



# City of Olympia

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## Meeting Minutes Bicycle and Pedestrian Advisory Committee

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**Wednesday, September 25, 2013**

**6:15 PM**

**Council Chambers**

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### 1. **Call to Order and Roll Call (6:15 - 6:17)**

The meeting was called to order at 6:20 p.m. by Co-chair, Clark Gilman.

Also present were:

Councilmember Julie Hankins

Roger Horn, Planning Commission Liaison

Erin Scheel, Intercity Transit Youth Education Specialist

Ken Grubb, Capital Bicycling Club

Transportation Staff:

Mark Russell, Director of Transportation

Sophie Stimson, Senior Planner

Michelle Swanson, Senior Program Specialist

Caroline Inions, Program Assistant

**Present:** 8 - Co-Chair Anne Fritzel, Co-Chair Clark Gilman, Committee Member Scott Clifthorne, Committee Member Kris Fransen, Committee Member Robert Kam, Committee Member Christina Lock, Committee Member Gail Wootan, and Committee Member Brittany Yunker

**Excused:** 2 - Committee Member Jesse Dwyer, and Committee Member Joe Ford

**Absent:** 1 - Committee Member Brad Archbold

### 2. **Approve Agenda (6:17 - 6:19)**

**The agenda was approved as presented.**

### 3. **Approve Minutes (6:19 - 6:22)**

**The July 24, 2013, minutes were approved as presented.**

**3a. 13-0758** Approve July 24, 2013, BPAC Meeting Minutes

### 4. **Public Comment (6:22 - 6:30)**

Ken Grubb introduced himself to the committee. Ken is a bicycle commuter who works at Department of Licensing, and he is the Capital Bicycling Club's youth outreach coordinator.

**5. Announcements (6:30 - 6:40)**

Robert shared that the sub-committee working on the Downtown bike repair stands met and members have assignments. They will discuss possible repair stand locations at their October 2 meeting. Michelle distributed a flyer she and Kanako created to distribute to businesses and the PBIA to share information on the project and gauge support.

Michelle shared that, at their September 10 meeting, City Council referred the topic of bicycling and skateboarding on Downtown sidewalks to BPAC. Michelle shared that this topic is addressed on page 26 of the *Bicycle Master Plan*. This topic will be added to the 2014 Work Plan.

Clark announced that Sound Transit is extending bus service from Downtown Seattle to Olympia, starting Monday, September 30.

**6. Business Items (6:40 - 8:05)**

**6a. 13-0755 Safe Routes to School**

Erin Scheel from Intercity Transit gave a presentation on the work she does with youth programs at Intercity Transit. Her focus is on getting more students to walk, bike or take the bus to school. She shared a flyer on their Healthy Kids - Safe Streets Action Plan and an article from *The Olympian* about the Bike Partners Program.

**The report was received.**

**6b. 13-0757 Capital Facilities Plan Letter**

Michelle shared that Clark and Anne drafted a letter to Council on the CFP that incorporated committee members' comments from previous meetings.

Mark Russell distributed a flyer and gave a quick presentation on transportation projects over the last 5 years and how money is being spent on bicycle and pedestrian improvements.

Anne reviewed the CFP letter with the committee. After hearing further comments and suggestions from the committee, Clark will rewrite the letter and send it to the committee for their review before the CFP public hearing on October 10.

**The decision was postponed.**

**6c. 13-0756 Puget Street Intersection Options**

Sophie presented proposed options to encourage bicyclists to use Puget Street north of San Francisco, instead of Bethel Street. This route leads to the proposed Neighborhood

Pathways Program project to build a connection between Miller Street and Jasper Avenue.

Sophie shared that, as of this week, the Puget Street Pathways Project was put on hold by the Northeast Neighborhood Association. This is due to the constraints on the alignment, need for additional neighborhood input, and the window of opportunity for construction because of the weather.

The committee began their discussion about the proposed intersection options. Sophie explained why Option 1b is staff's preferred option. After some discussion, the committee stated their preferred option is also 1b.

**The report was received.**

**6d. 12-0234 Bicycle Helmet Use**

Michelle summarized the bike helmet report for the committee. After some discussion, the committee agreed we should put energy into encouragement and education programs, rather than a helmet use law. Clark will draft a memo to Council. The draft memo will be presented at the November 20 meeting.

**The report was received.**

**7. Housekeeping (8:05 - 8:15)**

Caroline confirmed the Committee's next meeting is scheduled for November 20. A week early, due to the Thanksgiving Holiday.

Michelle reviewed a list of possible topics for the November meeting, to include: bicycle parking code; Sidewalk Program scoping; Comp Plan comments; pathways review; and the 2014 Work Plan.

There was some discussion about putting together a sub-committee to attend the Comprehensive Plan Update meetings. Scott, Gail, and Brittany volunteered. Someone mentioned that Joe might also be interested.

Clark asked that he and Anne be included in sub-committee emails.

Sophie shared that she will be providing an evaluation to Council on the Neighborhood Pathways Program: what worked, what didn't, and where we are. The committee will be involved in defining program changes at their November 20 meeting.

Roger asked that we include liaisons from other committees and Councilmember Hankins as attendees in the minutes. Caroline shared that Legistar is restrictive on the types of items she can add, but that she would see what she could do.

**8. Adjournment**

## Accommodations