



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Max DeJarnatt
360.570.3723

Wednesday, July 15, 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)

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

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

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

- 3.A** [26-0400](#) Approval of May 20, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Attachments: [Draft May minutes](#)

4. 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.

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

6. BUSINESS ITEMS

- 6.A** [26-0540](#) Briefing on the new 5th Avenue Bridge design

Attachments: [Link to project page](#)

- 6.B** [26-0539](#) Briefing on the Preliminary 2027 - 2032 Capital Facilities Plan (CFP) and approving a method of review

(7:00-7:30)

- 6.C** [26-0541](#) Briefing on the Community Livability and Public Safety Committee's advisory body recommendation

(7:30-7:55)

7. REPORTS

7.A [26-0542](#) Housekeeping report

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

(7:55-8:00)

8. **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.



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Bicycle and Pedestrian Advisory Committee

Approval of May 20, 2026 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Agenda Date: 7/15/2026
Agenda Item Number: 3.A
File Number:26-0400

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

Title

Approval of May 20, 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, 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

Information only. No action requested.

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

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

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

Present: 9 - Chair Tom Dillon, Vice Chair Matt Schierholtz, Committee member Sean Ferguson, Committee member Izi LeMay, Committee member Travis Millar, Committee member Heather Moline, Committee member Yelena Myakisheva, Committee member Justin Stang and Committee member Katy Wellington

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

The agenda was approved.

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

The minutes were approved.

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

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

No public comments.

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

Chair Dillon and staff made announcements.

7. BUSINESS ITEMS

7.A [26-0363](#)

Briefing on developing a long-term policy for sidewalk repair

Information only. No action requested.

7.B [26-0374](#)

Briefing on the Transportation Master Plan

Information only. No action requested.

8. REPORTS

8.A [26-0375](#)

Housekeeping Report

The report was received.

9. ADJOURNMENT (8:00)

Chair Dillon adjourned the meeting at 7:56 p.m.

Accommodations



Bicycle and Pedestrian Advisory Committee

Briefing on the new 5th Avenue Bridge design

Agenda Date: 7/15/2026
Agenda Item Number: 6.A
File Number: 26-0540

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

Title

Briefing on the new 5th Avenue Bridge design

Recommended Action

Information only. No action requested.

Report

Issue:

Briefing on the design of a new 5th Avenue Bridge related to the restoration of Deschutes Estuary.

Staff Contact:

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

Presenter(s):

Bobbak Talebi, Ecology, Southwest Region Director
Tessa Gardner-Brown, AICP, Managing Principal, Floyd | Snider
Scott Stainer, PE, Principal, KPFF
Nathan Anderson, PE, Associate, KPFF

Background and Analysis:

The state of Washington, which is responsible for managing Capitol Lake, has decided to remove the 5th Avenue Dam and restore the Deschutes Estuary. As part of that project, it will partner with the City to replace the 5th Avenue Bridge. Members from the project team will brief the committee on the project's 90% design, including the pedestrian and bicycle elements of the new bridge.

Options:

N/A - information only.

Financial Impact:

The briefing will have no direct financial impact

Attachments:

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

[Link to project page.](#)



Bicycle and Pedestrian Advisory Committee

Briefing on the Preliminary 2027 - 2032 Capital Facilities Plan (CFP) and approving a method of review

Agenda Date: 7/15/2026
Agenda Item Number: 6.B
File Number:26-0539

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

Title

Briefing on the Preliminary 2027 - 2032 Capital Facilities Plan (CFP) and approving a method of review

Recommended Action

Receive the briefing and discuss an approach for reviewing the Preliminary 2027 - 2032 CFP

Report

Issue:

Whether to review the CFP following a similar process as in previous years or take a different approach

Staff Contact:

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

Presenter(s):

Michelle Swanson

Background and Analysis:

Introduction

The Capital Facilities Plan (CFP) is an annually updated document that is used to identify funding for City capital projects on a 6-year horizon, as required by the state Growth Management Act. It also forms the basis of the following year's Capital Budget.

We expect that the preliminary CFP will be available online in early August.

The evolving role of the CFP for transportation

Before the City had a Transportation Master Plan, the CFP was the main way the City prioritized its transportation projects for design and construction. Since the Transportation Master Plan was adopted in 2021, the CFP's role has been largely to serve as a document that shows:

- How and when we plan to fund projects. Funding means putting together financing to pay for

them.

- How we bundle projects, or how we package them together to get an “economy of scale.” This means putting projects together so we can save money by doing them at the same time.

The BPAC was very closely involved in the development of the Transportation Master Plan, in which projects were identified and prioritized.

The BPAC’s review

In recent years the BPAC has formed a subcommittee to draft a comment letter on the CFP ahead of the September meeting, which the full committee has used as a baseline for its discussion in September. After that meeting, the Chair has synthesized the committee’s discussion and the subcommittee’s letter into a final draft that they have sent to the City Council.

In discussions with your current and previous Chairs, staff has heard consistent feedback that this approach may no longer fit, given the evolving role of the CFP and the impact that the BPAC’s letter may have on each year’s CFP. This is an opportunity for the committee to discuss taking a different approach to its review of the CFP.

One possible approach to consider would be a “red flag” review, in which the Committee reviews the CFP to see if it has any major concerns about the projects that it would like to raise with the City Council. If so, the BPAC may write a comment letter about those concerns. If not, the BPAC may choose not to write a letter.

When you do review the CFP

The CFP is a big document. To help with your review, City staff will give the BPAC a list of the pages that are most relevant to your work. The staff liaison will email the list to the BPAC when the preliminary CFP is published in early August, so you will have an opportunity to begin your review as soon as possible.

City staff also publish a flyer that explains in plain language what’s in the transportation chapter of the CFP. We will share that with the Committee as well.

Options:

1. Receive the briefing and decide how to review the CFP.
2. Receive the briefing only and not decide how to review the CFP. By default, this means the BPAC will not be forming a subcommittee to review it in greater depth.

Financial Impact:

The letter will have no direct financial impact.

Attachments:

None



Bicycle and Pedestrian Advisory Committee

Briefing on the Community Livability and Public Safety Committee's advisory body recommendation

Agenda Date: 7/15/2026
Agenda Item Number: 6.C
File Number:26-0541

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

Title

Briefing on the Community Livability and Public Safety Committee's advisory body recommendation

Recommended Action

Information only. No action requested.

Report

Issue:

Briefing on the recommendation made by the Community Livability and Public Safety Committee regarding City Council appointed advisory bodies.

Staff Contact:

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

Presenter(s):

Max DeJarnatt, Associate Planner

Background and Analysis:

In July 2024, the Community Livability and Public Safety Committee (CLPS) began reviewing how well the City's advisory groups were helping with communication and community involvement. In 2025, the City hired Genevieve Canceko Chan as a consultant to continue the research done by staff in 2024, meet with more stakeholders, and look at common problems that make it hard for people to participate.

In February 2026, the CLPS received her recommendations, which included improving the current system and possibly creating a new, more flexible way for the community to give input. Since then, staff and the consultant have met with advisory body members, chairs, staff liaisons, and the Social Justice & Equity Commission to gather more feedback, especially about reducing barriers and supporting more diverse voices in City decisions.

On May 27, 2026, staff presented more options to CLPS to improve the efficiency and effectiveness of advisory bodies in meeting the Council's engagement goals. The options fell into two categories:

- Improving the current system
- Transitioning to a new approach using more types of engagement methods

Both options included administrative updates to improve recruitment, work planning, and onboarding.

At tonight's meeting, staff will brief the committee on the recommendation CLPS forwarded to City Council for further study.

Options:

N/A - information only.

Financial Impact:

The briefing will have no direct financial impact

Attachments:

None



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Bicycle and Pedestrian Advisory Committee

Housekeeping report

Agenda Date: 7/15/2026
Agenda Item Number: 7.A
File Number:26-0542

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

Title

Housekeeping report

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"*

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	Deschutes 5th Ave Bridge	Briefing	
	Capital Facilities Plan	Decision	
	CLPS recommendation	Briefing	
Sep 16	Capital Facilities Plan	Discussion	Possible memo to Council
	New member application questions	Decision	
Nov 18	Street Safety Plan	Briefing	Comments to staff
	Speed enforcement strategies	Briefing	Feedback to staff
	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
	Grants	Briefing	
Mar 17	Martin Way Corridor Project Scoping	Briefing	Feedback to staff
	OMC subcommittee	Decision	Recommended code updates for BPAC ordinance
	EDDS updates	Discussion	Possible subcommittee

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