet’s financial reports and annual GAAP (generally accepted accounting principles)-basis statements
◆ Performs pre-audit examinations and verifications of all accounts payable
◆ Processes all of Cabinet’s financial documents through data entry into Finance and Administration Cabinet’s accounting system
◆ Maintains accounts of vendors, state agencies, and Turnpike Authority of Kentucky
◆ Serves as central repository for Cabinet documents relating to project activity, payments to vendors, and other financial transactions
◆ Maintains files of Official Orders, which serve as documentation of official policies of Cabinet

KEY WORDS

Accounts Payable/Receivable
Cash-Basis Statements
eMARS (Enhanced Management Administrative & Reporting System)
GAAP-Basis Statements
Interaccount Bills
Liens, Vendor
Official Orders
Pay Documents
Procurement Card
Travel Vouchers
EXECUTIVE DIRECTOR  RANDALL ROYER
DEPUTY EXECUTIVE DIRECTOR (VACANT)
LOCATION  TCOB, 4TH FLOOR EAST
PHONE  502-564-6760
FAX  502-564-6766

OFFICE OF AUDITS
◆ Provides auditing functions to meet various needs of Transportation Cabinet management
◆ Comprises two divisions:
  • DIVISION OF ROAD FUND AUDITS
  • DIVISION OF AUDIT SERVICES
Office of Audits

Division of Audit Services

Office of Director

- External Audit Branch
- Internal Audit Branch
- Contract Audit Branch

05-16-2013
Audit Services

DIRECTOR (VACANT)
ASSISTANT DIRECTOR TERI HARMON
LOCATION TCOB, 4TH FLOOR EAST
PHONE 502-564-6760
FAX 502-564-6766

DIVISION OF AUDIT SERVICES

♦ Facilitates work of independent auditors and provides audit responses to Federal Highway Administration, Auditor of Public Accounts, Legislative Research Commission, and Office of Inspector General
♦ Audits all internal Cabinet functions to ensure fiscal and operational compliance
♦ Provides management with an independent appraisal of the Cabinet’s operations and controls in order to determine whether accounting and administrative controls are functioning properly, policies and procedures are being followed, and Cabinet objectives and standards are being met
♦ Performs pre-award, overhead, post-award, and project audits of consultant firms
♦ Audits various Cabinet contracts with third-party entities to ensure compliance with terms of the agreements, laws and regulations, and billing
♦ Investigates allegations of theft or misuse of Cabinet assets

KEY WORDS
Contract Audits
External Audits
Internal Audits
Aviation

**COMMISSIONER**  TODD BLOCH  
**DEPUTY COMMISSIONER**  BRAD SCHWANDT  
**LOCATION**  90 AIRPORT RD  
**PHONE**  502-564-4480  
**FAX**  502-564-7953

**DEPARTMENT OF AVIATION**

♦ Assists in economic development of aviation community  
♦ Provides assistance for safe and efficient development and use of state aviation system  
♦ Provides support in all aviation matters  
♦ Oversees two major programs:
  - Airport Development Program, which provides financial assistance for capital improvement projects to publicly owned public-use airports  
  - Airport Inspection Program, which performs (1) annual certification of airports and heliports and (2) FAA contract inspections  

♦ Comprises two divisions:
  - **CAPITAL CITY AIRPORT DIVISION**  
  - **GREATER COMMONWEALTH AVIATION DIVISION**

For administrative purposes, the **KENTUCKY AIRPORT ZONING COMMISSION** is attached to the Department of Aviation.

**KEY WORDS**

Airport Development Program  FAA Contract Inspections  
Aviation Inspection Program  Licensing, Airport & Heliport
Office of Budget & Fiscal Management

Office of Executive Director

Budget Branch

Division of Accounts
  - Pre-Audit Branch
  - Program Billing Branch
  - General Accounting Branch

Division of Purchases
  - Procurement Branch
  - Contract Oversight Branch

Pre-Audit Section

06-16-2008
EXECUTIVE DIRECTOR       ROBIN BREWER
DEPUTY EXECUTIVE DIRECTOR  VACANT
LOCATION                  TCOB, 6TH FLOOR EAST
PHONE                     502-564-4550
FAX                       502-564-9454

OFFICE OF BUDGET AND FISCAL MANAGEMENT

♦ Serves as Cabinet’s chief financial office
♦ Assists management with specialized statistical reports for decision making and planning in regard to agency programs and financial affairs
♦ Provides direction for budgeting, cash-management, and accounting
♦ Reviews requests for out-of-state travel by Cabinet employees
♦ Coordinates intra-agency and inter-agency projects
♦ Tracks and reviews pending legislation and activities of local and federal governments for any budgetary or programmatic impact on the Cabinet
♦ Provides management with independent appraisal of Cabinet’s operations and controls in order to determine whether accounting and administrative controls are functioning properly, policies and procedures are being followed, and Cabinet objectives and standards are being met
♦ Investigates allegations of theft or misuse of Cabinet assets
♦ Comprises two divisions:
  • Division of Accounts
  • Division of Purchases

KEY WORDS
Appropriations              Fiscal Compliance
Budget                     Misuse of Cabinet Assets
Capital Construction Budgeting  Out-of-State Travel
Expenditures
Capital City Airport

DIRECTOR (VACANT)
ASSISTANT DIRECTOR SCOTT SHANNON
LOCATION 90 AIRPORT RD
PHONE 502-564-0099
FAX 502-564-0172

CAPITAL CITY AIRPORT DIVISION

♦ Supervises and operates the Commonwealth’s fleet of aircraft and arranges charter services for all state agencies
♦ Manages the Capital City Airport, which includes providing hangar and tie-down spaces, fuel, and repair of state, federal, and private aircraft

KEY WORDS

Aircraft Fleet, State
Airport Maintenance
Charter Services, Air
Office for Civil Rights & Small Business Development

Office of Executive Director

Civil Rights Branch

Small Business Development Branch

06-16-2008
Office for Civil Rights & Small Business Development

- Monitors Equal Employment Opportunity (EEO) programs, including enforcement of Titles VI and VII of Civil Rights Act
- Develops and maintains the Cabinet’s Affirmative Action Plan and monitors Cabinet goals for achieving a diverse workplace
- Investigates all complaints of discrimination based on race, sex, religion, disability, national origin, age (40 and over), sexual orientation, veteran status, gender identity, veteran status, disability, political affiliation, or smoking status or in reprisal for opposition to discriminatory practices or participation in the EEO process
- Administers, coordinates, supports, and monitors progress of Disadvantaged Business Enterprise (DBE) Program; Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) Program; Small Business Enterprise (SBE) Program; and Supportive Services/On-the-Job Training Programs, which include technical assistance to program participants
- Publishes directory of certified and prequalified DBE firms
- Certifies small businesses owned and controlled by socially and economically disadvantaged individuals, including minorities and women, to participate in USDOT-assisted contracts in accordance with 49 Code of Federal Regulations 23 and 26 (49 CFR Parts 23 and 26)
- Monitors DBE program participants on USDOT-assisted highway construction and design projects
- Recommends and monitors annual and project goals for DBE participation on USDOT-assisted contracts

Key Words

Affirmative Action  Sexual Harassment
Airport Concessionaire Disadvantaged Business Enterprise Small Business Enterprise Program
Disadvantaged Business Enterprise Program Socially/Economically Disadvantaged
Discrimination, Employee Supportive Services Program
Equal Employment Opportunity Third-Party Challenge
49 CFR Parts 23 and 26 Titles VI and VII
On-the-Job Training (OJT) Program Uniform Certification Program (UCP)
Retaliation, Employee
The Division of Construction administers highway construction contracts from award through project completion, including verification of final estimates.

- Performs routine and final field inspections of roadway and drainage construction to determine compliance with Cabinet policies, procedures, and specifications.

- Reviews and recommends approval of change orders, construction revisions, subcontracts, and semifinal and final estimates.

- Consults with federal, state, and other public or private agencies on matters concerning roadway construction.

- Reviews and makes recommendations on time extensions and liquidated damages and claims relating to construction contracts.

- Provides technical assistance to district offices.

**Key Words**

- Change Orders, Construction Contract
- Claims, Construction
- Contract Administration
- Estimates, Final
- Inspections, Construction
- Specifications, Construction
- Standard Specifications
- Subcontracts
DIVISION OF CONSTRUCTION PROCUREMENT

◆ Administers awarding of road construction contracts, a process that includes:
  • Prequalification of contractors
  • Bid proposal preparation
  • Bid advertisements
  • Bid evaluations
◆ Ensures compliance of proper wage rates
◆ Conducts Equal Employment Opportunity reviews and investigations of contractors
◆ Maintains lists of prequalified bidders for various highway projects and publishes contractors’ directory for public distribution

KEY WORDS
Contract Advertisement
Contract Award
Contract Compliance
Contract Proposal
Customer Service

DIRECTOR  VACANT
ASSISTANT DIRECTOR  MICHAEL MILLER
LOCATION  TCOB, 2ND FLOOR EAST
PHONE  502-564-1257
FAX  502-564-0839

**DIVISION OF CUSTOMER SERVICE**

♦ Serves as the single point of contact for the Department of Vehicle Regulation, facilitating customer-service requests and inquiries by telephone and via the drive.ky.gov website
♦ Maximizes response time for department-wide customer requests and inquiries
♦ Provides uniformity in the dissemination of accurate information to Cabinet customers by maintaining an extensive knowledge-based article library
♦ Follows up with customers to ensure resolution and satisfaction
♦ Communicates with management to ensure compliance with all state laws and regulations

**KEY WORDS**

Customer Service
Customer Service Center
Customer Service Representative
Department of Vehicle Regulation
Division of Driver Licensing

- Administers KRS 186.400–186.649, 187, 189A, and 281A
- Maintains driving history record for each licensed driver in state
- Maintains records of individuals whose privilege to operate motor vehicle has been suspended
- Governs driver license suspensions and revocations and driver limitation programs
- Provides state traffic school programs mandated by statute
- Handles driver license reinstatements, driver licensing hearings, medical review board, commercial driver licenses, and miscellaneous driver licensing services

Key Words

Commercial Driver License (CDL)  Medical Review Board
Driver License  One Stop Shop
Driving History Record  Reinstatement Fees
Graduated Driver Licensing  Traffic School
Hearings, Driver Licensing
Employee Relations

**DIRECTOR** (VACANT)
**ASSISTANT DIRECTOR** (VACANT)
**LOCATION** TCOB, 6TH FLOOR WEST
**PHONE** 502-564-4610
**FAX** 502-564-6683

**DIVISION OF EMPLOYEE RELATIONS**

- Reviews and implements requests for major disciplinary actions, pretermination hearings, grievances, and Equal Employment Opportunity (EEO) complaints, including those pertaining to sexual harassment and Americans with Disabilities Act (ADA)
- Ensures employee compliance with KRSs, KARs, policies, and procedures, particularly KRS 18A, KRS 342, and Title 101 KAR
- Coordinates employee counseling
- Manages development and implementation of employee safety and health program to ensure effective oversight, communication, and training
- Assists in coordinating and monitoring Transportation facilities for compliance with Kentucky Occupational Safety and Health Act (KOSHA) and adherence to Cabinet policies and procedures
- Conducts jobsite safety inspections and annual building inspections for Transportation facilities statewide
- Provides technical assistance and advice to management and employees

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DIVISION OF ENVIRONMENTAL ANALYSIS

♦ Provides environmental guidance relating to Cabinet projects and activities to employees, contractors, and general public
♦ Facilitates Cabinet’s mission of performing in environmentally sound manner by ensuring that planning, design, construction, operation, and maintenance projects and activities that have potential to impact social, economic, or physical environment are identified and evaluated and their impacts minimized
♦ Reviews, prepares, and procures environmental documents, contracts, or actions as made necessary by state and federal environmental laws and regulations
♦ Provides guidance, procedures, and technical assistance to various Cabinet facilities (maintenance garages, rest areas, etc.) to assure compliance with applicable state and federal environmental laws

KEY WORDS

Air Quality
Categorical Exclusions, Environmental
Clean Air Act
Cumulative Impact Assessment
Environmental Analysis (Baseline Studies: Archaeological, Cultural, Historical, Socioeconomical)
Environmental Assessments
Environmental Impact Study
Environmental Process Review

Groundwater Protection Plans
Laboratory Analysis
National Environmental Policy Act
Notice of Violation, Environmental
Resource Conservation Recovery Act
State Implementation Plan
Underground Injection Control
Underground Storage Tanks
Water Quality
**Equipment**

**DIRECTOR**  
VACANT

**ASSISTANT DIRECTOR**  
RICK DURHAM

**LOCATION**  
1234 WILKINSON BLVD

**PHONE**  
502-564-3916

**FAX**  
502-564-3198

**DIVISION OF EQUIPMENT**

♦ Maintains Cabinet’s fleet of more than 10,000 pieces of equipment used in construction and maintenance of state highways

♦ Performs major and minor equipment repairs at 14 repair garages across the state

♦ Prepares specifications for procurement of the Cabinet’s medium/heavy construction and maintenance equipment

♦ Provides equipment repair parts, various operational supplies, and traffic materials to the Cabinet’s operating units (Transportation Warehouse)

♦ Provides services for the disposal and sale of surplus equipment

♦ Maintains and provides Cabinet’s two-way Radio Communication System

♦ Maintains fuel cards and personal identification numbers (PIN) for equipment fueling

♦ Provides any other services or oversight necessary to provide the Cabinet with a functional equipment fleet

**KEY WORDS**

Equipment Auction  
Off-Road Equipment

Equipment Sales  
Road Equipment

Fuel Cards  
Surplus/Salvage Equipment

Mobile Radio Services  
Transportation Warehouse
Facilities Support

DIRECTOR (VACANT)
ASSISTANT DIRECTOR TERRY DENNY
LOCATION 1219 WILKINSON BLVD
PHONE 502-564-0636
FAX 502-564-6754

DIVISION OF FACILITIES SUPPORT

◆ Develops plans and specifications for all new real-property construction projects and building alterations
◆ Manages Cabinet’s Capital Construction projects
◆ Leases all Cabinet property and assigns office space
◆ Maintains, renovates, and repairs Cabinet real property
◆ Maintains inventory records on all Cabinet buildings and lots
◆ Maintains TCOB and statewide building security program (security monitoring)
◆ Oversees Fire and Tornado Insurance Program
◆ Provides indoor signs and nameplates for Cabinet
◆ Manages all Cabinet copy machines
◆ Purchases furniture, engineering and laboratory equipment, and selected specialty items: e.g., U.S. and state flags
◆ Maintains inventory of all equipment and furniture assigned to Cabinet offices statewide
◆ Maintains and repairs office and engineering equipment

KEY WORDS

Building Security Picture Framing
Capital Construction Projects Property Leasing
Fire/Tornado Insurance Property Maintenance
Furniture, Office Purchases: Engineering, Laboratory, Equipment
Inventory, Cabinet Supplies: Office, Engineering, Specialty Items
Office Space
Office of Support Services

Division of Graphic Design & Printing

Office of Director

Design & Print Services Branch

Administrative Services Branch

03-01-2018
DIVISION OF GRAPHIC DESIGN & PRINTING

♦ Facilitates Kentucky Design and Print Services
♦ Administers employee badging system
♦ Coordinates Cabinet events (Conference Center)
♦ Repairs office furniture
♦ Configures office space

KEY WORDS

Badging, Employee       Furniture Repair
Blueprints (Reprographics)       Graphic Design
Conference Center          Office Configuration
Engraving                  Printing
Department of Aviation

Greater Commonwealth Aviation Division

Office of Director

Airport Engineering Branch

Airport Inspection Branch

06-16-2008
GREATER COMMONWEALTH AVIATION DIVISION

♦ Provides assistance for capital-improvement projects to publicly owned public-use airports
♦ Performs annual certification of airports and heliports
♦ Recruits aviation-related businesses to the Commonwealth

KEY WORDS

Airport Projects
Certification, Airports & Heliports
HIGHWAY DESIGN

**DIRECTOR**

**JILL ASHER**

**ASSISTANT DIRECTOR**

(VACANT)

**LOCATION**

TCOB, 5TH FLOOR EAST

**PHONE**

502-564-3280

**FAX**

502-564-3324

**DIVISION OF HIGHWAY DESIGN**

♦ Oversees the development and assists in the management of the design and contract plan preparation of Highway Plan projects

♦ Ensures consistency of projects

♦ Offers technical expertise and assistance to project managers, teams, designers, and others associated with development of highway projects, including:
  
  • Policy interpretation
  • Standard Drawings
  • CADD (Computer-Aided Drafting and Design) techniques and standards
  • Expertise in geometry, design, drainage, survey, and pavement

♦ Facilitates training opportunities for highway design criteria, policies, and procedures

♦ Reviews and assembles project plans and delivers final project to letting process

**KEY WORDS**

CADD
Construction Estimates
Construction Proposals
Drainage, Roadway
Intergovernmental Reviews
Location Engineers
Pavement Design

Pavement Rehabilitation
Plan Processing
Roadway Design Engineering
Signing Plans
Standard Drawings
Survey Coordinator
Office of Highway District 1

Executive Director (CDE)  Kyle Poat
Administrative Coordinator  (Vacant)
Location  5501 Kentucky Dam Rd
          Paducah, KY 42003-9322
Phone  270-898-2431
Fax  270-898-7457

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OFFICE OF HIGHWAY DISTRICT 2

EXECUTIVE DIRECTOR (CDE)  DENEATRA HENDERSON
ADMINISTRATIVE COORDINATOR  (VACANT)
LOCATION  1840 NORTH MAIN ST
            P O Box 600
            MADISONVILLE, KY 42431-0600
PHONE  270-824-7080
FAX  270-824-7091

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Office of Highway District 3

Executive Director (CDE)  Joe Plunk
Administrative Coordinator  Jill Harmon
Location  900 Morgantown Rd
          Bowling Green, KY 42102
Phone  270-746-7898
Fax  270-746-7643

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Office of Highway District 4

Executive Director (CDE)  Paul Sanders
Administrative Coordinator  (Vacant)
Location  634 East Dixie Hwy
          P O Box 309
          Elizabethtown, KY 42702-0309
Phone  270-766-5066 or 800-459-3566
Fax  270-766-5069

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Highway District 5—Louisville

**OFFICE OF HIGHWAY DISTRICT 5**

**EXECUTIVE DIRECTOR (CDE)**  Matt Bullock  
**ADMINISTRATIVE COORDINATOR**  (VACANT)  
**LOCATION**  8310 Westport Rd  
P O Box 22100  
Louisville, KY 40242-3042  
**PHONE**  502-210-5400 or 800-903-5844  
**FAX**  502-210-5494

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**Office of Highway District 6**

**Executive Director (CDE)**  
Bob Yeager

**Administrative Coordinator**  
Candace Link

**Location**  
421 Buttermilk Pike  
Ft. Mitchell, KY 41017

**Phone**  
859-341-2700

**Fax**  
859-341-3661

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Office of Highway District 7

Executive Director (CDE)  Kelly Baker
Administrative Coordinator (Vacant)
Location  763 West New Circle Rd, Bldg 2
          P O Box 11127
          Lexington, KY 40512-0127
Phone  859-246-2355
Fax  859-246-2354

County | Seat       | County  | Seat       |
--------|-------------|---------|------------|
Anderson| Lawrenceburg| Jessamine| Nicholasville|
Bourbon | Paris       | Madison | Richmond   |
Boyle   | Danville    | Mercer  | Harrodsburg|
Clark   | Winchester  | Montgomery | Mt. Sterling|
Fayette | Lexington   | Scott   | Georgetown |
Garrard | Lancaster   |         |           |
Office of Highway District 8

Executive Director (CDE)  TAMRA WILSON
Administrative Coordinator (VACANT)
Location  1660 South Highway 27
          P O Box 780
          Somerset, KY 42502-0780
Phone  606-677-4017
Fax  606-677-4013

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OFFICE OF HIGHWAY DISTRICT 9

EXECUTIVE DIRECTOR (CDE)  STEVE GUNNELL
ADMINISTRATIVE COORDINATOR  VACANT
LOCATION  822 ELIZAVILLE AVE
                      P O BOX 347
                      FLEMINGSBURG, KY 41041-0347
PHONE  606-845-2551
FAX  606-849-2286

COUNTY  SEAT  COUNTY  SEAT
BATH  OWINGSVILLE  GREENUP  GREENUP
BOYD  CATLETTSBURG  LEWIS  VANCEBURG
CARTER  GRAYSON  MASON  MAYSVILLE
ELLIOTT  SANDY HOOK  NICHOLAS  CARLISLE
FLEMING  FLEMINGSBURG  ROWAN  MOREHEAD
Highway District 10—Jackson

Office of Highway District 10

Executive Director (CDE)  Corbett Caudill
Administrative Coordinator  (Vacant)
Location  473 Highway 15 South
          P O Box 621
          Jackson, KY 41339-0621
Phone  606-666-8841
Fax  606-666-7074

County  Seat  County  Seat
BREATHITT  JACKSON  MORGAN  WEST LIBERTY
ESTILL  IRVINE  OWSLEY  BOONEVILLE
LEE  BEATTYVILLE  PERRY  HAZARD
MAGOFFIN  SALYERSVILLE  POWELL  STANTON
MENIFEE  FRENCHBURG  WOLFE  CAMPTON
**Office of Highway District 11**

**Executive Director (CDE)**  
Michael Caleb

**Administrative Coordinator**  
(Vacant)

**Location**  
503 Railroad Ave  
Manchester, KY 40962

**Phone**  
506-598-2145

**Fax**  
506-598-8269

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*Central Office use only*
OFFICE OF HIGHWAY DISTRICT 12

EXECUTIVE DIRECTOR (CDE)  MARY WESTFALL-HOLBROOK
ADMINISTRATIVE COORDINATOR  (VACANT)
LOCATION  109 LORAINE ST
PIKEVILLE, KY 41501-2486
PHONE  606-433-7791
FAX  606-433-7765

COUNTY  SEAT  COUNTY  SEAT
FLOYD  PRESTONSBURG  LETCHER  WHITESBURG
JOHNSON  PAINTSVILLE  MARTIN  INEZ
KNOTT  HINDMAN  PIKE  PIKEVILLE
LAWRENCE  LOUISA
**Department of Highways**

- Administers the development and delivery of highway projects
- Manages the preservation and operations of the state’s highway system as prescribed by law
- Oversees the development and facilitation of the Kentucky’s Strategic Highway Safety Plan and the Highways Safety Plan as required by the Federal Highway Administration and the National Highway Traffic Safety Administration
- Promotes avenues for effective training for engineers throughout their careers
- Facilitates recruitment of scholarship, co-op, and other engineering-related positions
- Comprises 15 offices:
  - Office of Project Development (6 divisions)
  - Office of Project Delivery and Preservation (6 divisions)
  - Office of Highway Safety (2 divisions)
  - Offices of Highway Districts 1—12

**Key Words**

Engineering Recruitment
Engineering Training
Department of Highways

Office of Highway Safety

Office of Executive Director

Motorcycle Advisory Commission for Highway Safety*

Division of Incident Management

Transportation Operations Center Branch

Roadway Assistance Branch

Motorcycle Safety Education Advisory Commission*

Division of Highway Safety Programs

Safety Education Branch

Grants Management Branch

Safety Patrol West Section

Safety Patrol Central Section

Safety Patrol East Section

*Attached for Administrative Purposes

06-16-2008
OFFICE OF HIGHWAY SAFETY

♦ Provides uniformity in analysis, evaluation, coordination, and communication of highway- and traffic-safety data
♦ Facilitates development of partnerships with various agencies whose disciplines are engineering, education, enforcement, and emergency medical services
♦ Enhances and extends educational highway- and traffic-safety programs
♦ Comprises two divisions:
  • DIVISION OF INCIDENT MANAGEMENT
  • DIVISION OF HIGHWAY SAFETY PROGRAMS

For administrative purposes, the Motorcycle Advisory Commission for Highway Safety and the Motorcycle Safety Education Advisory Commission are attached to the Office of Highway Safety.
Office of Highway Safety

Division of Highway Safety Programs

Office of Director

Safety Education Branch

Grants Management Branch

01-16-2009
Highway Safety Programs

DIRECTOR                              (VACANT)
ASSISTANT DIRECTOR                    RYAN FISHER
LOCATION                              TCOB, 4TH FLOOR WEST
PHONE                                 502-564-1438
FAX                                   502-564-2629

**Division of Highway Safety Programs**

✦ Develops and facilitates Kentucky’s Strategic Highway Safety Plan (SHSP) and the Highways Safety Plan (HSP) as required by the Federal Highway Administration (FHWA) and the National Highway Traffic Safety Administration (NHTSA), respectively
✦ Analyzes and evaluates highway- and traffic-safety data and programs
✦ Maintains a Traffic Records System for identifying locations and causes of crashes
✦ Solicits grant applications from public and private entities within Kentucky for the delivery of highway-safety initiatives relating to enforcement, education, engineering, and emergency response and monitors and accounts for all grant monies
✦ Delivers traffic-safety programs to support civic, school, local-government, and citizen groups across the Commonwealth

**Key Words**

Buckle-That-Child Hotline            Highway Safety Data
Child Passenger Safety               Judgment Day
CRASH Database                       Mock Crashes
Driver Improvement Course            Operation Drive Smart Blitz
Drive Smart Kentucky                 Radar Trailers
Drive Smart Kentucky Bear            Rollover Simulator
Fatal Vision Goggles                 Safety City
Ghost Outs                           Strategic Highway Safety Plan
Governor’s Executive Committee on Highway Safety
Grants, Highway Traffic Safety        Traffic Records System

*Acting*
Human Resource Management

Executive Director: Tracy Hyatt
Deputy Executive Director: Vacant
Location: TCOB, 6th Floor West
Phone: 502-564-4610
Fax: 502-564-6683 / 0845

Office of Human Resource Management

- Oversees the administration of:
  - Personnel records
  - Employee benefits
  - Payroll records
  - Employee performance evaluations
  - Structural reorganizations
  - Policy Manuals Program
  - Forms Program

- Ensures regulatory compliance and discipline
- Provides employee-training workshops
- Secures safe and healthful work environment
- Comprises three divisions:
  - Division of Personnel Management (Intranet Only)
  - Division of Employee Relations (Intranet Only)
  - Division of Professional Development and Organizational Management (Intranet Only)
Incident Management

DIRECTOR (VACANT)
ASSISTANT DIRECTOR (VACANT)
LOCATION TCOB, 1ST FLOOR EAST
PHONE 502-564-2080
FAX 502-564-2978

DIVISION OF INCIDENT MANAGEMENT

♦ Gathers critical highway-condition and weather information on 24-hour, 7-day basis for dissemination to highway users and for coordination such information with regional transportation systems currently operating in three major urban areas:
  • Lexington
  • Louisville
  • Northern Kentucky-Cincinnati

♦ Oversees Safety Assistance for Freeway Emergencies (SAFE) Patrols, which provide assistance and security for disabled vehicles and their drivers along major thoroughfares in highway districts

♦ Develop and maintain equipment to patrol high-traffic-volume routes, such as interstate roads and parkways

KEY WORDS
Emergency Response            Traffic Conditions
511                            Weather Monitoring
SAFE Patrols
Information Technology

Executive Director: Heather Stout
Deputy Executive Director: Kenneth Jones
Location: TCOB, 4th Floor West
Phone: 502-564-8900
Fax: 502-564-3174

Office of Information Technology

- Serves as primary contact with Commonwealth Office of Technology (COT)
- Interacts with other government, industry, association, and private entities on matters pertaining to information technology and telecommunications
- Comprises six branches:
  - **Business Support Branch** works directly with KYTC customers, vendors, and other government cabinets. The branch offers IT solutions, which include consulting, systems analysis, project management, technical documentation, and project lifecycle recommendations.
  - **Application Development Branch** designs, develops, and maintains all custom PC-based software applications.
  - **GIS Support Branch** provides ongoing support and growth of the Cabinet’s geographical information system (GIS) program.
  - **Operations Support Branch** serves as the technical point of contact with COT regarding infrastructure services, including security, telecommunications, desktop support, and billing review. The branch coordinates KYTC IT requests regarding PCs, laptops, printers, phones, and Blackberries, software, network and mainframe accounts, mailboxes, database issues, security exemptions, and VPN accounts.
  - **Enterprise Data Services Branch** analyzes vital business data, determines gaps and redundancies, improves and protects quality and accessibility, governs and enforces data standards, stewardship, and procedures put in place by the data management function.
  - **Emerging Technology Branch** provides and coordinates collaborative technology and social networking applications (SharePoint, for example) and Internet and Intranet services for the Cabinet.
## Inspector General

### Executive Director
Maryellen Mynear

### Deputy Executive Director
(Vacant)

### Location
700 Louisville Rd (Berry Mansion)

### Phone
502-564-0501 or 866-598-2644

### Fax
502-564-6862

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### Office of Inspector General

- Ensures accountability and efficiency within the Transportation Cabinet by investigating claims of waste, fraud, and abuse of Cabinet resources.
- Investigates allegations of criminal acts and administrative wrongdoing by Cabinet employees, contractors, or others doing business with the Cabinet.
- Serves as primary contact and coordinator of external investigations involving the Cabinet and its employees.
- Provides recommendations to the Secretary to ensure program integrity.
- Works closely with the Office of Legal Services, Office of Personnel Management, Office for Civil Rights and Small Business Development, and Cabinet department heads.
- Provides employees with readily available and safe environment to report allegations of wrongdoing, regardless of geographic or organizational origin, without fear of reprisal.

### Key Words

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<td>Program Compliance</td>
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Kentucky Airport Zoning Commission

ADMINISTRATOR  RANDALL ROYER
LOCATION        90 AIRPORT RD
PHONE           502-564-0099
FAX             502-564-0172

Kentucky Airport Zoning Commission, attached to the Transportation Cabinet for administrative purposes:

♦ Issues permits for structures on all public-use airports and heliports, seaplane bases, and military airports
♦ Issues permits for all structures off airport property that exceed 200 feet above ground level
♦ Ensures a safe and efficient air navigation system for the Commonwealth
Kentucky Motor Vehicle Commission

EXECUTIVE DIRECTOR          CARLOS CASSADY
DEPUTY EXECUTIVE DIRECTOR     (VACANT)
LOCATION                      105 SEA HERO RD, SUITE 1
PHONE                         502-573-1000
FAX                           502-573-1003

Kentucky Motor Vehicle Commission, attached to the Transportation Cabinet for administrative purposes:

♦ Licenses motor vehicle dealers, salespersons, manufacturers, distributors, and their representatives who advise new motor vehicle dealers in Kentucky per KRS Chapter 190
♦ Provides protection of consumers’ rights by investigating complaints against dealerships
♦ Issues administrative citations to dealers who fail to comply with laws governing motor vehicle sales

Key Words

Auto Dealer: Citations, Complaints Against, False Advertisement, Licensing, Rights Protection
Motor Vehicle Manufacturers/Distributors
Office of Legal Services

♦ Represents and advises Transportation Cabinet officials in all legal matters
♦ Drafts and reviews:
  • Contracts
  • Memoranda of Agreement
  • Official Orders
  • Policy Manuals
♦ Investigates and defends Cabinet-related claims filed with the Board of Claims
♦ Defends Transportation Cabinet in civil litigation
♦ Pursues collections of debts owed to the Cabinet
♦ Conducts general litigation, including enforcement actions relating to:
  • Civil Rights
  • Condemnations
  • Contractor Claims and Liens
  • Encroachments
  • Junkyards and Billboards
  • Motor Fuels and Usage-Tax Appeals
  • Personnel Issues
  • Vehicle Regulation
♦ Processes Open Records requests
♦ Administers the Cabinet’s Records Retention Schedule
♦ Drafts, reviews, and approves Administrative Regulations for the Cabinet

Key Words

Administrative Regulations  Legislation
Board of Claims  Open Records
Civil Litigation  Personnel Board Hearings
Collections of Debts  Property Damage Claims
Condemnation  Records Retention
First Report of Injury or Illness (IA-1)  Reverse Condemnation
Hearings
Local Programs

EXECUTIVE DIRECTOR  (VACANT)
DEPUTY EXECUTIVE DIRECTOR (VACANT)
LOCATION  TCOB, 6TH FLOOR EAST
PHONE  502-564-2060
FAX  502-564-6615

Office of Local Programs

◆ Administers federally funded reimbursement programs and other programs as determined by the Secretary of Transportation Cabinet

Key Words

Congestion Mitigation and Air Quality (CMAQ)
National Scenic Byways Program
Safe Routes to School Program (SRTS)
Transportation Alternatives Program (TAP)
Transportation, Community and Systems Preservation (TCSP)
Transportation Enhancement Program (TE)
DIVISION OF MAINTENANCE

- Develops and monitors minimum standards of maintenance for state highway system
- Coordinates allocation of personnel and resources among highway districts
- Provides maintenance-related data collection for use by highways districts
- Coordinates winter and emergency roadway maintenance
- Coordinates roadway and bridge contract maintenance projects
- Coordinates various permit applications
- Manufactures highway signs for distribution to the districts
- Collects, refurbishes, and redistributes guardrail
- Reviews and processes permit applications for various roadway encroachments
- Coordinates bridge inspection program for all public bridges
- Prepares bridge-repair contracts
- Determines bridge-weight restrictions
- Conducts ride-quality testing of state-maintained roadways
- Prioritizes pavement rehabilitation and resurfacing projects
- Administers Maintenance Rating Program
- Oversees Intelligent Transportation System efforts
- Prepares contracts for various roadway repair work
- Coordinates panel-sign programs
- Administers rest-area maintenance contracts
- Coordinates statewide snow-and-ice response efforts
- Develops and oversees district maintenance budgets
- Administers mowing, striping, and other roadway-maintenance contracts
- Manufactures highway signs for distribution to the district

KEY WORDS

Bridge Maintenance  Pavement Maintenance
Maintenance Management  Roadside Maintenance
Maintenance Standards  Winter Roadway Maintenance
Division of Materials

Office of Director

Structural Materials Branch

- Aggregate Section
- Chemical Section
- Concrete & Physical Properties Section

Asphalt Branch

- Liquid Asphalt Section
- Asphalt Mixture Testing Section

06-16-2008
**DIRECTOR**  
**ALLEN MYERS**

**ASSISTANT DIRECTOR**  
**(VACANT)**

**LOCATION**  
**1227 WILKINSON BLVD**

**PHONE**  
**502-564-3160**

**FAX**  
**502-564-7034**

**DIVISION OF MATERIALS**

- Establishes standards and controls for quality of materials used in construction and maintenance of highways
- Assists in developing standards and specifications for materials
- Establishes and supervises materials testing procedures
- Performs and approves acceptance testing of materials
- Conducts tests or investigations to determine suitability of locally available materials
- Coordinates training and qualification of technicians, district materials laboratories, and contractor laboratories that perform acceptance sampling and testing of materials

**KEY WORDS**

Materials Specifications  
Materials Standards  
Materials Testing
**Director**  
(Vacant)

**Assistant Director**  
Mary Morris

**Location**  
TCOB, 2nd Floor East

**Phone**  
502-564-1257

**Fax**  
502-564-2132

---

**Division of Motor Carriers**

- Regulates all for-hire transportation in Kentucky per KRS 281
- Issues all overweight and overdimensional permits to trucking companies in Kentucky
- Collects fuel and supplemental highway-user taxes from motor carriers per KRS 138.655–138.725
- Regulates rates charged and services rendered by for-hire carriers of property and passengers
- Administers International Registration Plan (IRP)

---

**Key Words**

- Apportioned Registration
- Authority by Wire
- For-Hire Transportation
- Highway User Tax Collection
- IFTA (International Fuel Tax Agreement)
- IRP (International Registration Plan)

- Licenses: Bus, KYU, Limousine, Solid-Waste Transporter, Taxicab
- Nonemergency Transportation
- Permits: Fuel, Overweight / Overdimensional, Temporary, U Drive-It
- Tariffs and Rate Filings
- VIN (Vehicle Identification Number)
DIVISION OF MOTOR VEHICLE LICENSING

- Enables Kentucky’s county clerks to perform all transactions related to titling and registering all vehicles, trailers, and boats in accordance with KRS 186 and 186A
- Comprises 2 branches:
  - Registration Branch registers all vehicles, issues all license plates and decals, and handles all dealer refunds; Help Desk answers all customer calls and handles weekly and monthly clerk payments.
  - Title Branch processes and distributes all paperwork relating to vehicle and boat titling.

KEY WORDS

<table>
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<tr>
<th>Boats</th>
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<tr>
<td>Disabled Parking</td>
<td>Salvage Titles</td>
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<td>Temporary Tags</td>
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<td>Rebuilts</td>
<td>Titles</td>
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DIVISION OF PERSONNEL MANAGEMENT

♦ Reviews, approves, and processes employee/position actions
♦ Administers payroll and employee benefits
♦ Recommends staffing levels per employment needs and availability of funds
♦ Interprets personnel statutes, regulations, policies, and procedures
♦ Provides technical assistance and advice to management and employees

KEY WORDS

Benefits, Employee  Leave Sharing, Annual or Sick
Classifications, Employee  Payroll
Employment Practices  Personnel Records
Insurance, Employee  Tax Deductions
Leave, Family Medical  Withholdings, Employee
DIVISION OF PLANNING

♦ Collects and maintains highway data to provide basis for projects and programs that Cabinet implements
♦ Maintains GIS transportation base map
♦ Prepares and submits various planning-related reports to Federal Highway Administration
♦ Identifies and analyzes needs for highways and other transportation modes
♦ Coordinates metropolitan, urban, rural, and statewide transportation planning
♦ Performs planning for railroads, river ports, freight movement, ferries, park-and-ride lots, and bicycle trails and tours
♦ Generates traffic projections
♦ Performs regional air-quality conformity

For administrative purposes, the Kentucky Bicycle and Bikeway Commission is attached to the Division of Planning.

KEY WORDS

Access Management Metropolitan Planning Organizations
Air Quality Official State Highway Map
Area Development Districts Park-and-Ride Lots
Bicycle & Pedestrian Program Planning Studies
Coal Haul System Rail Planning
Congestion Management River Ports
Ferry Operations Program Traffic Counts
Geographic Information Systems Traffic Forecasting
Highway Information System Transportation Plans
Highway Mapping Weigh in Motion
Highway Performance Monitoring System
Office of Human Resource Management

Division of Professional Development & Organizational Management

Office of Director

Professional Development Branch

Organizational Management Branch

06-16-2008
**DIVISION OF PROFESSIONAL DEVELOPMENT & ORGANIZATIONAL MANAGEMENT**

- Develops and conducts training workshops, including orientation and in-service training
- Enrolls Cabinet employees in workshops conducted by other training providers
- Maintains Cabinet training records
- Administers Advanced Leadership Academy (ALA), Roadmap Program, Guiding Potential Supervisors (GPS) Program, and Supervisor Training and Resources (STAR) Program
- Oversees Educational Assistance Program for the Cabinet
- Manages Civil Engineering Scholarship Program and Civil Engineering Technology Scholarship Program
- Tracks budget and processes payments for external training, employee physical exams, and drug testing
- Tracks renewal of professional licenses of employees, including CDLs
- Oversees Employee Suggestion Program
- Administers Employee Performance Evaluation records
- Designs and administers Cabinet policy manuals, forms, organizational charts, management contact listings, and other organizational documents
- Drafts Executive and Administrative Orders for Cabinet reorganizations
- Drafts Official Orders for Cabinet
- Manages Intranet and Internet sites for Office of Human Resource Management (OHRM)
- Maintains distribution lists of all Central Office personnel and all Cabinet management personnel and serves as primary postmaster for the Cabinet
- Coordinates development and implementation of strategic plan for OHRM

**Key Words**

- Advanced Leadership Academy (ALA)
- Orientation Training
- Civil Engineering Scholarship Programs
- Policy Manuals, Cabinet
- Educational Assistance
- Postmasters
- Employee Suggestion Program
- Professional Licenses (CDLs)
- Evaluations, Employee Performance
- Reorganizations
- Forms, Cabinet
- Roadmap Program
- GPS Program
- STAR Program
- Leadership Training
- Strategic Plan, OHRM
- Management Contact Listings
- Training Records
- Official Orders
- Training Workshops
- Organizational Charts
- Websites, OHRM
Office of Project Development

Division of Professional Services

Office of Director

Administrative Section  Technical Section
DIVISION OF PROFESSIONAL SERVICES

♦ Develops measures to ensure transportation planning needs are defined in projects that generate envisioned Cabinet and stakeholder outcomes through successful project management practices
♦ Supports procurement of professional consultant services for project development needs
♦ Coordinates and maintains the prequalification status of consultants for the Cabinet
♦ Develops monthly advertisements for project-specific and statewide engineering services
♦ Prepares the consultant selection committees and oversees the qualifications-based selection process
♦ Negotiates an appropriate fee and issues a contract with the selected consultant for engineering services
♦ Processes final pay estimates for all consultant contracts

KEY WORDS

Consultant Services
Engineering Procurement
Prequalification
Project Development
Project Management
Qualifications-Based Selection (QBS)
Request for Proposal (RFP)
Program Management

Director
RON RIGNEY
Assistant Director
(VACANT)
Location
TCOB, 6TH FLOOR EAST
Phone
502-564-3388
Fax
502-564-4809

Division of Program Management

- Develops and monitors Six-Year Highway Plan (SYP)
- Develops and monitors Statewide Transportation Improvement Program (STIP)
- Monitors project expenditures for “cash flow balances”
- Processes requests for state and federal funding
- Prepares state and federal funding authorization documents
- Monitors Oracle SYP Preconstruction Status System and prepares monthly reports
- Provides and maintains web-based location maps of SYP projects
- Monitors federal funding and prepares weekly reports
- Prepares Federal Discretionary Funding applications
- Coordinates federal funding eligibility checks for Congressional-earmarked projects
- Prepares ad-hoc special reports for Congressional members, Governor, Kentucky legislators, Federal Highway Administration (FHWA), Secretary of Transportation, Commissioner of Highways, State Highway Engineer and staff, Central Office divisions, KYTC districts, and open-records requests
- Performs Geographic Information Systems (GIS) and dynamic Internet data collection

Key Words

Cash Flow Balances
Federal-Aid Funds
Federal-Aid Program
Federal Discretionary Funding
Federal Highway Administration
Geographic Information Systems
HB 655 Requests & Other Project Requests
Preconstruction Status Report

Project Authorization
Project Mapping
PR-1 Federal Funding Programming
Six-Year Highway Plan
State Transportation Improvement Program
TC-10 State Funding Authorization Document & Funding Request
Web Reporting
OFFICE OF PROJECT DELIVERY AND PRESERVATION

- Formulates and implements all construction phases of state highway projects, including construction procurement and materials utilization
- Formulates and implements all policies and procedures pertaining to maintenance, traffic control, and equipment utilization for the state highway system
- Coordinates with planning, pavement-management, and bridge-management functions to optimize the highway system
- Comprises six divisions:
  - DIVISION OF CONSTRUCTION
  - DIVISION OF MATERIALS
  - DIVISION OF CONSTRUCTION PROCUREMENT
  - DIVISION OF MAINTENANCE
  - DIVISION OF TRAFFIC OPERATIONS
  - DIVISION OF EQUIPMENT
Office of Project Development

- Manages work in the development phase of highway projects, including:
  - Planning
  - Bridge and Highway Design
  - Environmental Components
  - Consultant Prequalification and Selection
  - Right-of-Way Acquisition
  - Utility Relocation

- Comprises six divisions:
  - Division of Structural Design
  - Division of Highway Design
  - Division of Environmental Analysis
  - Division of Planning
  - Division of Right of Way and Utilities
  - Division of Professional Services
**Public Affairs**

**EXECUTIVE DIRECTOR**  NAITORE DJIGBENOU  
**DEPUTY EXECUTIVE DIRECTOR**  CHUCK WOLFE  
**LOCATION**  TCOB, 6TH FLOOR WEST  
**PHONE**  502-564-3419  
**FAX**  502-564-4809

**Office of Public Affairs**

- Manages communications with the media, general public, and Cabinet employees
- Disseminates information about Cabinet services, functions, and activities by issuing informational/educational materials, publications, and press releases, as well as by presenting promotional campaigns, special events, and speeches
- Issues a monthly employee newsletter that covers Cabinet issues, activities, and awards
- Manages Adopt-A-Highway Program
- Develops and produces various maps and brochures
- Promotes various Cabinet programs, including Drive Smart Kentucky, Kentucky Engineering Exposure Network (KEEN), and Wildflower Program

**Key Words**

- Adopt-a-Highway Program
- Promotional Events
- Media Relations
- Public Educational Materials
- Newsletter, Employee
- Public Relations
Purchases

DIRECTOR  JODYI HALL
ASSISTANT DIRECTOR  LAURA HAGAN
LOCATION  TCOB, 4TH FLOOR EAST
PHONE  502-564-4630
FAX  502-564-7069

DIVISION OF PURCHASES

♦ Implements programs and practices for purchases of supplies, equipment, materials, and services
♦ Provides guidance and uniformity in interpretation and administration of laws, policies, rules, and regulations that apply to purchasing operations
♦ Assists with and processes purchasing documents
♦ Prepares bid specifications, issues invitations to bid, and awards bids on all delegated items
♦ Handles emergency purchases and special authorities purchases
♦ Handles the solicitation process for establishment of personal service contracts, excluding those for engineering services and legal services
♦ Provides oversight of memorandums of agreement between Cabinet and other governmental entities and political subdivisions

KEY WORDS

Commodities/Services Procurement  Purchase Orders
Commodity Codes, Miscellaneous  Purchase Requisitions
eMARS (Enhanced Management Administrative & Reporting System) Security  Purchases, Delegated
Memorandums of Agreement  Purchases, Emergency
Payment Authorization, Delegated Purchases  Purchases, Small
Personal Service Contracts  Vendor Applications
Right of Way & Utilities

DIRECTOR DEAN LOY
ASSISTANT DIRECTOR CHARLES HALE
LOCATION TCOB, 5TH FLOOR EAST
PHONE 502-564-3210
FAX 502-564-0505

DIVISION OF RIGHT OF WAY AND UTILITIES

♦ Acquires rights of way
♦ Relocates affected families, businesses, and utilities
♦ Provides safety improvements to highway railroad crossings
♦ Provides technical guidance to district offices, including final approval of:
  • Appraisals
  • Relocation benefits
  • Utility agreements

KEY WORDS
Acquisitions, Right-of-Way
Appraisals, Right-of-Way
Negotiations, Right-of-Way
Railroad Crossings
Rail Safety Program

Relocation Assistance Program
Surplus Property
Utility Facilities
Utility Relocation
Road Fund Audits

DIVISION OF ROAD FUND AUDITS

♦ Conducts Kentucky Highway Use (KYU) audits of more than 67,000 trucking companies traveling in Kentucky to ensure compliance with weight-distance tax laws
♦ Performs fuel-tax audits in conformity with International Fuel Tax Agreement (IFTA)
♦ Audits motor carriers with apportioned registration applications as required by Motor Vehicle International Registration Plan (IRP)
♦ Conducts intrastate fuel-tax audits on Kentucky-based carriers (KIT)
♦ Audits more than 900 permit holders that lease or rent automobiles to ensure compliance with U-Drive-It tax laws

KEY WORDS

IFTA Audits
IRP Audits
KIT Audits

KYU Audits
Lease/Rent Permit Holders Audits
Motor Carriers Audits
Department of Rural & Municipal Aid
COMMISSIONER  
DEPUTY COMMISSIONER (VACANT)  
LOCATION TCOB, 6TH FLOOR EAST  
PHONE 502-564-2060  
FAX 502-564-6615

DEPARTMENT OF RURAL AND MUNICIPAL AID

Comprises the following offices, which provide both state and federal funding to local communities:

- **Office of Local Programs**
- **Office of Rural and Secondary Roads**
EXECUTIVE DIRECTOR (VACANT)
DEPUTY EXECUTIVE DIRECTOR (VACANT)
LOCATION TCOB, 6TH FLOOR EAST
PHONE 502-564-2060
FAX 502-564-6615

OFFICE OF RURAL AND SECONDARY ROADS

- Administers the following programs, which are dedicated to helping local governments improve their rural community roads:
  - County Road Aid Funding
  - Municipal Road Aid Funding
  - Rural / Secondary Funding

KEY WORDS

County Road Aid Funding
Municipal Road Aid Funding
Rural / Secondary Funding
State Highway Engineer

STATE HIGHWAY ENGINEER ANDY BARBER
DEPUTY STATE HIGHWAY ENGINEERS VACANT
VACANT
LOCATION TCOB, 6TH FLOOR EAST
PHONE 502-564-3730
FAX 502-564-2277

STATE HIGHWAY ENGINEER

As chief technical advisor to the Commissioner of Highways, the State Highway Engineer directs all engineering and support functions of the Department of Highways at both the Central Office and the District Office levels. Each Deputy State Highway Engineer works with the State Highway Engineer, managing and coordinating engineering and support functions of the Department of Highways. Responsibilities include:

♦ Coordinating efforts among project teams, Cabinet divisions, and other agencies, including the Federal Highway Administration
♦ Establishing and monitoring project priorities and schedules
♦ Monitoring project budgets, expenditures, and authorizations to predict and control cash flow requirements
♦ Assisting project team in satisfying National Environmental Policy Act (NEPA) requirements
♦ Responding to inquiries and concerns from individuals, public officials, and agencies relative to projects and highway programs
♦ Researching and developing improvements in engineering efficiency

KEY WORDS
Cash Flow & Budgets NEPA Requirements
Change Order Review Permits, Encroachment
Engineering Research Policy Development, Highway
Engineering Technology Program Development, Highway
Highway Program Management Project Development Training
DIVISION OF STRUCTURAL DESIGN

♦ Designs bridge replacement, rehabilitation, and widening, as well as new bridge projects
♦ Performs geotechnical drilling, engineering, and lab testing for roadway, structure, construction, and landslide projects

KEY WORDS

Bridge Design Geotechnical Drilling
Bridge Rehabilitation Geotechnical Engineering
Bridge Replacement Geotechnical Testing
Bridge Widening
Support Services

**EXECUTIVE DIRECTOR**  VACANT
**DEPUTY EXECUTIVE DIRECTOR**  VACANT
**LOCATION**  1219 WILKINSON BLVD  TCOB, 1ST FLOOR EAST
**PHONE**  502-564-2326  502-564-5039
**FAX**  502-564-6754  502-564-2629

**Office of Support Services**

Comprises two divisions:

**Division of Facilities Support (Intranet Only),** which:
- Maintains the building security program (TCOB, 1st Floor)
- Oversees the administration of the Cabinet’s capital construction projects (1219 Wilkinson Blvd)
- Manages Cabinet facilities statewide, including office supplies, equipment, and furniture (1219 Wilkinson Blvd)

**Division of Graphic Design and Printing (Intranet Only),** which:
- Facilitates Kentucky Design and Print Services (TCOB, 1st Floor)
- Administers the employee badging system (TCOB, 1st Floor)
- Coordinates Cabinet events in Conference Center (TCOB, 1st Floor)
Office of Director

Administrative Support Section

Systems Operations Branch

Electronic Shop

Traffic Engineering Branch

Traffic Design Services Branch

Division of Traffic Operations

01-16-2010
Traffic Operations

DIRECTOR
JEFF WOLFE

ASSISTANT DIRECTOR
(VACANT)

LOCATION
TCOB, 3RD FLOOR EAST

PHONE
502-564-3020

FAX
502-564-7759

DIVISION OF TRAFFIC OPERATIONS

- Formulates, interprets, and distributes policies, regulations, and rules related to traffic operations
- Supports districts in installation, maintenance, and operation of traffic-control devices (including traffic signals, flashing beacons, and school flashers) and roadway lighting (including interchange, intersection, continuous, bridge, navigational, and aviation-obstruction lighting)
- Provides traffic-engineering support to the districts and the project-development process
- Leads efforts to improve traffic flow through use of coordinated traffic-signal systems and communication networks that monitor signal performance
- Provides design services to project-development process by developing and reviewing electrical traffic-control devices and roadway-lighting plans
- Administers Highway Safety Improvement Program (HSIP) and pursues deployment of infrastructure-related safety improvements
- Performs inspection services for electrical traffic-control devices and roadway lighting installed through the project-delivery and permit processes

KEY WORDS

- Electrical Traffic-Control Devices
- Highway Safety Improvement Program (HSIP)
- Lights, Navigational
- Lights, Roadway

- Traffic Engineering
- Traffic Flow
- Traffic Signals
- Traffic Signal Systems
Transportation Delivery

EXECUTIVE DIRECTOR  VACANT
DEPUTY EXECUTIVE DIRECTOR  VACANT
LOCATION  TCOB, 3rd Floor East
PHONE  502-564-7433
FAX  502-564-2058

Office of Transportation Delivery

♦ Provides public-transit and human-services transportation delivery
♦ Implements statewide public-transit grants and contracts
♦ Maintains state carpool program
♦ Administers transit drug and alcohol program

Key Words

Carpool/Energy  Nonpublic School Bus Transportation
Coordinated Transportation  Public Transportation
FTA (Federal Transit Administration) Grants  Transit Drug & Alcohol Program
Job Access/Reverse Commute  United We Ride
Human Services Transportation Delivery  Vocational Rehabilitation Program
New Freedom Initiative  (Department of Blind Transportation)
Nonemergency Medical Transportation
**Vehicle Regulation**

**COMMISSIONER** (VACANT)
**DEPUTY COMMISSIONER** (VACANT)
**LOCATION** TCOB, 2ND FLOOR EAST
**PHONE** 502-564-7000
**FAX** 502-564-6403

**DEPARTMENT OF VEHICLE REGULATION**

- Administers policies and procedures set forth by the Transportation Secretary
- Provides services mandated by KRS 138, 186, 187, 190, and 281
- Comprises three divisions:
  - **DIVISION OF MOTOR VEHICLE LICENSING**
  - **DIVISION OF MOTOR CARRIERS**
  - **DIVISION OF DRIVER LICENSING**
  - **DIVISION OF CUSTOMER SERVICE**

For administrative purposes, the **KENTUCKY MOTOR VEHICLE COMMISSION** is attached to the Department of Vehicle Regulation.

*Acting*
APPENDIX
EMERGENCY PHONE NUMBERS

AMBULANCE .................................................................................................................. 911

CAPECON ...................................................................................................................... 502-564-2652
(FOR EMERGENCY RESPONSE TO PROBLEM IN STATE BUILDING)

EMERGENCY MANAGEMENT SERVICES ............................................ 1-800-255-2587

FIRE ............................................................................................................................... 911

FIRST ONSITE CLINIC, TCOB .............................................................................. 564-4444
(1ST FLOOR, ROOM S104)

MAIL ROOM, TCOB ...................................................................................... 564-4868

POLICE .......................................................................................................................... 911

SAFETY ......................................................................................................................... Cell: 502-330-5947

SECURITY, TCOB ........................................................................................................ 564-5103

SUPERINTENDENT, TCOB ...................................................................................... Cell: 330-7754

TRAFFIC & TRAVEL INFORMATION (ROAD CONDITIONS) ......................... 511
Kentucky Highway District Offices
1–12

1—Paducah  5—Louisville  9—Flemingsburg
2—Madisonville  6—Covington  10—Jackson
3—Bowling Green  7—Lexington  11—Manchester
4—Elizabethtown  8—Somerset  12—Pikeville
TRANSPORTATION CABINET OFFICIALS
1912—PRESENT

DEPARTMENT OF PUBLIC ROADS
COMMISSIONERS (1912—1920)

Robert C. Terrell................................................................. 1912—1916
Rodman Wiley................................................................. 1916—1919
Joe S. Boggs................................................................. 1919—1920

DEPARTMENT OF STATE ROADS AND HIGHWAYS
CHAIRMEN OF STATE HIGHWAY COMMISSION (1920—1934)

H. G. Garrett......................................................... June 1920—December 1923
Leslie J. Samuels................................................... December 1923—February 1924
W. C. Montgomery.................................................. February 1924—June 1927
Ben Johnson................................................................. June 1927—December 1928
James A. Scott .............................................................. June 1929—December 1929
Ben Johnson................................................................. February 1932—December 1934

DEPARTMENT OF HIGHWAYS
CHAIRMEN OF STATE HIGHWAY COMMISSION (1934—1936)

Tom Rhea .................................................................... December 1934—April 1935
J. L. Donaldson ............................................................. April 1935—January 1936
Ben Johnson ................................................................. January 1936—July 1936

DEPARTMENT (BUREAU) OF HIGHWAYS
COMMISSIONERS OF HIGHWAYS (1936—1973)

Robert Humphreys................................................................. July 1936—January 1940
J. L. Donaldson ................................................................. January 1940—April 1943
R. G. Williams ................................................................. April 1943—December 1943
J. Steve Watkins .................................................... December 1943—December 1947
Garrett Withers .......................................................... December 1947—January 1949
John A. Keck ................................................................. January 1949—February 1951
William P. Curlin ........................................................ February 1951—November 1954
Mitchell W. Tinder ...................................................... November 1954—December 1955
Robert Humphrey ......................................................... December 1955—June 1956
Bert Kiser ............................................................... June 1956—November 1956
Robert Humphreys ....................................................... November 1956—November 1957
Dr. James W. Martin ................................................... November 1957—June 1958
Ward J. Oates ............................................................. June 1958—December 1959
Earle C. Clements ........................................................ December 1959—September 1960
Henry Ward ............................................................. September 1960—November 1966
Mitchell W. Tinder ...................................................... November 1966—December 1967
William B. Hazelrigg .................................................. December 1967—March 1969
Eugene Goss ............................................................. March 1969—August 1970
B. E. King ................................................................. August 1970—December 1971
Charles Pryor ............................................................. December 1971—March 1973
TRANSPORTATION CABINET OFFICIALS
1912—PRESENT

TRANSPORTATION CABINET
SECRETARIES OF TRANSPORTATION (1982—PRESENT)

James F. Runke........................................................................................................... October 1982—December 1983
Floyd G. Poore.......................................................................................................... December 1983—May 1985
C. Leslie Dawson ........................................................................................................ May 1985—January 1988
Milo D. Bryant ............................................................................................................. January 1988—December 1991
Don C. Kelly ................................................................................................................ December 1991—December 1995
Fred N. Mudge ............................................................................................................ December 1995—October 1996
Maxwell Clay Bailey .................................................................................................... December 2003—February 2005
Bill Nighbert ................................................................................................................ February 2005—December 2007
Joseph Prather .............................................................................................................. December 2007—October 2009
Michael Hancock ......................................................................................................... October 2009—March 2016
Greg Thomas .............................................................................................................. March 2016—December 2019
Jim Gray......................................................................................................................... December 2019—Present

OTHER STATE AGENCIES & OFFICES
http://kentucky.gov/government/Pages/agency.aspx
**QUICK CONTACT LIST**

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<td>Airport Zoning Commission</td>
<td>502-564-0099</td>
<td>502-564-0172</td>
<td>90 Airport Rd</td>
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<td>Audits / Audit Services</td>
<td>502-564-6760</td>
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<td>Aviation</td>
<td>502-564-4480</td>
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<td>90 Airport Rd</td>
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<td>Budget &amp; Fiscal Management</td>
<td>502-564-4550</td>
<td>502-564-9454</td>
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<tr>
<td>Building Superintendent</td>
<td>502-564-7872</td>
<td>NONE</td>
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<td>Capital City Airport</td>
<td>502-564-0099</td>
<td>502-564-0172</td>
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<td>502-564-2114 / 1491</td>
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<td>Conference Center</td>
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<td>Construction Procurement</td>
<td>502-564-3500</td>
<td>502-564-8961</td>
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<td>District Offices:</td>
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<tr>
<td>DISTRICT 1 – PADUCAH</td>
<td>270-898-2431</td>
<td>270-898-7457</td>
<td>5501 Kentucky Dam Rd Paducah, KY 42003</td>
</tr>
<tr>
<td>DISTRICT 2 – MADISONVILLE</td>
<td>270-824-7080</td>
<td>270-824-7091</td>
<td>1840 North Main St Madisonville, KY 42431</td>
</tr>
<tr>
<td>DISTRICT 3 – BOWLING GREEN</td>
<td>270-746-7898</td>
<td>270-746-7643</td>
<td>900 Morgantown Rd Bowling Green, KY 42101</td>
</tr>
<tr>
<td>DISTRICT 4 – ELIZABETHTOWN</td>
<td>270-766-5066</td>
<td>270-766-5069</td>
<td>634 East Dixie Hwy P O Box 309 Elizabethtown, KY 42702</td>
</tr>
<tr>
<td>DISTRICT 5 – LOUISVILLE</td>
<td>502-210-5400</td>
<td>502-210-5494</td>
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