



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Max DeJarnatt
360.570.3723

Wednesday, March 19, 2025

6:00 PM

Online via ZOOM

Register to attend:

https://us02web.zoom.us/webinar/register/WN_luVDD-pDQCeslazAzJgOmg

1. CALL TO ORDER (6:00)

1.A ROLL CALL (6:00-6:01)

2. APPROVAL OF AGENDA (6:01-6:02)

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

- 3.A** [25-0083](#) Approval of January 15, 2025 Bicycle and Pedestrian Advisory Committee Meeting Minutes.

Attachments: [Minutes](#)

4. PUBLIC COMMENT (6:05-6:15)

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 (6:15-6:25)

6. BUSINESS ITEMS

6.A [25-0246](#)

ADA Transition Plan and Implementation Briefing

Attachments: [Link to City's ADA webpage](#)

(6:25-6:55)

6.B [25-0247](#)

Comprehensive Plan Update - Climate Chapter

Attachments: [Climate Chapter transportation goals and policies table](#)
[Engage Olympia webpage](#)

(6:55-7:25)

6.C [25-0245](#)

Safe Schools Funding Steering Committee update

(7:25-7:55)

7. **REPORTS**

7.A [25-0244](#)

Housekeeping Report

Attachments: [Parliamentary procedure quick guide](#)

[March quick reference work plan](#)

(7:55-8:00)

9. 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.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Bicycle and Pedestrian Advisory Committee

Approval of January 15, 2025 Bicycle and Pedestrian Advisory Committee Meeting Minutes.

Agenda Date: 3/19/2025
Agenda Item Number: 3.A
File Number:25-0083

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

Title

Approval of January 15, 2025 Bicycle and Pedestrian Advisory Committee Meeting Minutes.



Meeting Minutes

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Max DeJarnatt
360.570.3723

Wednesday, January 15, 2025

6:00 PM

Online via ZOOM

Register to attend:

https://us02web.zoom.us/webinar/register/WN_luVDD-pDQCeslazAzJgOmg

1. CALL TO ORDER (6:00)

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

1.A ROLL CALL (6:00-6:01)

Present: 7 - Chair Tom Dillon, Vice Chair Matt Schierholtz, Committee member Sean Ferguson, Committee member Travis Millar, Committee member Jennifer Riedmayer, Committee member Garin Schrieve and Committee member Marty Slighte

Excused: 1 - Committee member Alison Bremner

2. APPROVAL OF AGENDA (6:01-6:02)

The agenda was approved.

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

3.A [25-0029](#) Approval of November 20, 2024 Bicycle and Pedestrian Advisory Committee Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT (6:05-6:15)

Mike Ruth spoke.

5. ANNOUNCEMENTS (6:15-6:25)

Staff made announcements.

6. BUSINESS ITEMS

6.A [25-0048](#) Comprehensive Plan Transportation Chapter Update

The discussion was completed.

6.B [25-0027](#) Draft 2025-26 BPAC work plan

Chair Dillon moved, seconded by Committee member Riedmayer, to forward a recommendation to approve the workplan as proposed. The motion carried by unanimous vote.

Excused: 1 - Committee member Bremner

6.C [25-0028](#) New member applications review

Chair Dillon moved, seconded by Committee member Slighte, to recommend for consideration candidates 43, 38, and 5 as primary with candidates 9 and 13 as alternates. The motion carried by unanimous vote.

7. REPORTS

7.A [25-0049](#) Housekeeping Report

The report was received.

8. ADJOURNMENT (8:00)

Chair Dillon adjourned the meeting at 7:28 p.m.



Bicycle and Pedestrian Advisory Committee

ADA Transition Plan and Implementation Briefing

Agenda Date: 3/19/2025
Agenda Item Number: 6.A
File Number:25-0246

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

Title

ADA Transition Plan and Implementation Briefing

Recommended Action

Information only. No action requested.

Report

Issue:

Briefing on the City's ADA Transition Plan and the next steps on reporting its implementation.

Staff Contact:

Tobi Hill-Meyer, ADA and Accessibility Coordinator, City Manager's Office, 360.753.8285

Presenter(s):

Tobi Hill-Meyer, ADA and Accessibility Coordinator

Background and Analysis:

The City Council adopted an ADA Transition Plan in May 2021, which outlines the progress the City has made and the work it has yet to do to implement the Americans with Disabilities Act. Staff will give an overview of the Transition Plan and describe next steps in reporting on its implementation.

Options:

None - information only

Financial Impact:

None from this briefing

Attachments:

[Link to City's ADA webpage](#)



Bicycle and Pedestrian Advisory Committee

Comprehensive Plan Update - Climate Chapter

Agenda Date:
Agenda Item Number: 6.B
File Number: 25-0247

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

Title

Comprehensive Plan Update - Climate Chapter

Recommended Action

Committee Recommendation:

No action requested.

Report

Issue:

Briefing on the draft climate element goals and policies.

Staff Contact:

Jaron Burke, Climate Program Specialist, City Manager's Office, Climate Program, 360.753.8429

Presenter(s):

Jaron Burke, Climate Program Specialist
Pamela Braff, PhD, Director of Climate Programs

Background and Analysis:

In 2023, the state legislature updated the Growth Management Act to require local jurisdictions to include planning for climate change and resiliency in their comprehensive plans.

Goals and policies to address climate resilience and mitigation are being developed and reviewed as a part of the Climate Chapter. These goals and policies will be integrated throughout all chapters of the Comprehensive Plan, including the Transportation Chapter, after the Climate Chapter is reviewed and accepted by City Council.

Members may recall that the Comprehensive Plan is being updated on a chapter-by-chapter basis. Right now, the Climate Chapter is being drafted; the draft goals and policies are available for review, and staff will share some of them during this meeting's presentation. This committee has already reviewed many of the goals and policies that relate to transportation when it reviewed the Transportation Chapter.

This item's discussion is an opportunity to share your feedback on some new proposed goals and policies for the Transportation Chapter. The attached table shows the goals and policies from the

Climate Chapter that relate to the Transportation Chapter. Staff has highlighted the new policies that this Committee has not yet reviewed. Those policies will go through a public process as the Climate Chapter is drafted, and a version of these new policies is likely to be integrated into the Transportation Chapter before the full Comprehensive Plan is adopted by the end of this year.

The new chapter

The new Climate Action & Resilience Chapter will address both climate mitigation, which is the reduction of greenhouse gases, and resiliency, or the ability to adapt to our changing climate. The overarching goals of this chapter are to:

- Reduce greenhouse gas emissions.
- Reduce vehicle miles traveled.
- Improve climate preparedness, response, and recovery efforts.
- Maximize co-benefits and prioritize environmental justice in the development of policies/programs to achieve these goals.

Climate chapter next steps

The draft goals and policies are available for public comment on Engage Olympia through March 19th. We have attached a link if any members are interested in taking the survey.

The Climate Policy Advisory Team will review and respond to public comment from March - April. We will publish the updated draft chapter for a second round of public comment in early May. The entire Comprehensive Plan will be adopted by the end of December 2025.

Options:

None - information only

Attachments:

Climate Chapter Transportation Goals and Policies Table
Engage Olympia Page

Transportation Chapter

Vehicle Miles traveled (VMT) reduction goals are well addressed throughout the transportation chapter. It is unreasonable to cross-list all transportation goals and policies with the Climate Element. Staff recommend cross-listing high-level VMT reduction and vehicle electrification measures with the Climate Element (shown below).

ID	Goal or Policy Language	New or Existing Measure?	Why are we including this goal or policy in the Climate Element?
52	GOAL: The transportation system will support meeting the target of net-zero greenhouse gas emissions by 2040.	Existing (CP)	Supports the reduction of vehicle miles travelled (VMT) in Olympia.
52.1	POLICY: Reshape the transportation system so that it's easier to walk or roll, bike, or take transit than to drive.	Existing (CP)	
53	GOAL: Vehicle miles traveled will be 25% lower than 2021 levels by 2040.	Existing (CP)	Supports the reduction of vehicle miles travelled (VMT) in Olympia.
53.1	POLICY: Build and retrofit streets to support walking, rolling, biking, and taking transit.	Existing (CP)	
54	GOAL: 100% of light-duty vehicles within Olympia will be electric by 2040. 75% of heavy-duty vehicles will be either electric or fueled by green hydrogen by 2040.	Existing (CP)	Supports the reduction of emissions from transportation in Olympia. Transportation contributes 34% of Olympia's community-wide greenhouse gas emissions.
54.1	POLICY: Support the state of Washington's law that all new light-duty passenger vehicles sold, purchased, or registered will be electric starting with the model year 2030.	Existing (CP)	
54.2	POLICY: Seek ways to encourage people to replace gas-powered vehicles with electric vehicles.	Existing (CP)	
54.3	POLICY: Encourage Intercity Transit's transition to green fuel buses.	Existing (CP)	

ID	Goal or Policy Language	New or Existing Measure?	Why are we including this goal or policy in the Climate Element?
54.4	POLICY: Encourage the Port of Olympia to transition diesel-powered freight vehicles serving the Port to green fuels.	Existing (CP)	
54.5	POLICY: Encourage the school district to transition diesel-powered school buses to green fuels.	Existing (CP)	
54.6	POLICY: Convert City fleet to zero-emission vehicles and develop supporting infrastructure and programs.	New	

55	GOAL: Parking is provided in a way that makes its costs more clear to the driver, so people can make better informed choices about whether to drive.	Existing (CP)	Supports the reduction of vehicle miles travelled (VMT) in Olympia.
55.1	POLICY: Manage the cost and supply of parking to prioritize on-street parking for customers over commuters.	Existing (CP)	
55.2	POLICY: Where paid parking exists, develop policies to ensure that people pay for parking the day or hour they use it. Avoid the sale of weekly, monthly, or yearly parking permits, so that people make the decision to drive on a daily basis. This may make them more inclined to walk, roll, bike, or take transit.	Existing (CP)	
55.3	POLICY: Work with the state of Washington on consistent parking strategies to help meet the commute trip and vehicle miles reduction goals of the region.	Existing (CP)	
55.4	POLICY: Allocate curb space strategically. Repurpose some vehicle parking stalls for active uses that complement adjacent land uses.	Existing (CP)	
55.5	POLICY: Limit parking spaces near transit-oriented development to encourage use of transit and decrease single-occupancy vehicle travel.	New	

ID	Goal or Policy Language	New or Existing Measure?	Why are we including this goal or policy in the Climate Element?
56	GOAL: Seek ways to reduce the urban heat island effect in street design.	Existing (CP)	Protects public health, increases tree canopy, supports local businesses and livability, and protects street surfacing from extreme heat.
56.1	POLICY: Include street trees in street design to shade sidewalks, protect asphalt from heat, and buffer pedestrians. Proper selection, care, and placement are critical to long-term maintenance of trees along streets, pavement, and sidewalks	Existing (CP)	
56.2	POLICY: Include vegetation in street designs to reduce heat island and stormwater impacts and to improve the visual appeal of streets.	Existing (CP)	
56.3	POLICY: Where feasible, use pavement and sidewalk materials that reduce heat island and stormwater impacts.	Existing (CP)	
57	GOAL: As new streets are built and existing streets are reconstructed, add multimodal features consistent with the policies in this plan and specified in the City of Olympia Engineering Design and Development Standards.	Existing (CP)	Reduces marine and aquatic pollution and prevents street flooding. Protects public health from extreme heat.
57.1	POLICY: Use innovative designs to reduce or eliminate stormwater run-off.	Existing (CP)	
57.2	POLICY: Seek opportunities to add shade and cooling features with sidewalk and street projects.	New	
58	GOAL: The street network is a well-connected system of small blocks, allowing short, direct trips for pedestrians, bicyclists, transit users, drivers, and service vehicles.	Existing (CP)	Addresses emergency response and routing concerns from sea level rise.
58.1	POLICY: Build new street connections so that emergency vehicles, transit, and other service vehicles have direct and efficient access.	Existing (CP)	

ID	Goal or Policy Language	New or Existing Measure?	Why are we including this goal or policy in the Climate Element?
59	GOAL: Intercity Transit’s short- and long-range plans are supported.	Existing (CP)	Provides shade and protection for pedestrians and transit riders during extreme heat. Promotes equity.
59.1	Policy: Coordinate with Intercity Transit in requiring developers to provide facilities that help transit riders easily walk, roll, or bike to and from stops, such as shelters, awnings, bike parking, walkways, benches, and lighting.	Existing (CP)	
60	GOAL: Ensure that the local transportation system — including infrastructure, routes, and travel modes — is able to withstand and recover quickly from the impacts of extreme weather events and other hazards exacerbated by climate change.	New	Ensures transportation networks can withstand and recover from extreme heat, sea level rise, and extreme precipitation impacts.
60.1	POLICY: Use the most up-to-date hazard data to map transportation infrastructure that is vulnerable to repeated floods, sea level rise, and other physical hazards. Designate alternative travel routes for critical transportation corridors when streets must be closed. Align with regional planning efforts.	New	
60.2	POLICY: Facilitate quick recovery of the whole multimodal transportation system after disruption from disasters or extreme weather events.	New	
60.3	POLICY: Continue to collaborate with WSDOT on bridge monitoring, maintenance, and impacts from extreme heat and extreme weather.	New	
60.4	POLICY: Factor climate impacts into management and maintenance of streets and transportation assets	New	

ID	Goal or Policy Language	New or Existing Measure?	Why are we including this goal or policy in the Climate Element?
61	GOAL: All streets are safe and inviting for pedestrians and bicyclists. Streets are designed to be human scale and encourage safe driving.	Existing (CP)	Supports community pride, identity, and economic development under future climate conditions, including rising temperatures.
61.1	Create attractive streetscapes with sidewalks, trees, planter strips, and pedestrian-scale streetlights. In denser areas, provide benches, building awnings, and attractive and functional transit stops and shelters.	Existing (CP)	



Bicycle and Pedestrian Advisory Committee Safe Schools Funding Steering Committee update

Agenda Date: 3/19/2025
Agenda Item Number: 6.C
File Number:25-0245

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

Title

Safe Schools Funding Steering Committee update

Recommended Action

Discussion only. No action requested.

Report

Issue:

Discussion on the Safe Schools Funding Steering Committee work.

Staff Contact:

Max DeJarnatt, Associate Planner, Public Works Transportation, 360.570.3723

Presenter(s):

Max DeJarnatt, Associate Planner
Matt Schierholtz, BPAC Vice Chair

Background and Analysis:

At its November meeting, BPAC assigned committee member Matt Schierholtz as its representative to serve on the Safe Schools Funding Steering Committee, which is tasked to identify projects for the Olympia School District's four-year technology and safety levy. This levy set aside nearly \$2 million to improve walking and biking routes to school.

The committee held its first meeting February 24th, where school district and city staff shared a potential framework for feasible and impactful improvements. Committee members also shared their priorities for this work.

Vice Chair Schierholtz will report on the discussion and ask questions to BPAC.

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

Options:

None - discussion only

Financial Impact:

N/A

Attachments:

None



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Bicycle and Pedestrian Advisory Committee

Housekeeping Report

Agenda Date: 3/19/2025
Agenda Item Number: 7.A
File Number:25-0244

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"*

2025-26 Work Plan: Bicycle Pedestrian Advisory Committee

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.

Meeting date	Item	Item type	Minutes allotted	Deliverable
May 2025	New member orientation (5:00pm)	Orientation	40	
	Pacific & State Bike and Pedestrian Safety Improvements	Briefing	40	Comments to staff
	Sidewalk Repair Assessment results	Briefing	45	Comments to staff
July 2025	Capital Facilities Plan	Briefing	40	Decision about approach to CFP update
	Engineering Design and Development Standards update	Briefing	30	Comments to staff
September 2025	Capitol Way/Blvd Street Reconfiguration	Briefing	40	Comments to staff
	CFP Memo	Discussion	45	Memo to Council
November 2025	New member applications process	Discussion	15	Comments to staff
	Officer elections	Decision	15	Chair, Vice Chair elected for 2026
	Sidewalk Repair Policy Considerations	Briefing	40	Comments to staff
January 2026	Review new member applications	Decision	30	Recommendation to City Council
	Work Plan	Discussion	20	Decision
March 2026	Street Safety Plan	Briefing	40	Comments to staff

