



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 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 Noddings, 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:

Transportation Director Mark Russell

Senior Planner Sophie Stimson

Senior Program Specialist and BPAC Staff Liaison Michelle Swanson

Engineering & Planning Manager Randy Wesselman

Program Assistant Heather Reed

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

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

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

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

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

Mr. Wesselman provided a follow-up briefing and answered questions on the US 101/West Olympia Access Project.

The discussion was completed.

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 Fransen moved, seconded by Committee member Vleck, to authorize Chair Copley 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 the Committee's behalf. The motion passed unanimously.

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

Ms. Swanson briefed the Committee on a recent parliamentary procedure training she and Chair Copley attended. She provided the BPAC with a quick reference guide to basic procedures.

Chair Copley moved, seconded by Committee member Yunker Carlson, to adopt the parliamentary procedures outlined in the quick reference guide provided by staff. 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.