



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Max DeJarnatt
360.570.3723

Wednesday, May 20, 2026

6:00 PM

Online via Zoom

Special Start Time for New Member Orientation

Register to attend:

https://us02web.zoom.us/webinar/register/WN_luVDD-pDQCeslazAzJgOmg

1. **NEW MEMBER ORIENTATION (5:00-5:40)**

1.A [26-0364](#) New Member Orientation

Attachments: [Link to BPAC webpage](#)

2. **CALL TO ORDER (6:00-6:01)**

2.A **ROLL CALL (6:01-6:02)**

3. **APPROVAL OF AGENDA (6:02-6:05)**

4. **APPROVAL OF MINUTES (6:05-6:10)**

4.A [26-0239](#) Approval of March 18, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Attachments: [Draft May minutes](#)

5. **PUBLIC COMMENT (6:10-6:20)**

During this portion of the meeting, community members may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission where the speaker promotes or opposes a candidate for public office or a ballot measure.

6. **ANNOUNCEMENTS (6:20-6:30)**

7. **BUSINESS ITEMS**

7.A [26-0363](#)

Briefing on developing a long-term policy for sidewalk repair

- Attachments:** [Link to story map](#)
[Summary of survey results](#)
[Staff response to survey results](#)
[Survey demographics](#)
[Link to Engage Olympia sidewalk repair page](#)
[Map of street tree maintenance area](#)
[Link to 2026 Sidewalk Repair Project page](#)

(6:30-7:20)

7.B [26-0374](#)

Briefing on the Transportation Master Plan

- Attachments:** [Link to Transportation Master Plan](#)

(7:20-7:55)

8. **REPORTS**

8.A [26-0375](#) Housekeeping Report

- Attachments:** [2026-2027 quick reference work plan](#)
[Parliamentary procedure quick guide](#)

(7:55-8:00)

9. **ADJOURNMENT (8:00)**

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



Bicycle and Pedestrian Advisory Committee

New Member Orientation

Agenda Date: 5/20/2026
Agenda Item Number: 1.A
File Number:26-0364

Type: information **Version:** 1 **Status:** In Committee

Title

New Member Orientation

Recommended Action

Information only. No action requested.

Report

Issue:

There are three new committee members. This briefing will help them understand what to expect as they serve on the committee.

Staff Contact:

Max DeJarnatt, Associate Planner, Public Works | Transportation, 360.570.3723

Presenter(s):

Max DeJarnatt, Associate Planner

Background and Analysis:

The BPAC weighs in on several plans and policies that impact pedestrian and bicycle transportation. This orientation will give the new members an overview of some upcoming work items, the role of the BPAC within the City government, and how the committee does its work.

Existing members are welcome to attend if they'd like a refresher, but they are not expected until the full meeting begins at 6pm.

The Chair and Vice Chair are likely to attend to share their insights with the new members as well.

To prepare for serving on the committee, we encourage new members to review the links on the right side of the BPAC's webpage, a link to which is included below as an attachment. We do not expect you to read all of the planning documents, as they are lengthy. Feel free to skim them for now, so you get a sense of what they contain. Later, as the committee does its work, you may wish to re-examine those documents in further detail.

Options:

None - information only.

Financial Impact:

None from this briefing.

Attachments:

Link to BPAC webpage



City Hall
601 4th Avenue E.
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360-753-8244

Bicycle and Pedestrian Advisory Committee

Approval of March 18, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Agenda Date: 5/20/2026
Agenda Item Number: 4.A
File Number:26-0239

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of March 18, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes



Meeting Minutes - Draft

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Max DeJarnatt
360.570.3723

Wednesday, March 18, 2026

6:00 PM

Online via Zoom

Register to attend:

https://us02web.zoom.us/webinar/register/WN_luVDD-pDQCeslazAzJgOmg

1. CALL TO ORDER (6:00-6:01)

Chair Dillon called the meeting to order at 6:01 p.m.

1.A ROLL CALL (6:01-6:02)

Present: 7 - Chair Tom Dillon, Vice Chair Matt Schierholtz, Committee member Sean Ferguson, Committee member Jonathan Hutton, Committee member Izi LeMay, Committee member Heather Moline and Committee member Marty Slighte

Absent: 1 - Committee member Travis Millar

2. APPROVAL OF AGENDA (6:02-6:05)

The agenda was approved.

3. APPROVAL OF MINUTES (6:05-6:10)

3.A [26-0086](#) Approval of January 21, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT (6:10-6:20)

No public comment.

5. ANNOUNCEMENTS (6:20-6:30)

Committee member Hutton and staff made announcements.

6. BUSINESS ITEMS

6.A [26-0219](#) Capital Facilities Plan Process

The discussion was had.

- 6.B [26-0218](#) Sidewalk Story Map and Survey

The information was received.

7. **REPORTS**

- 7.A [26-0220](#) Housekeeping Report

The report was received.

8. **ADJOURNMENT (8:00)**

Chair Dillon adjourned the meeting at 7:58 p.m.

Accommodations



Bicycle and Pedestrian Advisory Committee

Briefing on developing a long-term policy for sidewalk repair

Agenda Date: 5/20/2026
Agenda Item Number: 7.A
File Number:26-0363

Type: information **Version:** 1 **Status:** In Committee

Title

Briefing on developing a long-term policy for sidewalk repair

Recommended Action

Information only. No action requested.

Report

Issue:

Briefing and discussion about the development of a long-term policy for sidewalk repair

Staff Contact:

Michelle Swanson, AICP, Principal Planner, Public Works Transportation, 360.753.8575

Presenter(s):

Michelle Swanson, AICP

Max DeJarnatt, Associate Planner, Public Works Transportation, 360.570.3723

Background and Analysis:

The City is working toward creating a long-term policy for sidewalk repair. As part of that process, staff created a story map and embedded a survey into the story map to ask people what they thought about some key points. A story map is a website that has maps, photos, and narrative to more easily explain complex topics than the City's typical web pages allow.

We have included a link to the story map as an attachment to this staff report. If you have not already reviewed it, please do so. The survey that was embedded was open from March 2 - March 20, 2026. We have included a high-level overview of the survey's results within the story map for the public to see. Please also review the attached summaries of the public response. If you'd like to see the full responses people wrote to the survey prompt, "I have another idea," we have posted them on Engage Olympia, to which we have also included a link.

The issue

Current City code holds property owners responsible for repairing the sidewalks adjacent to their property, but the City has enforced that code unevenly.

Over time, the City has developed an interim approach of addressing sidewalk repair by prioritizing streets where the City maintains street trees as resources allow. Those streets are shown on the attached map.

Recent actions

To supplement the sidewalk grinding and repairs that were historically funded in the operating budget at about \$11,000 annually, in 2024, the City created a capital sidewalk repair program that has been funded at \$500,000 annually. In 2024, the City repaired several different locations throughout the city in this program, and in 2025 we repaired two full block faces: one downtown on State Avenue and one on the westside on Kenyon Street.

One lesson learned from this experience was that it reduced overhead costs to repair full block faces rather than several disparate locations, so we will continue to focus on fixing full block faces in 2026. If you'd like to learn more about the upcoming repairs, please review the attached link to the 2026 Sidewalk Repair Project webpage.

Additionally, the City did a full inventory of the condition of its sidewalks in 2024, which was a crucial step to understanding the scale of how much repair is needed. The results of that inventory are shown in the story map, and it shows that there are many places that need repair.

Finally, the City Council funded four new positions to work on sidewalk repair in 2026.

Policy questions

The policy questions that remain to be resolved are:

- Where should the City focus its resources?
- Given how much repair is needed, is there a role for property owners?

Next steps

City staff will propose a policy approach to the Land Use and Environment Committee, a City Council Committee, on May 28, 2026. We will seek the Committee's input and recommendation to take the proposed policy to the full City Council for review at a study session, which is currently scheduled for July 21, 2026.

This meeting

Please come prepared with your questions and any thoughts you'd like to share about the policy questions raised above.

Options:

None - information only

Financial Impact:

None from this item

Attachments:

Link to story map

Summary of survey results

Staff response to survey results

Survey demographics

Link to Engage Olympia sidewalk repair page

Map of street tree maintenance area

Link to 2026 Sidewalk Repair Project page

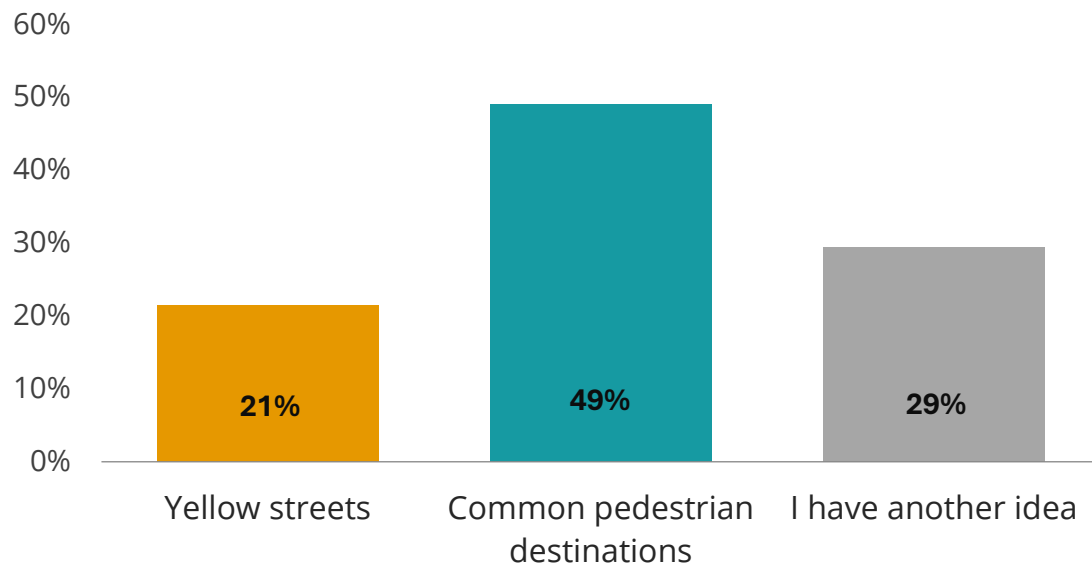
Sidewalk repair survey: summary of responses

Thanks to everyone who took the recent survey in the City's sidewalk repair story map, which was open from March 2, 2026 to March 20, 2026.

Here's a summary of the responses.

Question 1

Where should the City fix sidewalks?



“I have another idea” respondents had the maximum number of characters Survey Monkey would allow: 2000. All comments can be viewed on [Engage Olympia](#).

Summary of the “I have another idea” responses

Many comments suggested focusing on different material types besides concrete, suggesting asphalt or pervious materials could reduce conflicts with trees or be less expensive. Others suggested routing around mature trees with roots that buckle sidewalks. Several people noted the relationship between sidewalk damage and

street trees, some remarking that the trees were planted by the City and expressing frustration that the City hasn't fixed a problem it caused.

Many people had thoughts on the destinations we proposed, some suggesting we take a hybrid approach, fixing some sidewalks near the destinations and some sidewalks in other places, such as in neighborhoods. A few suggested splitting the funding along various percentages between the two, noting that many people walk in neighborhoods.

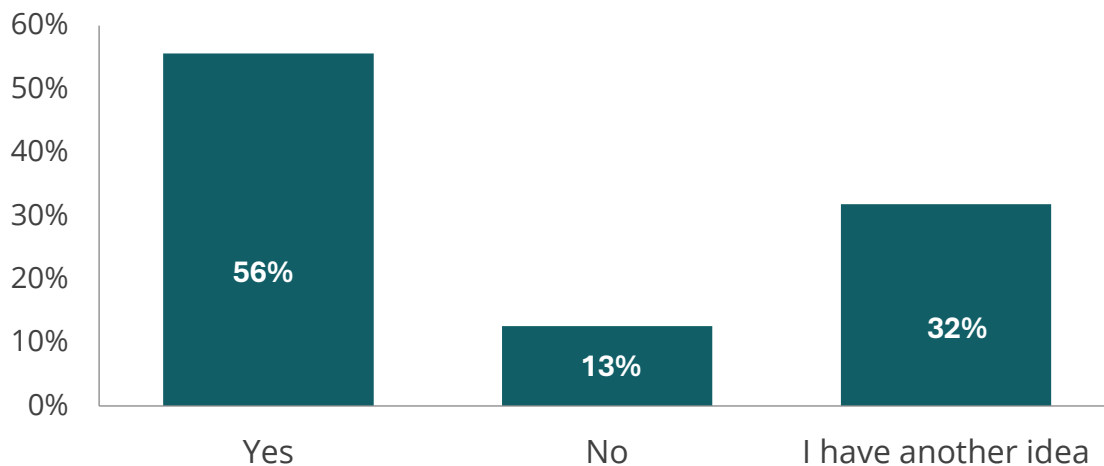
Others talked about trying to take a more equitable approach and fixing sidewalks near locations where people who use walking aids need them to be fixed. Several people expressed concern for disabled residents who rely on sidewalks to get around. One person commented that by focusing on infrastructure for pedestrians, bicyclists, and transit users the City is "ableist" and "contemptuous" of people who depend on vehicles to get around.

Several people suggested taking a "worst first" approach with repairs rather than considering destinations, while others suggested prioritizing the most-used sidewalks for repair. Several people also talked about the importance of filling in gaps in the sidewalk network, which are mostly found in older neighborhoods. A few people talked about prioritizing places that offer the best connectivity improvements for pedestrians, and a few talked about prioritizing places based on which would improve safety the most for pedestrians.

Of the remaining comments that didn't fit in these categories, comments ranged from remarks about wanting the City to build new sidewalks, artistic sidewalks, do no repairs but remake the streets to be woonerfs or extremely traffic calmed, fixing all the locations, complaints about recent safety projects downtown, suggestions that neighborhood groups could do sidewalk repair if the City would teach them how, focusing on repairing streets first, and specific project requests.

Question 2

If the City continues to require property owners to fix their sidewalks, should this be limited to large property owners, such as schools, parks, shopping centers, and apartment complexes?



Summary of the “I have another idea” responses

The full responses to “I have another idea” can be viewed on [Engage Olympia](#).

Many of those who responded said that the City should be responsible for all sidewalk repair. Some people objected to schools and parks fixing sidewalks, saying they’d rather those funding sources not be spent on sidewalk repair.

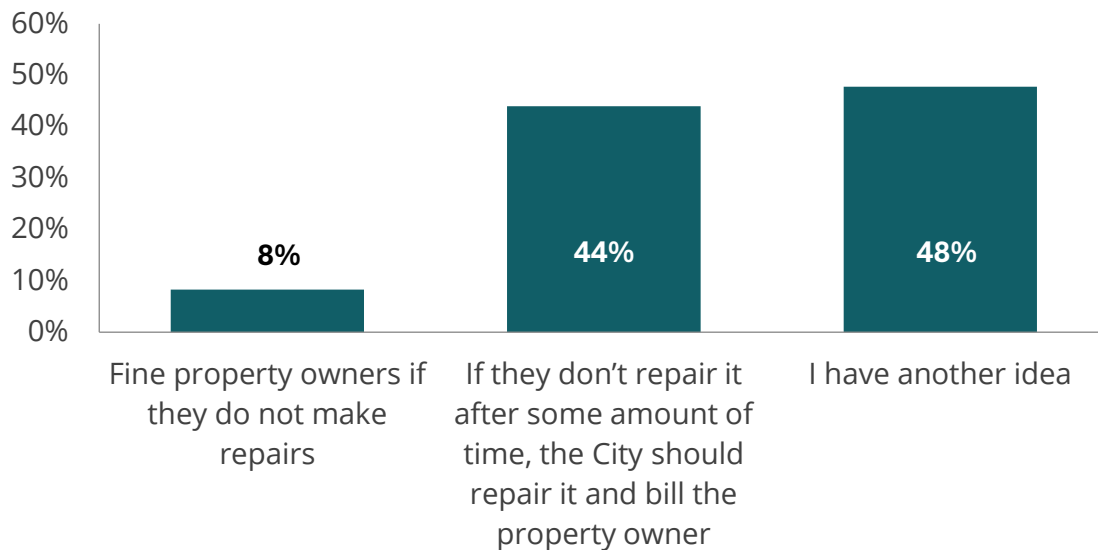
Several people said they wanted a program to offer technical or financial assistance for sidewalk repair. They said finding or hiring contractors was burdensome and sidewalk repair was expensive. They wanted the City to help find contractors or offset costs.

Many people expressed concern that some homeowners, such as seniors or people with limited incomes, could be disproportionately impacted by requirements that residents fix sidewalks and proposed several ideas to offset that.

There were continued comments noting conflict between street trees and sidewalks, and a few people remarked about the value of street trees.

Question 3

If it is the property owner's responsibility to fix the sidewalk, there would be a municipal code that the City enforces. What is the best way to get property owners to repair sidewalks?



Full responses to “I have another idea” can be viewed on [Engage Olympia](#).

The majority of the comments on this question stated they believed the City should be responsible for repairing sidewalks. Many people suggested a cost-sharing approach or technical assistance to individual property owners or neighborhood groups. There were continued comments about the difficulty of hiring contractors and concerns about the quality of the repairs.

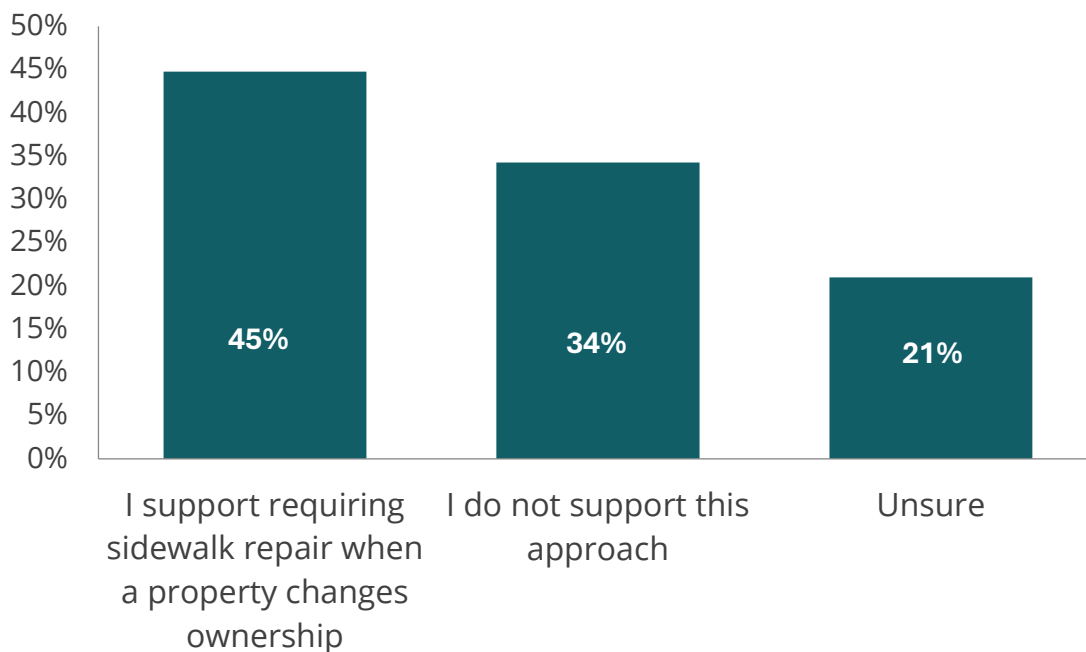
Some people commented on the punitive nature of fines and enforcement and requested that the City take a more positive approach to encourage rather than require compliance.

As with the previous question, people expressed concern about the disproportionate impact that requiring homeowners to fix sidewalks could have on people with low or fixed incomes.

People continued to note the relationship between sidewalk damage and tree roots, many commenting on how the City either required or encouraged that the trees be planted in previous decades.

Question 4

We'd like your thoughts on one more idea: when a property changes ownership the City could require that the sidewalk be repaired at that time.



Staff's response to the comments

Thanks to everyone who took the time to share their thoughts. A few common themes came up in the questions, so we'd like to share some information that might help address them.

Material types

The City has experimented with different material types. Olympia was an early adopter of pervious concrete, which helped advance its science, and we routinely use it when the City builds new sidewalks. We have also used asphalt and rubberized asphalt in some instances to preserve mature or historic trees, and we have occasionally re-routed sidewalks when able.



Rubberized asphalt installed in Washington DC about 10 years post-installation

None of these alternative materials work very well long-term. Tree roots continue to grow and interfere with the sidewalk. At best, they can buy some time, and in cases of mature and otherwise healthy trees, that may be appropriate.

These approaches are very labor-intensive and costly, because they require several City staff members to review each individual case. Given the scale of tree/sidewalk conflicts in Olympia, it isn't realistic to try to deploy this method for every tree and sidewalk conflict citywide. We need a solution that will work at a citywide scale.

ADA compliance and “worst first” approaches

A sidewalk with a lift that is higher than a quarter inch is not compliant with current ADA standards and can be a barrier to some people using walking aids. A “worst first” approach, which targets the highest sidewalk lifts for repairs first, might not reduce the greatest number of barriers to people with disabilities. Instead, prioritizing sidewalk repairs based on the key locations pedestrians are most likely to go might reduce barriers to the greatest number of people soonest, regardless of the severity of sidewalk condition. There is a lot for the City Council to consider with this.

Sidewalks in neighborhoods

Many of the proposed common pedestrian destinations, like schools, parks, and some transit stops, are in neighborhoods.

Existing gaps in the sidewalk network

The City has a program to build new sidewalks on major streets, which is described in the [Transportation Master Plan](#). Some people remarked about the need to fill in gaps in the sidewalk network in older residential neighborhoods, which the new sidewalk program does not address. Developing an approach to fill in these gaps at a future date is something the community would clearly welcome.

Working with community groups to fix sidewalks

The City does not currently have the capacity to train community groups to do this work.

Thanks for your time. If you have any questions, please reach out to either of us in Olympia Public Works Transportation:

Michelle Swanson, AICP
Principal Planner
mswanson@ci.olympia.wa.us
360.753.8575

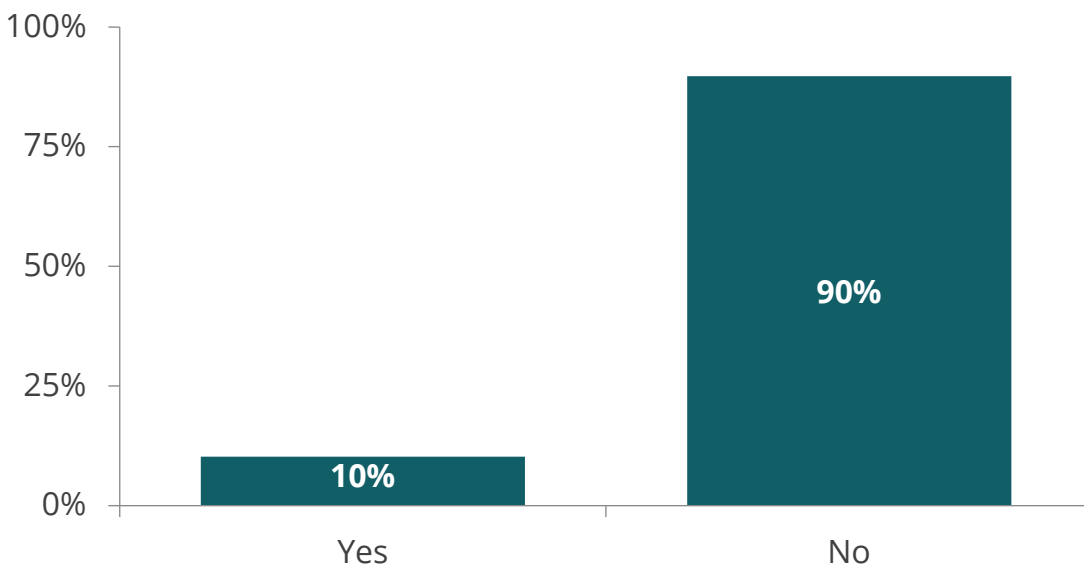
Max DeJarnatt
Associate Planner
mdejarna@ci.olympia.wa.us
360.570.3723

Sidewalk repair survey: demographics

Nearly 1,900 people viewed the story map between March 2 and March 20, 2026 when the survey was open. At least 363 people responded to one question in the survey. About 185 people took the voluntary demographic survey. Those results are below.

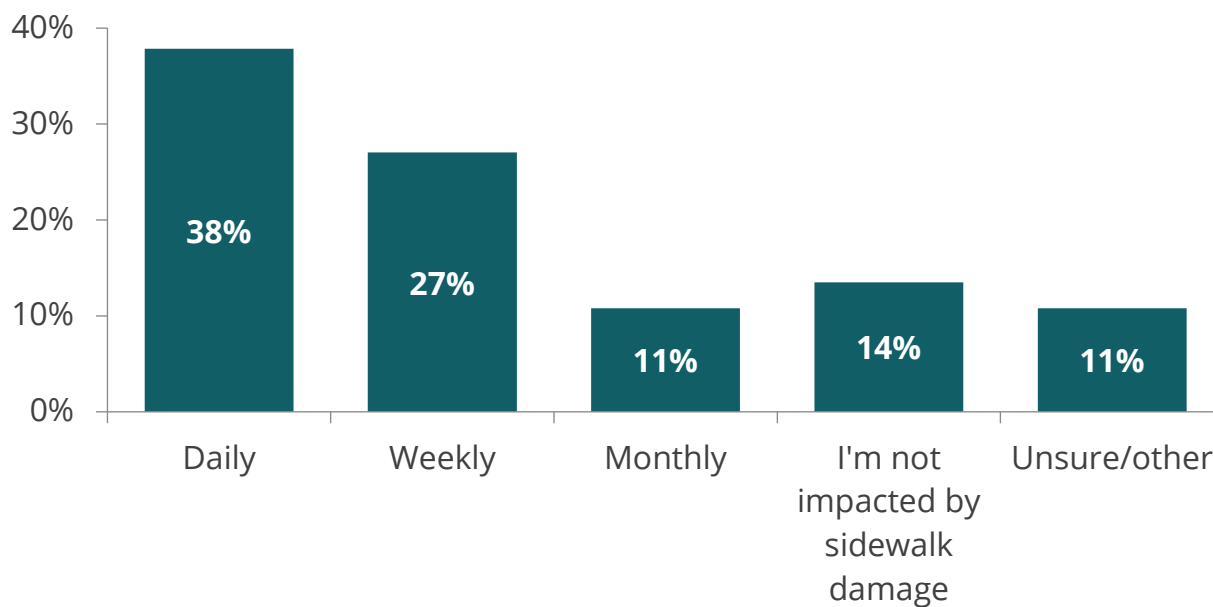
Question 1

Do you use a mobility device?



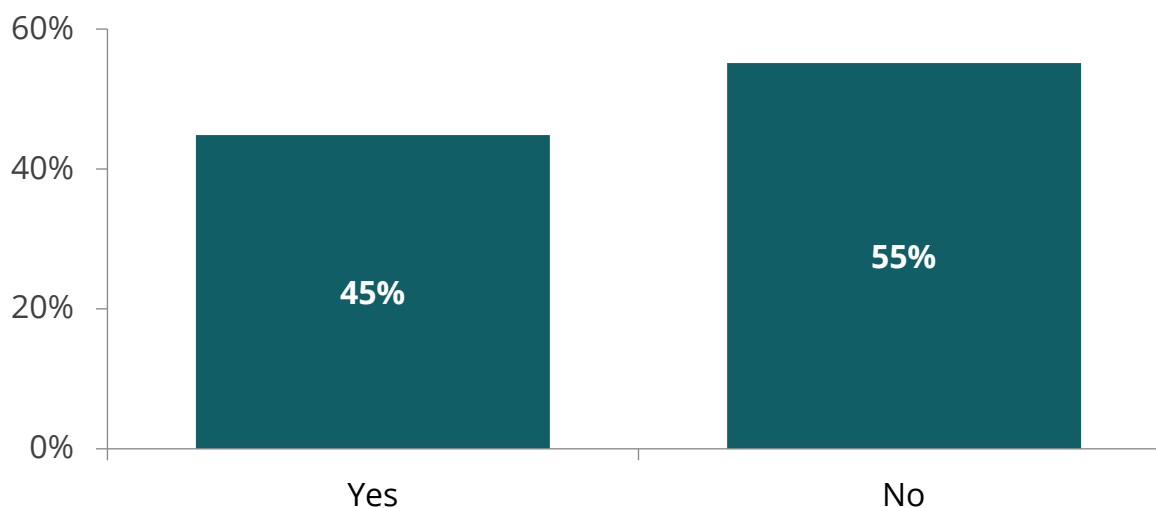
Question 2

How often do you feel affected by sidewalk damage?



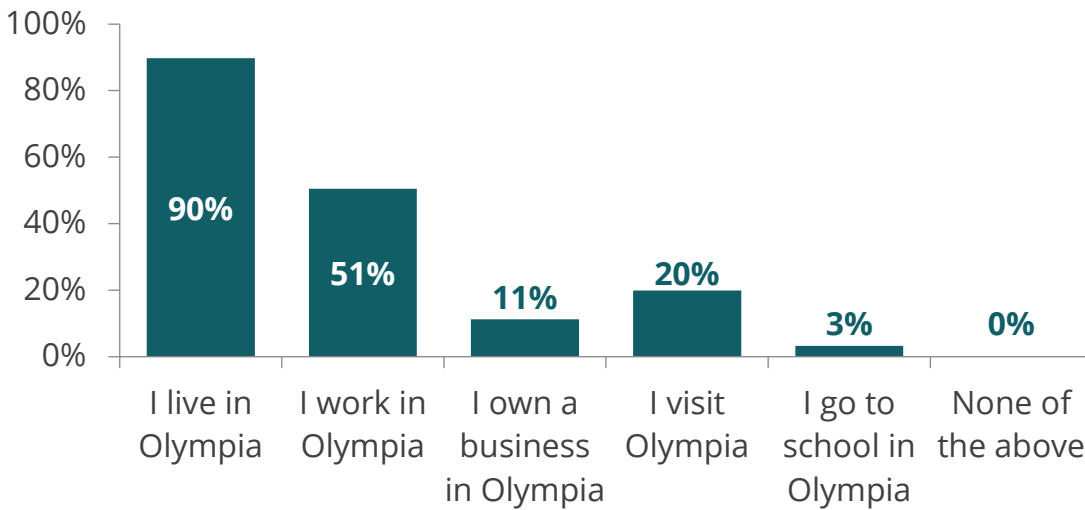
Question 3

Do you own property adjacent to a sidewalk in Olympia?



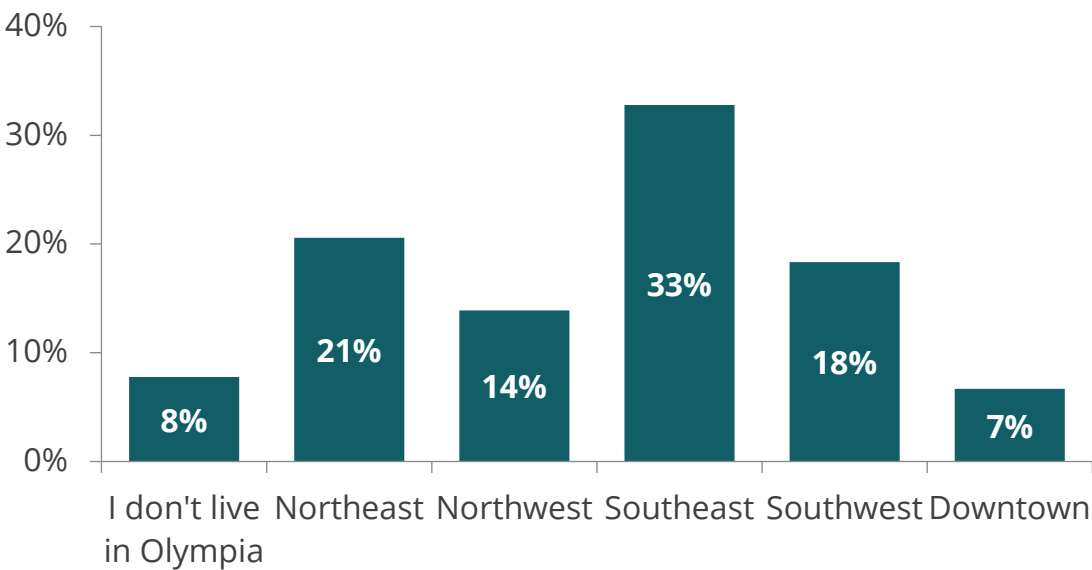
Question 4

How are you connected to Olympia?
(Check all that apply)



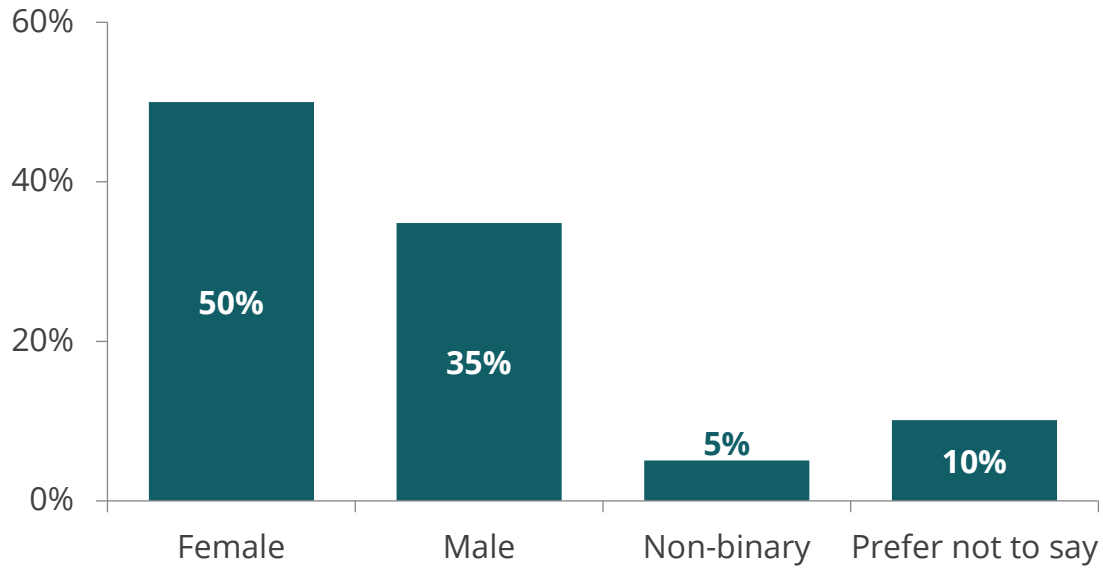
Question 5

If you live in Olympia, which part?



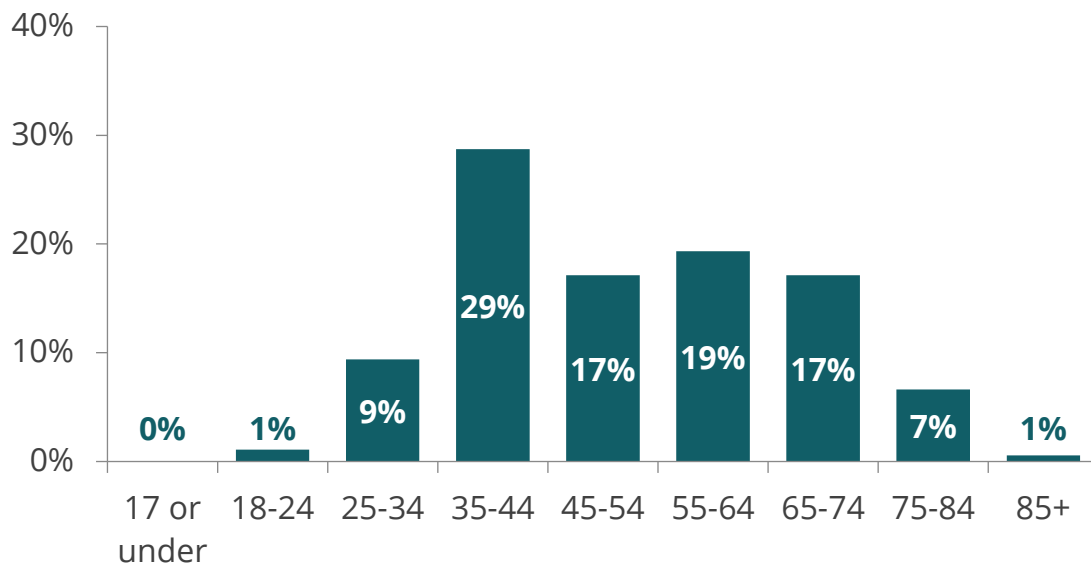
Question 6

What is your gender identity?



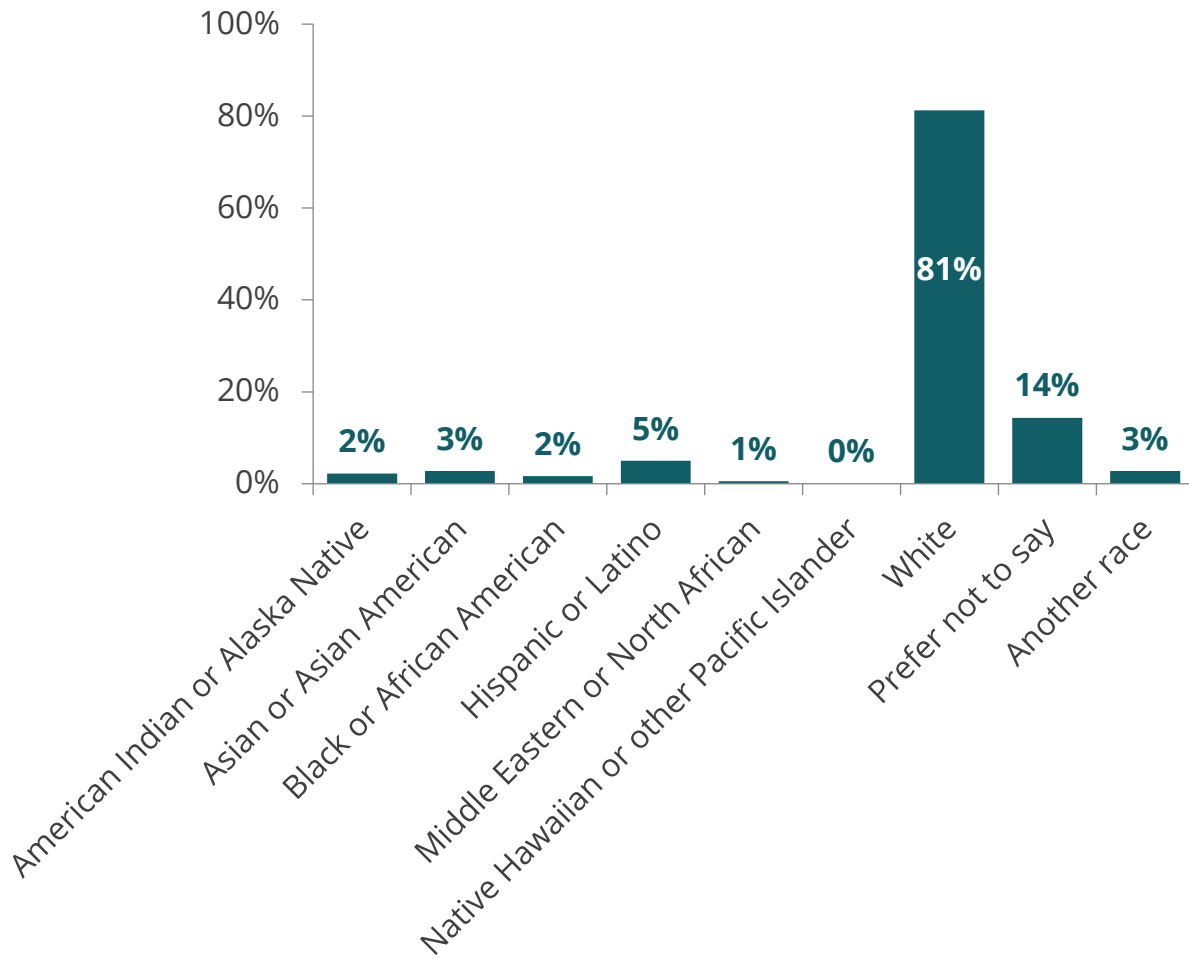
Question 7

What is your age?



Question 8

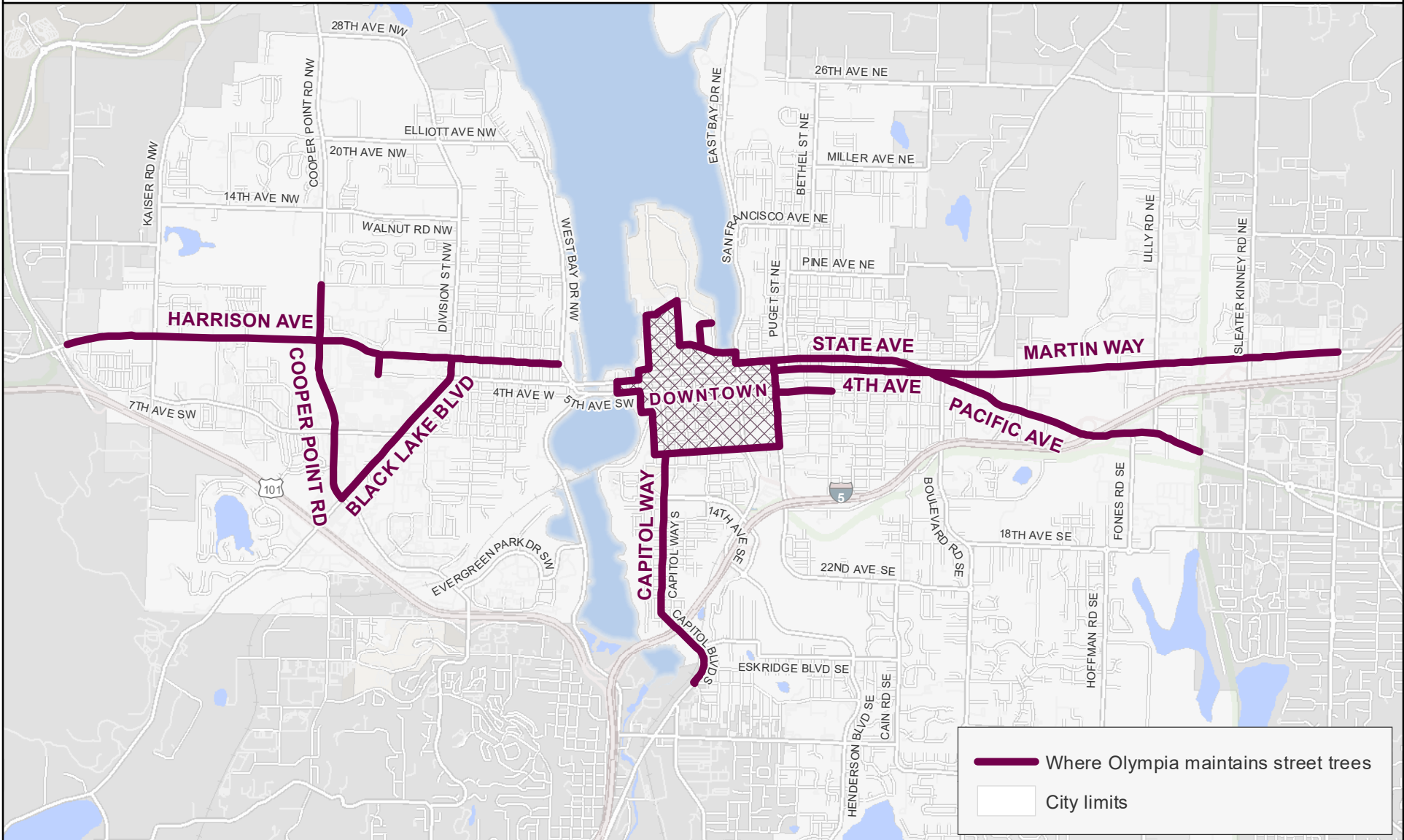
What is your race or ethnicity? (pick all that apply)





Street tree maintenance areas

And City-prioritized sidewalk repairs



0 0.5 1 Miles

Map printed 9/15/2023
 For more information, please contact:
 Michelle Swanson, AICP, Senior Planner
 mswanson@ci.olympia.wa.us
 360.753.8575

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Bicycle and Pedestrian Advisory Committee

Briefing on the Transportation Master Plan

Agenda Date: 5/20/2026
Agenda Item Number: 7.B
File Number:26-0374

Type: information **Version:** 1 **Status:** In Committee

Title

Briefing on the Transportation Master Plan

Recommended Action

Information only. No action requested.

Report

Issue:

Briefing on the Transportation Master Plan.

Staff Contact:

Max DeJarnatt, Associate Planner, Public Works Transportation, 360.570.3723

Presenter(s):

Max DeJarnatt, Associate Planner

Background and Analysis:

Olympia's Transportation Master Plan (TMP) helps us move closer to the Comprehensive Plan's vision. It outlines the projects we need to build to make Olympia a walk-, roll-, bike-, and transit-friendly place, and it shows how much of that infrastructure we can build in 20 years, assuming the City continues to build at about the same pace as it has historically.

Each year, the BPAC reviews the City's Capital Facilities Plan (CFP). As many of the projects in the CFP come from the master plan, understanding it will help members review the CFP.

Staff have attached a link to the TMP if you'd like to review it before the meeting, but we do not expect you to. We will give an overview of it during the meeting and go into more detail on the projects listed in chapter four.

Options:

None - information only.

Financial Impact:

There is no financial impact from this item.

Attachments:

Link to the Transportation Master Plan



City Hall
601 4th Avenue E.
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360-753-8244

Bicycle and Pedestrian Advisory Committee

Housekeeping Report

Agenda Date: 5/20/2026
Agenda Item Number: 8.A
File Number:26-0375

Type: report **Version:** 1 **Status:** In Committee

Title

Housekeeping Report

BPAC 2026-2027 Quick Reference Work Plan

The BPAC participates in the development of plans and policies to make Olympia easier to walk, roll, and bike in. It meets six times per year. The dates and time needed for each item may change. Should a plan or project arise for which BPAC feedback is requested, that topic may be added.

Date	Item	Item type	Deliverable
May 20	New member orientation (5pm)	Orientation	
	Sidewalk repair policy	Briefing	Feedback to staff
	TMP discussion	Briefing	
Jul 15	Grants	Briefing	
	Capital Facilities Plan	Decision	Subcommittee members identified
	Street Safety Plan	Briefing	Comments to staff
Sep 16	Capital Facilities Plan	Discussion	Possible memo to Council
	Speed enforcement cameras	Briefing	Feedback to staff
	New member application questions	Decision	
	EDDS updates	Discussion	Possible subcommittee
Nov 18	OMC subcommittee	Decision	Recommended code updates for BPAC ordinance
	New member applications process	Decision	Decision on approach to reviewing new member applications
	Year wrap up	Discussion	
Jan 20	Overview of upcoming capital projects	Briefing	
	2027-2028 work plan	Decision	Work plan to City Council
Mar 17	Martin Way Corridor Project Scoping	Briefing	Feedback to staff

As needed, BPAC committee members may research the following topics:

- Experiencing new infrastructure/feedback on completed projects
- Places that haven't had city investment/network gaps
- Other municipalities' sidewalk repair policies
- Accessibility
- West Olympia Access Project

PARLIAMENTARY PROCEDURE: A quick guide for the BPAC

Guiding Principles

Every member has an equal voice.
The group is the final authority.
It's ok to disagree.

DISCUSSIONS

- No one speaks twice until everyone has had a chance to speak once
- Members must be recognized by chair before speaking
- Members address the chair, not each other
- Members may address presenters directly once recognized by the chair

MOTIONS

- Anyone can make a motion at any time after the chair has recognized them to speak
 - *Chair repeats the motion*
- Anyone can second the motion – don't need to wait for chair's recognition
 - *If no second, motion doesn't proceed*
- Motion gets discussed, if needed
- Motion can be amended
 - *Members discuss and vote on any amendments*
 - *Chair repeats motion with amendment*

VOTING

- When discussion wanes...
- Chair clearly states motion and any amendments
- Vote by roll call
 - *"Committee Member Montoya?"*
 - *"Aye" or "no"*
- Chair states results of vote
 - *"The ayes have it and the motion passes"*
 - *"The noes have it and the motion fails"*