



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle Swanson
360.753.8575

Wednesday, May 17, 2017

6:30 PM

Council Chambers

1. **CALL TO ORDER (6:30 - 6:31)**

1.A **ROLL CALL (6:31 - 6:32)**

2. **APPROVAL OF AGENDA (6:32 - 6:34)**

3. **APPROVAL OF MINUTES (6:34 - 6:37)**

3.A. [17-0529](#) Approval of March 15, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes

Attachments: [DRAFTMeetingMinutes_031517](#)

4. **PUBLIC COMMENT (6:37 - 6:45)**

During this portion of the meeting, citizens 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 maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. **ANNOUNCEMENTS (6:45 - 7:00)**

6. **BUSINESS ITEMS (7:00 - 8:25)**

6.A. [17-0536](#) Prioritize Bike Corridors

Attachments: [Bike Corridors Map](#)
[Summary of Staff's Recommendation](#)
[Hyperlink to Bike Corridors Page](#)

(7:00 - 7:35)

6.B. [17-0537](#) Projects for Bicycle Improvements Program

Attachments: [Project List for Bike Improvements Program](#)

(7:35 - 8:10)

6.C. [17-0538](#) Neighborhood Pathways Program Update

Attachments: [Neighborhood Pathways Discussion Notes](#)

[Hyperlink to Neighborhood Pathways Program](#)

(8:10 - 8:25)

7. HOUSEKEEPING (8:25 - 8:30)

7.A. [17-0530](#) Housekeeping: May Quick Reference Work Plan

Attachments: [Quick Reference Work Plan](#)

8. ADJOURNMENT (8:30)

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
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Bicycle and Pedestrian Advisory Committee
Approval of March 15, 2017 Bicycle Pedestrian
Advisory Committee Meeting Minutes

Agenda Date: 5/17/2017
Agenda Item Number: 3.A.
File Number: 17-0529

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

Title

Approval of March 15, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes



Meeting Minutes

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle Swanson
360.753.8575

Wednesday, March 15, 2017

6:15 PM

Council Chambers

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

Chair Copley called the meeting to order at 6:15 pm.

2 ROLL CALL (6:16 - 6:17)

Present: 7 - Chair David Copley, Vice Chair Kris Fransen, Committee member Rebecca Brown, Committee member Barb Bumann, Committee member Scott Morgan, Committee member Jan Vleck and Committee member Brittany Yunker Carlson

Excused: 1 - Committee member Christina Lock

Others Present

Mayor Pro Tem Nathaniel Jones
Councilmember Julie Hankins
Public Works Staff:
Transportation Director Mark Russell
Senior Planner Sophie Stimson
Senior Program Specialist Michelle Swanson
Program Assistant Heather Reed
City Surveyor Ladd Cluff
Supervising Engineer Tim Richardson
Indian Creek Neighborhood Association member Bill Nevue
Northeast Neighborhood Association member Peter Guttchen
Northwest Neighborhood Association member Daniel Einstein
Wildwood Neighborhood Association member Mary Beth Lang
Woodland Trail Greenway Association members:
Jeff Glass
Jack Horton
Jim Rainwood

3 APPROVAL OF AGENDA (6:17 - 6:19)

The agenda was approved.

4 APPROVAL OF MINUTES (6:19 - 6:22)

4.A. [17-0219](#) Approval of February 15, 2017 Bicycle Pedestrian Advisory Committee

Meeting Minutes

The minutes were approved.

5. PUBLIC COMMENT (6:22 - 6:30)

Jack Horton made comments about mile marker installations on regional trails. Jim Rainwood commented that the City acquired two parcels near the Olympia Woodland Trail.

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

Michelle Swanson, Chair David Copley, and BPAC Member Brittany Yunker Carlson made announcements.

6.A. [17-0275](#) Action Plan Update Process

Michelle Swanson shared an email and handout from Stacey Ray, Senior Planner, Community Planning & Development, requesting input on the 2017 Action Plan Update process.

The information was received.

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

7.A. [17-0272](#) Neighborhood Pathways Program Discussion

Michelle Swanson briefed the committee and neighborhood representatives on the Neighborhood Pathways Program. Committee members, neighborhood representatives, and City staff discussed the program.

The discussion was completed.

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

8.A. [17-0273](#) Housekeeping

Ms. Swanson briefed the Committee on their work plan.

The report was received.

9. ADJOURNMENT

The meeting was adjourned.



Bicycle and Pedestrian Advisory Committee

Prioritize Bike Corridors

Agenda Date: 5/17/2017
Agenda Item Number: 6.A.
File Number: 17-0536

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

Title

Prioritize Bike Corridors

Recommended Action

Move to recommend finishing the Bike Corridor pilot project and then proceed with the Southeast to Downtown Route

Report

Issue:

Whether to support staff's recommendation to finish the pilot project and then move forward with the Southeast to Downtown route as the next Bike Corridor.

Staff Contact:

Sophie Stimson, Senior Planner, Public Works | Transportation, 360.753.8497

Presenter(s):

Sophie Stimson

Background and Analysis:

Bike Corridors are on small, quiet streets that do not have much car traffic. Since there are fewer cars, it is easier for people biking and driving to share the same lane. Bike Corridors are called bike boulevards or neighborhood greenways in other cities. We design Bike Corridors to appeal to people who are interested in riding bicycles but are concerned about riding in bike lanes on busy streets.

In 2014, the City Council funded a pilot project of a Bike Corridor. To find a good candidate route, the BPAC and staff worked throughout 2014 to evaluate the whole City for possible routes and came up with several. From those possible routes, the BPAC and staff chose a pilot project route. The pilot project route connects Lions Park to downtown and was built in 2016.

Next Steps with the pilot project

The west leg of the 7th and Adams intersection is being built by the developer of the nearby Franklin Lofts apartment building. When it is built, the pilot project will go all the way to Sylvester Park.

Because this was a pilot project, we built part of it with interim materials. Since it has been successful, we will need to make some parts of it permanent, including:

- Filling in the painted bulb-outs at 5th & Eastside and 7th & Plum with concrete
- Refreshing the pavement markings with more durable material
- Adding traffic calming to 5th Ave between Eastside & Pear

We recommend completing the pilot project before starting a new Bike Corridor.

As part of the outreach we did for the Bike Corridor pilot project, we heard that people want us to build more Bike Corridors. When we asked about specific routes, we did not hear objections to the routes that the BPAC and staff had identified as viable.

Proposed Priorities

City staff have reviewed the recommended routes and prioritized two for future construction after completion of the pilot project:

1. Southeast to Downtown Route from Sylvester Park to the Olympia Woodland Trail
2. Westside route from NW Thomas to the Decatur Pathway

Please see the attached list of routes and prioritization considerations. We have also included a map.

We recommend that the Southeast to Downtown Route be the next Bike Corridor route for these reasons:

- It lets people within a comfortable biking distance of the Woodland Trail get downtown without facing traffic stress
- It will link in to the proposed high-comfort bike route to the Farmers Market along Washington Street that we are building as part of the Downtown Strategy
- It will give people access by bike to a lot of worksites and public institutions
- It builds on last year's investment in the Fairview Street Pathway

The Southeast to Downtown Route and the Westside Route will be listed in the preliminary *2018-2023 Capital Facilities Plan* (CFP), available for review in July. Staff had to submit projects for the draft CFP prior to this BPAC discussion. If the BPAC does not support this prioritization, we may be able to change the draft. If not, the BPAC can comment about changes it wants to see to the CFP when it reviews it later this year.

At a later date, once estimates are developed, staff can report on the estimated cost to complete the pilot and the estimated cost to build the Southeast to Downtown Route.

Options:

1. Support staff's recommendation to complete the pilot project, and then pursue the Southeast to Downtown Route.
2. Make a different recommendation on Bike Corridor priorities.

Financial Impact:

We expect that Bike Corridors will be funded at \$50,000 in the preliminary *2018-2023 Capital Facilities Plan*. We will likely use that as a match for a grant to complete future Bike Corridors.

Attachments:

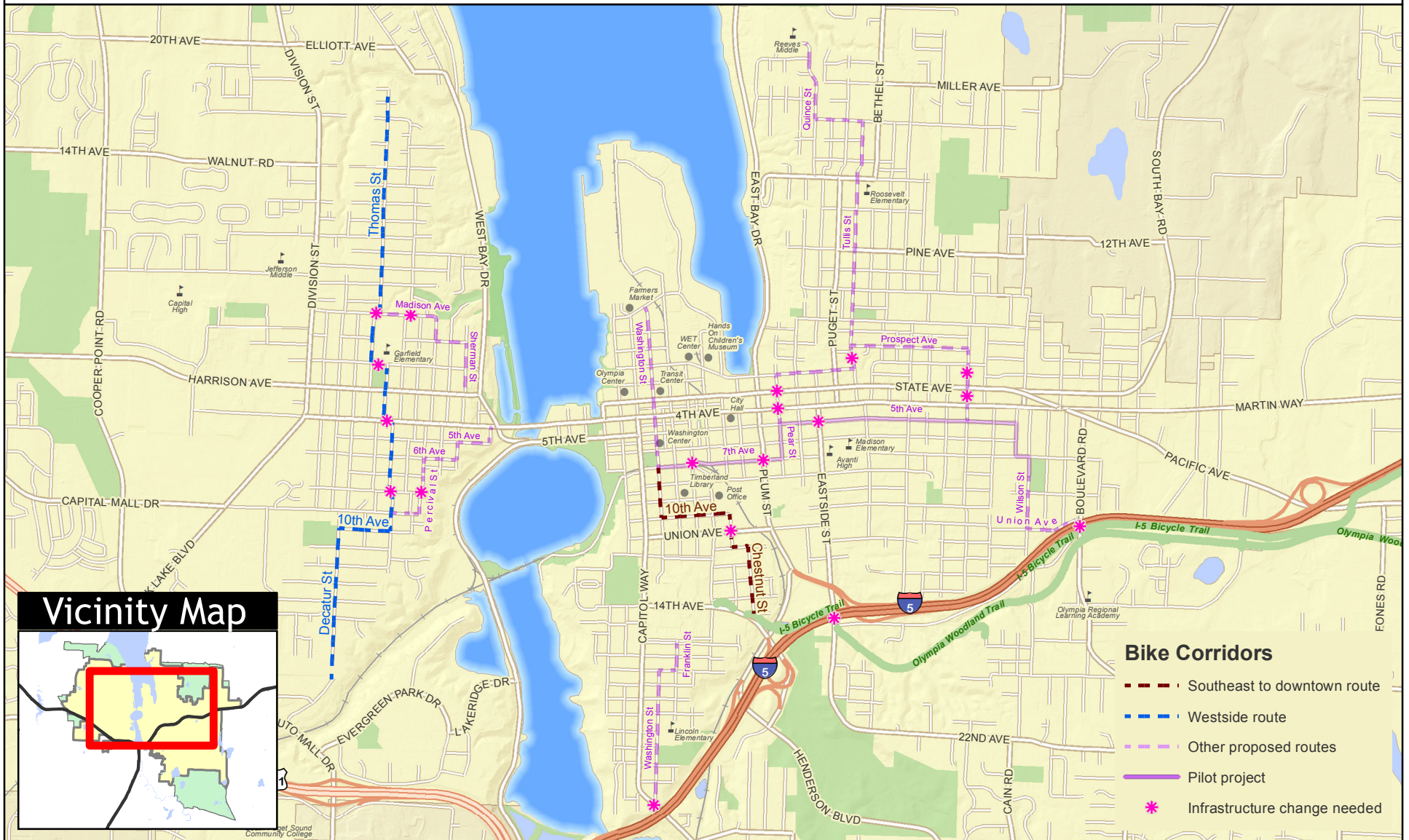
Type: recommendation **Version:** 1 **Status:** In Committee

Bike Corridors Map
Summary of Staff's Recommendations
[Link to Bike Corridors page](#)

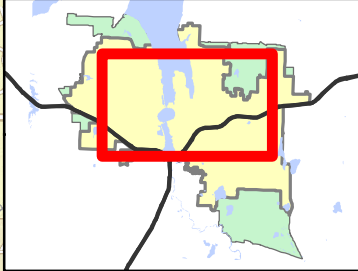


Bike Corridors

Pilot Project & Potential Future Routes



Vicinity Map



Bike Corridors

- Southeast to downtown route
- Westside route
- Other proposed routes
- Pilot project
- * Infrastructure change needed

0 1/2 1 Miles

Map printed 5/10/2017

For more information, please contact:
Michelle Swanson, AICP, Senior Program Specialist
mswanson@ci.olympia.wa.us
360.753.8575

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Notes on Bike Corridor Route Priorities May 9, 2017

Priority	Route	Features	Rationale/Timing notes
1	Complete Pilot Project	<ul style="list-style-type: none"> • Make bulb-outs at Plum & 7th and 5th & Eastside permanent • Re-do pavement markings with more durable material • Add traffic calming to 5th Ave between Eastside & Pear 	<ul style="list-style-type: none"> • Project has been successful; people want it to be permanent
2	Southeast to Downtown Route <i>Sylvester Park to Olympia Woodland Trail (OWT)</i>	<ul style="list-style-type: none"> • 14 blocks • Crossing of Union at Cherry • Includes crossing improvement to link I-5 Trail to OWT at Eastside Street 	<ul style="list-style-type: none"> • Connects to pilot project • Opens up route for SE neighborhood to connect into downtown using trail • Consistent with emphasis of Downtown Strategy (get people downtown) • Sets stage for proposed Washington Street bike facility to Farmers Market, which will be a high-comfort facility • Optimizes Fairview Pathway connection to OWT • Union & Cherry crossing also valuable for pedestrians • Access to lots of worksites and public institutions
3	Westside Route <i>NW Thomas St to Decatur Pathway</i>	<ul style="list-style-type: none"> • 34 blocks • Crossing of Harrison at Perry St signal • Pathway needed in Woodruff Park • 4 treatments at jogs in route 	<ul style="list-style-type: none"> • Need to build pathway at north end of Woodruff Park; can be done independent of park improvements • Connects to Decatur St. Pathway • Balances east and west parts of the City
4	Capitol Campus to Wildwood Center Route	<ul style="list-style-type: none"> • 13 blocks • Assumes high-comfort facility on Capitol Way bridge over I-5 	<ul style="list-style-type: none"> • Assumes high-comfort facility across bridge; this will take some design work • A few blocks of improvements and addressing the existing barrier of the I-5 Bridge opens up access to Wildwood and Carlyon neighborhoods • Requested by neighborhood groups
	Lions Park to OWT	<ul style="list-style-type: none"> • 6 blocks • Crossing island in Boulevard @ I-5 Trail 	<ul style="list-style-type: none"> • Connects pilot project to OWT & I-5 Trail
	NE Route Tullis to Reeves	<ul style="list-style-type: none"> • 18 blocks • Speed control in one location 	<ul style="list-style-type: none"> • Should be coordinated with Prospect route

	Prospect/Olympia Ave/Fir /Quince	<ul style="list-style-type: none"> • 18 blocks • 2 locations of speed control • Crossing improvements at State and @ 4th 	<ul style="list-style-type: none"> • Coordinate with timing of crossing improvement at Olympia and East Bay
	NW neigh to Westside route	<ul style="list-style-type: none"> • 8 blocks 	<ul style="list-style-type: none"> • Potentially wait until isthmus improvements more defined; isthmus is barrier in high-comfort network
	SW neigh to Westside route	<ul style="list-style-type: none"> • 12 blocks 	<ul style="list-style-type: none"> • Potentially wait until isthmus improvements more defined; isthmus is barrier in high-comfort network



Bicycle and Pedestrian Advisory Committee

Projects for Bicycle Improvements Program

Agenda Date: 5/17/2017
Agenda Item Number: 6.B.
File Number: 17-0537

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

Title

Projects for Bicycle Improvements Program

Recommended Action

Move to recommend projects for the Bicycle Improvements Program.

Report

Issue:

Whether to support staff's recommended projects for the Bicycle Improvements Program.

Staff Contact:

Sophie Stimson, Senior Planner, Public Works | Transportation, 360.753.8497

Presenter(s):

Sophie Stimson

Background and Analysis:

The Bicycle Improvements Program started in 2016 as a way to prioritize small fixes that the City can make to the existing network of bicycle infrastructure. We created this program in response to comments that the BPAC made about past *Capital Facilities Plans*.

The first project in the program was to extend the bike lane on Cooper Point Rd/Automall Dr to Caton Way. We will be able to do this in the summer by restriping the lanes after a resurfacing project. The funding set aside for that project can now be applied to another project.

Role of the Bicycle Commuter Challenge

Each year, people who participate in the Thurston County Bicycle Commuter Challenge (BCC) have a chance to comment on the transportation system when they submit their mileage log. The BCC coordinator forwards those comments to each jurisdiction. In Olympia, City staff review those comments each year and use them to help prioritize maintenance and projects.

In recent years, the top concerns have been the Cooper Point bike lane, mentioned above, and the condition of the bike lanes on Martin Way. We will be patching the Martin Way bike lanes this summer.

Staff has made a list of projects for the Bicycle Improvements Program. We drew on the comments submitted by the BCC, comments made to us from the public, and our own knowledge of the transportation system. Please see the attached list.

Upcoming projects

The first proposed project in the program is to widen the shoulder through the curve where 28th Ave NW turns into Division Street. We want to give people biking more space from cars. This is a well-used bike route for people riding between The Evergreen State College and Olympia.

The second project is a proposal to reconfigure Lakeridge Drive to give uphill bicyclists a bike lane. We will likely need to install sharrows for downhill cyclists.

These projects will be listed in the preliminary *2018-2023 Capital Facilities Plan* (CFP), available for review in July. Staff had to submit projects for the draft CFP prior to this BPAC discussion. If the BPAC does not support these projects, we may be able to change the draft. If not, the BPAC can comment about changes it wants to see to the CFP when it reviews it later this year.

Options:

Option 1: Support staff's recommendation to pursue the Division/28th widening and Lakeridge Drive projects

Option 2: Make a different recommendation

Financial Impact:

The program is proposed to be funded at \$50,000 in the preliminary CFP.

Attachments:

Project list for Bike Improvements Program

Notes on Small Bike Improvements for CFP

Draft May 9, 2017 for BPAC

Short Term Priorities

Division/28th curve: Add pavement to curve so people on bikes have a greater buffer from vehicles. Resurfacing will allow restriping of lanes to maximize width for southbound bike lane. Future widening needed for northbound bike lane.

Lakeridge Hill: Proposed buffered bike lane westbound, uphill with lane removal at west end of street. Use sharrows in eastbound direction.

East Bay & Olympia: Design solution that extends southbound bike lane on East Bay Drive to Olympia Ave and improves the pedestrian crossing with a refuge island or beacons. Chip seal planned 2018; restripe then.

Other ideas

State Ave bike lane: Extend bike lane to Franklin by removing one stall at Acme Fuel (to Adams) or more stalls to transit center at Franklin

Capitol and Washington: High comfort facility needed across I-5 bridge, possible a crossing island for southbound bicyclists or a two-way protected bike lane on north/east side of bridge

Rogers Street cracks: Repave

Boulevard northbound between ORLA & I-5: Restripe to continue bike lane, possibly on-street parking removal

Eastside and Boulevard and Olympia Woodland Trail: Create dedicated turn pocket for bikes on to trail

Kings Way to 28th Ave SE: Build transition between pathway and street

4th Avenue: Where bike lane ends at Wilson, explore multiple design solutions.

5th and Deschutes: Where bike lane ends at dam, explore multiple design solutions.

To be addressed with upcoming projects

Cooper Pt Road Auto Mall at Caton: extension of bike lane that end before Caton
Addressed with paving and restriping Summer 2017

Martin Way Bike Lane: Repair pavement surface
Patching to address some locations Summer 2017

5th/Water/Legion: Complete gap in network connecting 5th to Legion bike lanes
Addressed with Legion Way resurfacing project in 2018 or 2019



Bicycle and Pedestrian Advisory Committee

Neighborhood Pathways Program Update

Agenda Date: 5/17/2017
Agenda Item Number: 6.C.
File Number: 17-0538

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

Title

Neighborhood Pathways Program Update

Recommended Action

Information only. No action requested.

Report

Issue:

At the March BPAC meeting, City staff and members of neighborhood groups that have worked on a Neighborhood Pathways project discussed their experience with the program.

Staff Contact:

Michelle Swanson, AICP, Senior Program Specialist, Public Works | Transportation, 360.753.8575

Presenter(s):

Michelle Swanson

Background and Analysis:

During the last BPAC meeting, people who have participated in the Neighborhood Pathways Program answered three questions:

- What was challenging?
- What went well?
- What changes would you suggest?

Staff took notes of that conversation, which are attached. Some of the main ideas that emerged from the discussion were:

- The program was more formal than neighborhood groups expected, which made it harder to work on.
- People want the program to be simpler, but the legal and administrative requirements do not allow for a simpler program.
- The projects were more costly than people expected.
- These projects have a high value to the community.

During the March BPAC meeting, City staff said that we will not issue a call for Neighborhood Pathways projects in 2018. We also said that we are evaluating the structure of the program. We will use the feedback that people shared during the March meeting as part of that evaluation.

The City will begin a process to write a Transportation Master Plan later this year, and Neighborhood Pathways will be part of that larger planning effort. The BPAC and the public will have many opportunities to give input on the Transportation Master Plan. We are considering a Neighborhood Pathways program that weighs the relative priority of each pathway based on objective criteria applied across the City.

While we are not issuing a call for Neighborhood Pathways projects in 2018, we are still seeking funding in the preliminary *2018-2023 Capital Facilities Plan*. The program will have funds for future projects.

City staff will also give an update on the Ensign Pathway.

Options:

None - information only

Financial Impact:

Funding for this program has varied between \$100,000 - \$175,000 each year. It is funded by the Voted Utility Tax.

Attachments:

Neighborhood Pathways discussion notes

[Link to Neighborhood Pathways webpage](#)

NEIGHBORHOOD PATHWAYS PROGRAM DISCUSSION

CHALLENGES

1. Narrow definition of a “project” in this program
2. Hard to identify where pathways might be – City should show map
3. Communication with neighbors, especially those who might be upset about project
4. Info on easements not readily available
5. Info about topography and possible locations of pathways would be helpful
6. Resident perceptions of negative impacts, safety and info to help alleviate concern; be aware of and address
7. Projects grew from simple/low cost and became complex (400 ft. = \$180,000)
8. Newness of program – hard for everyone
9. Maintenance agreement too formal – people don’t want to participate
10. NIMBY thing huge
11. Fairview was handed off several times; may have led to lack of neighborhood buy-in
12. Never a good time to build these
13. Unexpected issues arise – some due to liability that make project complex – Moore Street driveway, hazard trees
14. Working with property owners to meet their expectations
15. Lots of parties and interest and decisions – Neighborhood Association, property owners, City – roles unclear
16. Property rights complex and personal; once start discussion with property owner, need to keep negotiation private
17. Never assume land will be donated; prescriptive rights not used as much
18. Steepness led to stormwater and erosion issues that had to be addressed (more complex than typical flat path)
19. Level of formality not what neighborhood expected
20. Very time consuming for resident/volunteers (hard if full-time job)
21. Disappointments – kids could not do work
22. Had to stick to agreements – level of formality hard
23. Maintenance long-term not addressed

WHAT WENT WELL

1. Got a permanent pathway
2. Two neighborhood associations involved so new collaboration and communication
3. More communication within neighborhood, among neighbors; relationship builder
4. Pathways can discourage negative behaviors
5. City staff attentive – collaborative
6. Staff got to know residents
7. Group effort/ownership
8. Pathway’s great!
9. Staff liked working with and getting to know residents – was fun
10. Easement work led to discovery that benefitted adjacent neighbors
11. Ensign has huge benefits for safer access
12. Kids are off Frederick due to Fairview Pathway
13. Wide range of users emerged as interested in Ensign

14. Lights on Decatur huge improvement
15. 26th Avenue Sidewalk moving forward (submitted as Pathways proposal)
16. Joy Avenue – pilot – without funding from program
17. Would not have built Woodard without City's help

CHANGES

1. What projects weren't funded – what can we learn from them?
2. Look at what neighborhoods want in a more integrated way
3. Enforce development standards – get them built as part of new development
4. More specifics about what to expect
5. Weight which projects are best fit for City program; which need less City involvement
6. Explain upfront expectations to residents
7. Pathways are good value for cost
8. Do more integrated transportation planning and established priorities for pedestrians – maybe?
9. Address multiple projects at once for economics of scale
10. Treat pathways as a formal part of transportation infrastructure
11. Data driven program – ranking system to address high value first
12. Fund maintenance
13. Understand their value more in depth (they will last a long time)
14. Interim process for neighbors to put in trail when City can be involved – so get something sooner
15. Guidelines for smaller neighborhood projects

SUMMARY

1. Pathways “light” (consider liabilities and regulations)
2. Way to know what land is available
3. Do more strategic planning - \$ - what's important
4. Revisit old proposals
5. Program fostered community
6. Look for efficiencies (grouping, planning, etc.)



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Bicycle and Pedestrian Advisory Committee

Housekeeping: May Quick Reference Work Plan

Agenda Date: 5/17/2017
Agenda Item Number: 7.A.
File Number: 17-0530

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

Title

Housekeeping: May Quick Reference Work Plan

2017-8 BPAC Quick Reference Work Plan

Meeting	Items	Time needed	Anticipated deliverable
May 17th	Bike Corridors ➤ Prioritize	35 min	Comments to staff
	Small bike improvements projects ➤ Prioritize	35 min	Comments to staff
	Neighborhood Pathways Program update	15 min	Comments to staff
July 19th	Capital Facilities Plan ➤ Briefing ➤ Form CFP Subcommittee	30 min	Subcommittee
	West Olympia Access ➤ Introductory briefing	30 min	None
	Downtown streets reconstruction project?	25 min	
September 20th	CFP Memo ➤ Discussion	45 min	Memo to Council
	West Olympia Access ➤ Discussion	30 min	Comments to staff
November 15th	Action Plan ➤ Briefing ➤ Discussion	35 min	Comments to staff
	Downtown streets reconstruction project		
	Chair & Vice Chair elections	15 min	Chair, Vice Chair elected

2017-8 BPAC Quick Reference Work Plan

Meeting	Items	Time needed	Anticipated deliverable
January 17th 2018	Transportation Master Plan		
	Downtown streets reconstruction		
	2018-19 Work Plan		Work Plan to Council
March 21st 2018			
	Council Referral ➤ Briefing on City efforts to work with n'hoods on safe walking & biking routes to school	40 min	None