



# 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)**

Co-Chair Gilman called the meeting to order at 6:20 p.m.

**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

**Others Present**

Councilmember Julie Hankins  
Planning Commission Liaison Roger Horn  
Intercity Transit Youth Education Specialist Erin Scheel  
Capital Bicycling Club Outreach Coordinator Ken Grubb

Transportation Staff:  
Director of Transportation Mark Russell  
Senior Planner Sophie Stimson  
Senior Program Specialist Michelle Swanson  
Program Assistant Caroline Inions

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

**The agenda was approved as presented.**

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

**3a.** [13-0758](#) Approve July 24, 2013, BPAC Meeting Minutes

**The minutes were approved as presented.**

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

Mr. 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)**

Committee Member Kam 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. Ms. Swanson distributed a flyer she and Kanako created to distribute to businesses and the PBIA to share information on the project and gauge support.

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

Co-Chair Gilman announced 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**

Ms. Scheel 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**

Ms. Swanson shared that Co-Chair Gilman and Chair Fritzel drafted a letter to Council on the CFP that incorporated Committee members' comments from previous meetings.

Mr. 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.

Chair Fritzel reviewed the CFP letter with the Committee. After hearing further comments and suggestions, Co-Chair Gilman agreed to rewrite the letter and send it to the Committee for review before the CFP public hearing on October 10.

**The decision was postponed.**

**6c. [13-0756](#) Puget Street Intersection Options**

Ms. Stimson 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.

Ms. Stimson reported 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 discussion about the proposed intersection options. Ms. Stimson explained why Option 1b is staff's preferred option. After discussion, the Committee stated their preferred option is also 1b.

**The report was received.**

**6d.**     [12-0234](#)           Bicycle Helmet Use

Ms. Swanson summarized the bike helmet report. After discussion, the Committee agreed we should put energy into encouragement and education programs, rather than a helmet use law. Co-Chair Gilman 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)**

Ms. Inions confirmed the Committee's next meeting is scheduled for November 20, which is a week early, due to the Thanksgiving Holiday.

Ms. Swanson 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 discussion about putting together a sub-committee to attend the Comprehensive Plan Update meetings. Committee Members Clifthorne, Wootan, and Yunker volunteered. Someone mentioned Committee Member Ford might also be interested.

Co-Chair Gilman asked that he and Chair Fritzel be included in sub-committee emails.

Ms. Stimson reported 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.

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

**8. Adjournment**

The meeting was adjourned.