



Meeting Minutes

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle Swanson
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Wednesday, September 20, 2017

6:15 PM

Council Chambers

1. CALL TO ORDER (6:15 - 6:16)

Vice Chair Kris Fransen called the meeting to order at 6:15 p.m.

1.A ROLL CALL (6:16 - 6:17)

Present: 8 - Chair David Copley, Vice Chair Kris Fransen, Committee member Alison Bremner, Committee member Barb Bumann, Committee member Christina Lock, Committee member Scott Morgan, Committee member Jan Vleck and Committee member Brittany Yunker Carlson

Excused: 1 - Committee member Rebecca Brown

OTHERS PRESENT

Public Works staff:

Mark Russell, Director, Public Works Transportation

Sophie Stimson, Senior Planner, Public Works Transportation

Michelle Swanson, Senior Program Specialist, Public Works Transportation

Randy Wesselman, Engineering & Planning Manager, Public Works Transportation

Heather Reed, Program Assistant, Public Works Transportation

Private citizens:

Jay Elder

Peter Guttchen

Chris Hawkins

Penny Kelley

Don Law

Brad O'Brien

Patrick Stack

2. APPROVAL OF AGENDA (6:17 - 6:19)

The agenda was approved.

3. APPROVAL OF MINUTES (6:19 - 6:22)

- 3.A.** [17-0902](#) Approval of July 19, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes

The minutes were approved.

4. **PUBLIC COMMENT (6:22 - 6:30)**

The following people spoke to the committee:

Brad O'Brien, Chris Hawkins, Peter Guttchen, Don Law, and Jay Elder.

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

The following people made announcements: Chair David Copley, Committee members Barb Bumann and Jan Vleck, and staff liaison Michelle Swanson.

6. **BUSINESS ITEMS (6:40 - 8:05)**

6.A. [17-0955](#) Discussion of the US 101/West Olympia Access Project

Randy Wesselman, Engineering & Planning Supervisor, Public Works Transportation, provided a follow-up briefing and answered questions from committee members on the US 101/West Olympia Access Project.

Discussion only. No action requested.

6.B. [17-0956](#) Discuss and Comment on *2018-2023 Preliminary Capital Facilities Plan*

The BPAC discussed the CFP subcommittee's draft letter to Council on the 2018-2023 Capital Facilities Plan (CFP) and provided additional comments.

Vice Chair Kris Fransen moved that the BPAC Committee authorize David Copley, Chair, to draft the final CFP advisory memo to Council based on comments made at the meeting, and that he submit the memo to Council on their behalf. Committee member Vleck seconded the motion. The motion passed unanimously.

6.C. [17-0957](#) Briefing on *Jurassic Parliament* training

Staff liaison Michelle Swanson briefed the committee on a recent parliamentary procedure training that she attended with Chair Copley. She provided the BPAC Committee with a quick reference guide to basic procedures.

Chair David Copley moved to adopt the parliamentary procedures outlined on the quick reference guide that staff liaison Michelle Swanson provided the committee. Committee member Yunker Carlson seconded the motion. The motion passed unanimously.

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

7.A. [17-0903](#) Housekeeping: Quick Reference Work Plan

The information was received.

8. ADJOURNMENT (8:15)

Chair Copley adjourned the meeting at 8:26 p.m.