



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle
Swanson
360.753.8575

Wednesday, September 20, 2017

6:15 PM

Council Chambers

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

1.A ROLL CALL (6:16 - 6:17)

2. APPROVAL OF AGENDA (6:17 - 6:19)

3. APPROVAL OF MINUTES (6:19 - 6:22)

3.A. [17-0902](#) Approval of July 19, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes

Attachments: [Draft MeetingMinutes 071917](#)

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

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 (6:30 - 6:40)

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

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

Attachments: [Link to US 101/West Olympia Access Project Page](#)
[Presentation Slides from July Presentation to BPAC](#)

(6:40 - 7:10)

6.B. [17-0956](#) Discuss and Comment on 2018-2023 Preliminary Capital Facilities Plan

Attachments: [DRAFT CFP Subcommittee Letter](#)
[Link to Budget 365 Page](#)

(7:10 - 7:55)

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

(7:55 - 8:05)

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

7.A. [17-0903](#) Housekeeping: Quick Reference Work Plan

Attachments: [2017-18 Quick Reference Work Plan](#)

8. ADJOURNMENT (8:15)

9. 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 July 19, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes

Agenda Date: 9/20/2017
Agenda Item Number: 3.A.
File Number: 17-0902

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

Title

Approval of July 19, 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, July 19, 2017

6:15 PM

Council Chambers

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

Chair Copley called the meeting to order at 6:20 p.m.

1.A ROLL CALL (6:16 - 6:17)

Present: 9 - Chair David Copley, Vice Chair Kris Fransen, Committee member Alison Bremner, Committee member Rebecca Brown, Committee member Barb Bumann, Committee member Christina Lock, Committee member Scott Morgan, Committee member Jan Vleck and Committee member Brittany Yunker Carlson

2. APPROVAL OF AGENDA (6:17 - 6:19)

The agenda was approved.

3. APPROVAL OF MINUTES (6:19 - 6:22)

[17-0751](#) Approval of May 17, 2017 Bicycle Pedestrian Advisory Committee Meeting Minutes

The minutes were approved.

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

There were no public comments.

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

The following people made announcements: Chair David Copley, Committee members Jan Vleck, Kris Fransen, Scott Morgan, Brittany Yunker Carlson, Rebecca Brown, and staff liaison Michelle Swanson.

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

[17-0752](#) Downtown Parking Strategy Briefing

Debbie Sullivan, Deputy Director, Public Works, briefed the committee on the Downtown Parking Strategy.

The report was received.

[17-0753](#) Briefing on the US 101/West Olympia Access Project

Randy Wesselman, Engineering & Planning Supervisor, Public Works Transportation, provided an introductory briefing on the US 101/West Olympia Access Project. The BPAC will discuss the project at its September meeting.

The report was received.

[17-0754](#) Briefing on *Preliminary 2018-2023 Capital Facilities Plan (CFP)* and approving a method to review it

Committee member Vleck moved, seconded by Chair Coppley, to form a subcommittee consisting of Committee members Morgan, Yunker Carlson and Bumann to draft a letter on the Capital Facilities Plan (CFP). The motion passed unanimously.

Committee member Morgan moved, seconded by Chair Coppley, to serve as the Chair of the CFP subcommittee. The motion passed unanimously.

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

[17-0755](#) Housekeeping: Quick Reference Work Plan

The report was received.

8. ADJOURNMENT (8:15)

The meeting was adjourned.



Bicycle and Pedestrian Advisory Committee

Discussion of the US 101/West Olympia Access Project

Agenda Date: 9/20/2017
Agenda Item Number: 6.A.
File Number: 17-0955

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

Title

Discussion of the US 101/West Olympia Access Project

Recommended Action

Discussion only. No action requested.

Report

Issue:

Last year, the BPAC requested a briefing on the US 101/West Olympia Access Project. This is the second of two agenda items that the BPAC has on this project this year. The first briefing was at the July 2017 meeting.

Staff Contact:

Randy Wesselman, Engineering & Planning Manager, Public Works | Transportation, 360.753.8477.

Presenter(s):

Randy Wesselman

Background and Analysis:

At the July meeting, Randy Wesselman briefed the BPAC on this project, which is listed in the *2017 Capital Facilities Plan* and the *Preliminary 2018 Capital Facilities Plan*. He will return to briefly address the Committee and answer members' questions.

Options:

None - discussion only.

Financial Impact:

The project is currently unfunded. It is estimated to cost \$35 million in 2016 dollars.

Attachments:

Link to US 101/West Olympia Access Project page
Presentation slides from July presentation to BPAC

US 101 / West Olympia Access Project

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
July 19, 2017

Project Partners: CITY OF OLYMPIA
WSDOT

Consultant Team: PARAMETRIX
SCJ ALLIANCE

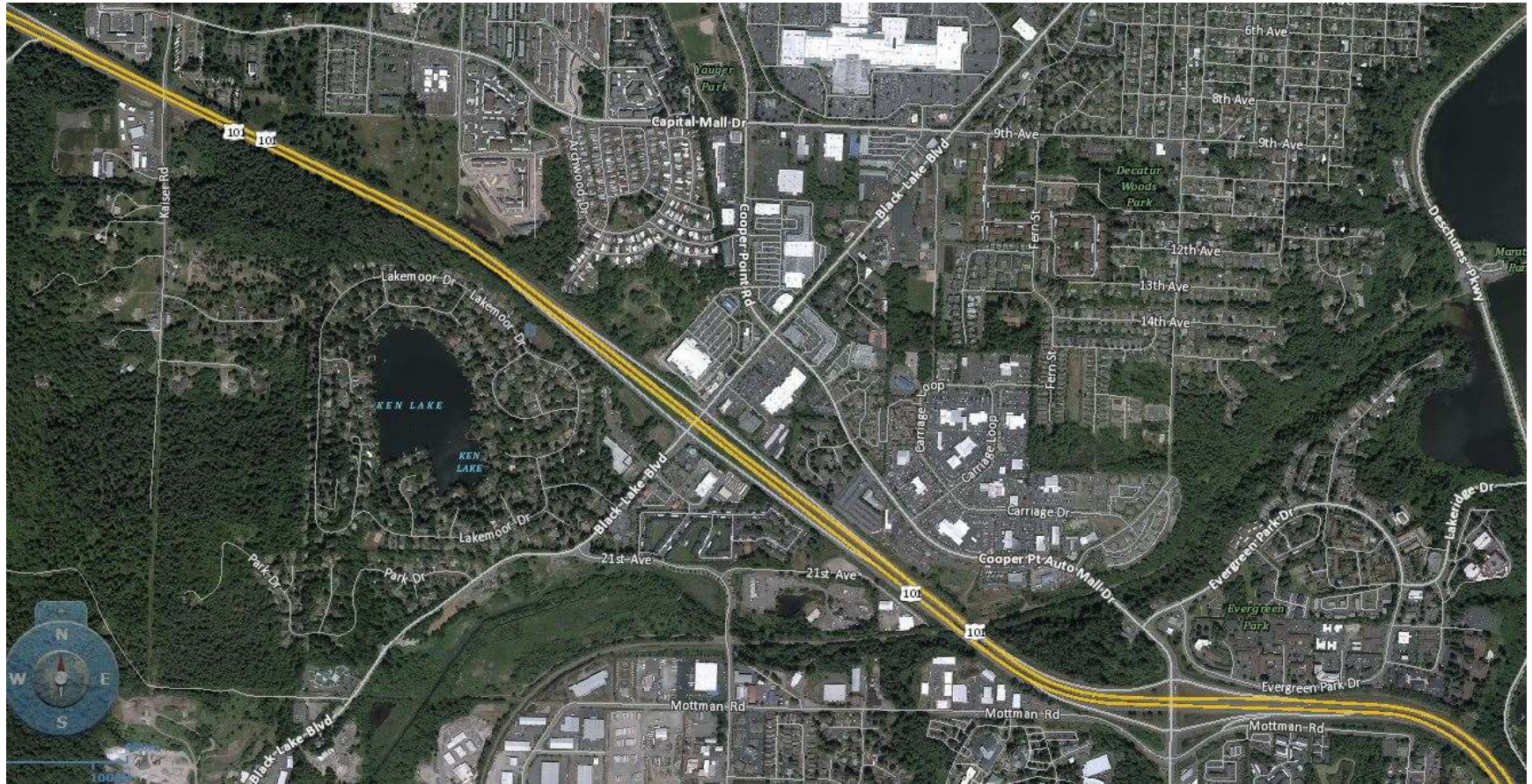
OVERVIEW

- Project Overview
- Environmental Review
 - Noise
 - Stormwater
- Traffic Operations
- Project Status



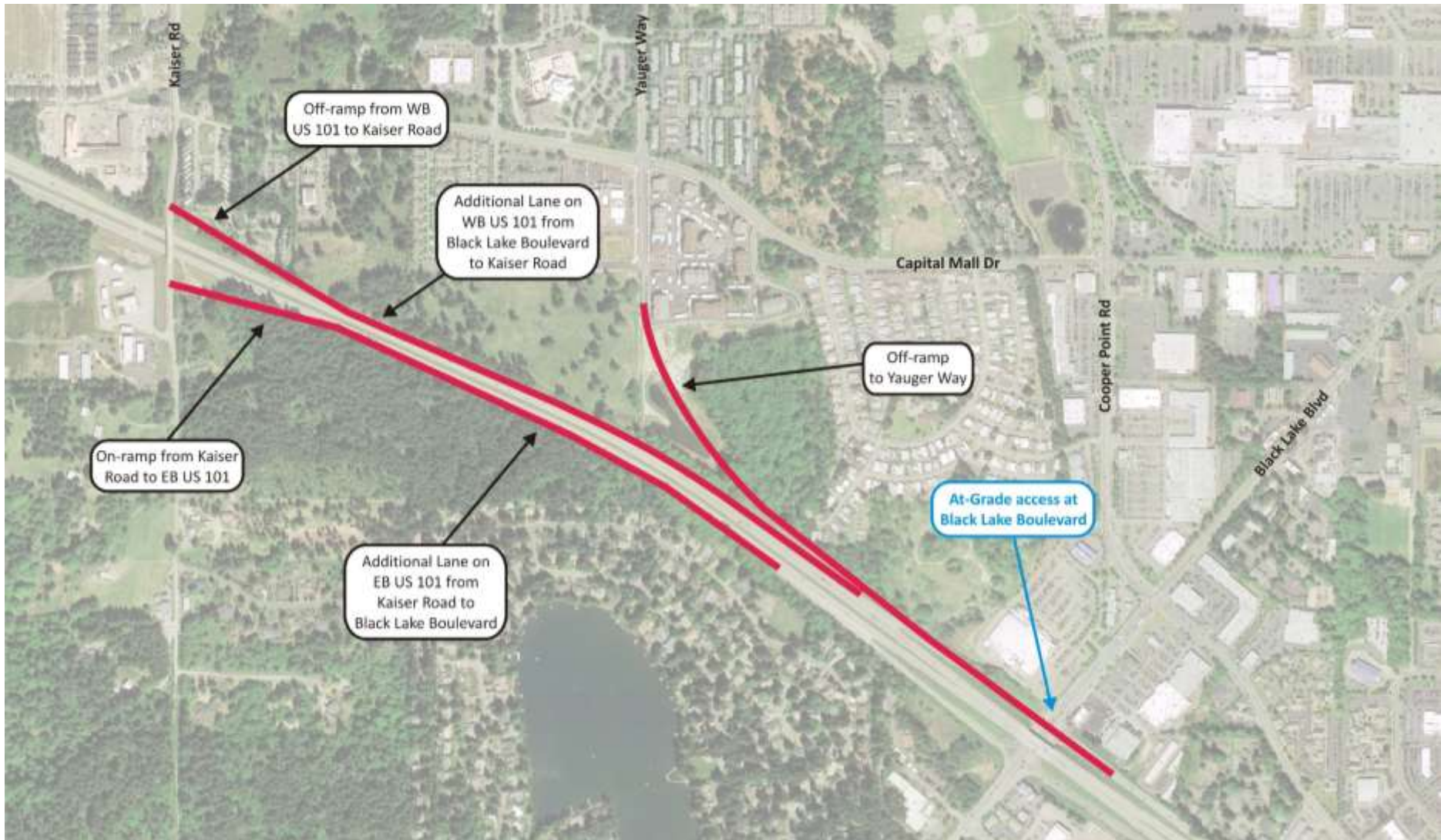
PROJECT OVERVIEW

BACKGROUND

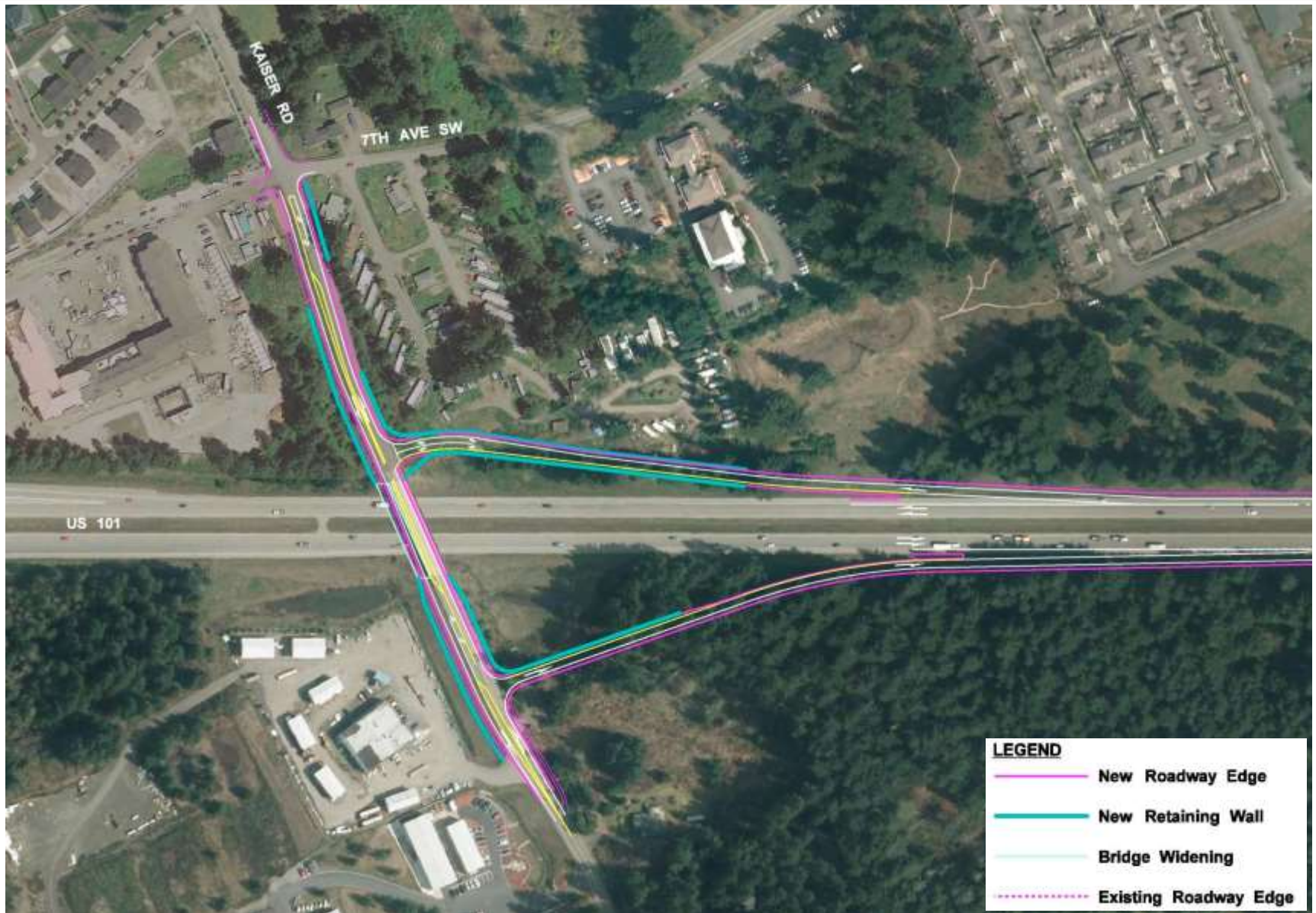


PREFERRED ALTERNATIVE

Preferred Alternative



PRELIMINARY DESIGN – KAISER ROAD



PRELIMINARY DESIGN – YAUGER WAY



PRELIMINARY DESIGN – BLACK LAKE BLVD





ENVIRONMENTAL REVIEW

SEPA ANALYSIS UPDATE

Noise Findings:

- Noise Wall A is located adjacent to Coach Post Mobile Home Park



NOISE

NOISE EVALUATION KEY

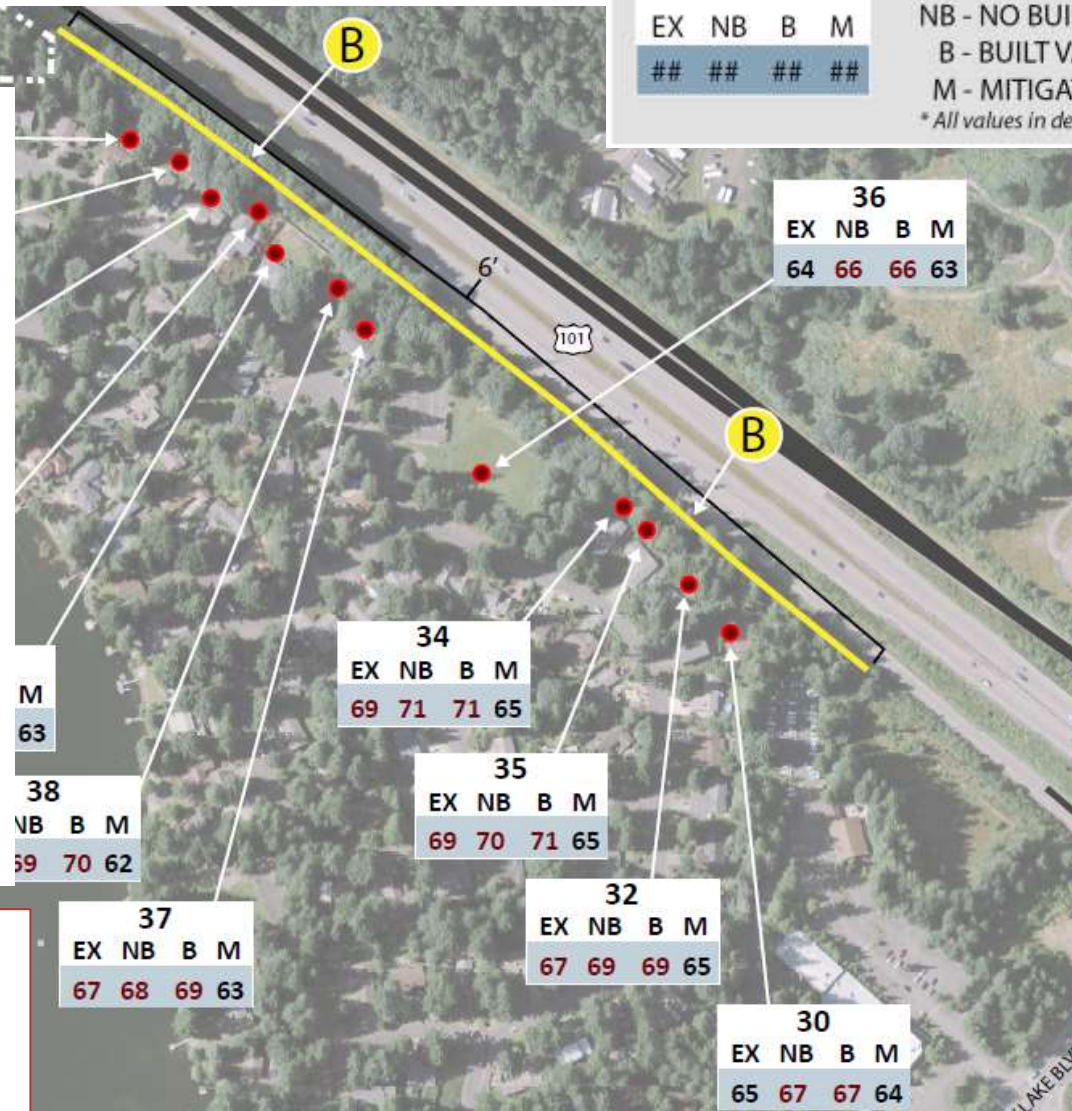
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EX	NB	B	M
##	##	##	##

EX - EXISTING VALUE
NB - NO BUILD VALUE
B - BUILT VALUE
M - MITIGATED VALUE
** All values in decibels (dB)*

Noise Findings:

- Noise Wall B is located adjacent to the Lakemoor/Ken Lake Community



Impacted Noise Reciever



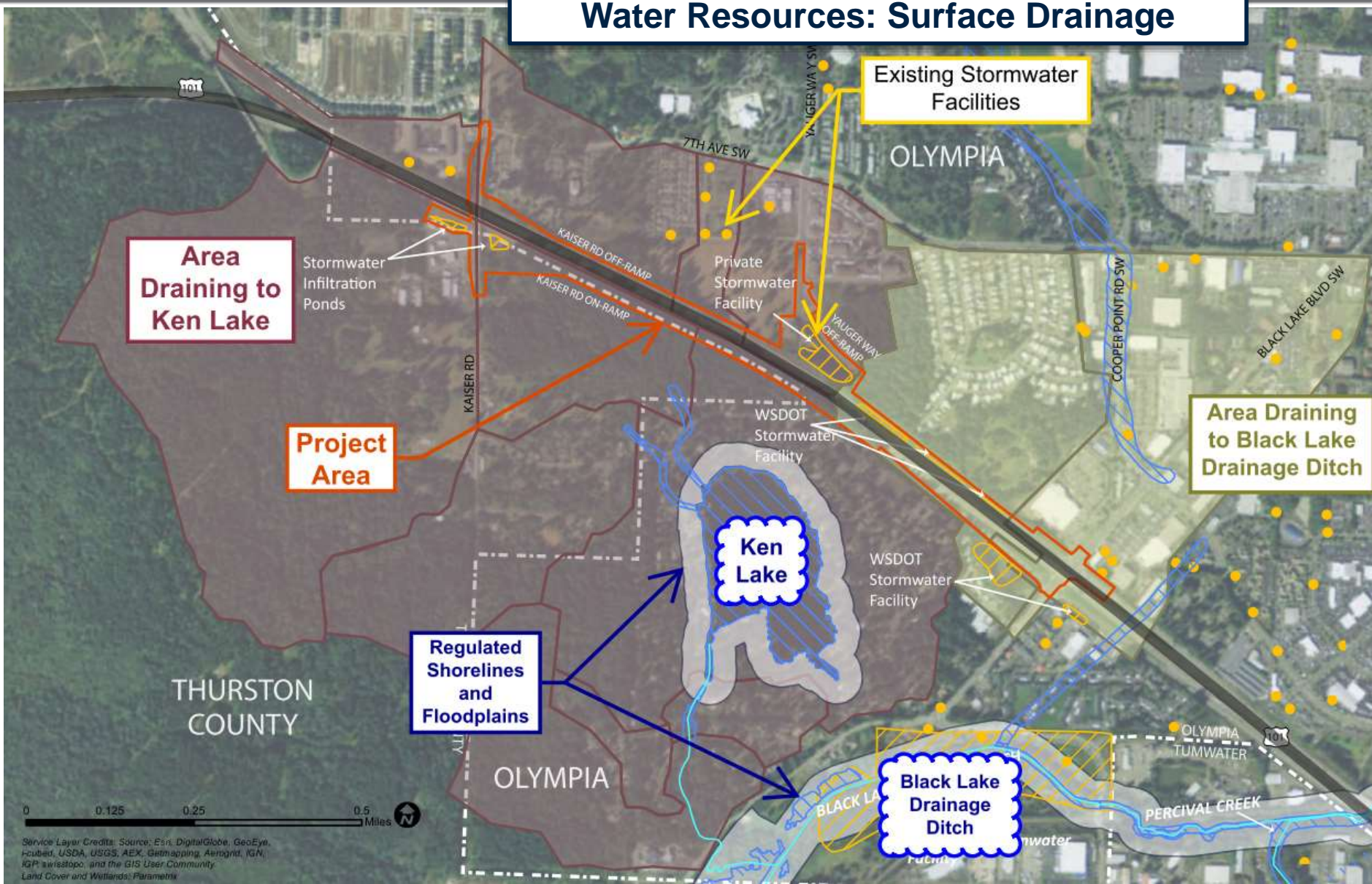
Noise Wall



STORMWATER

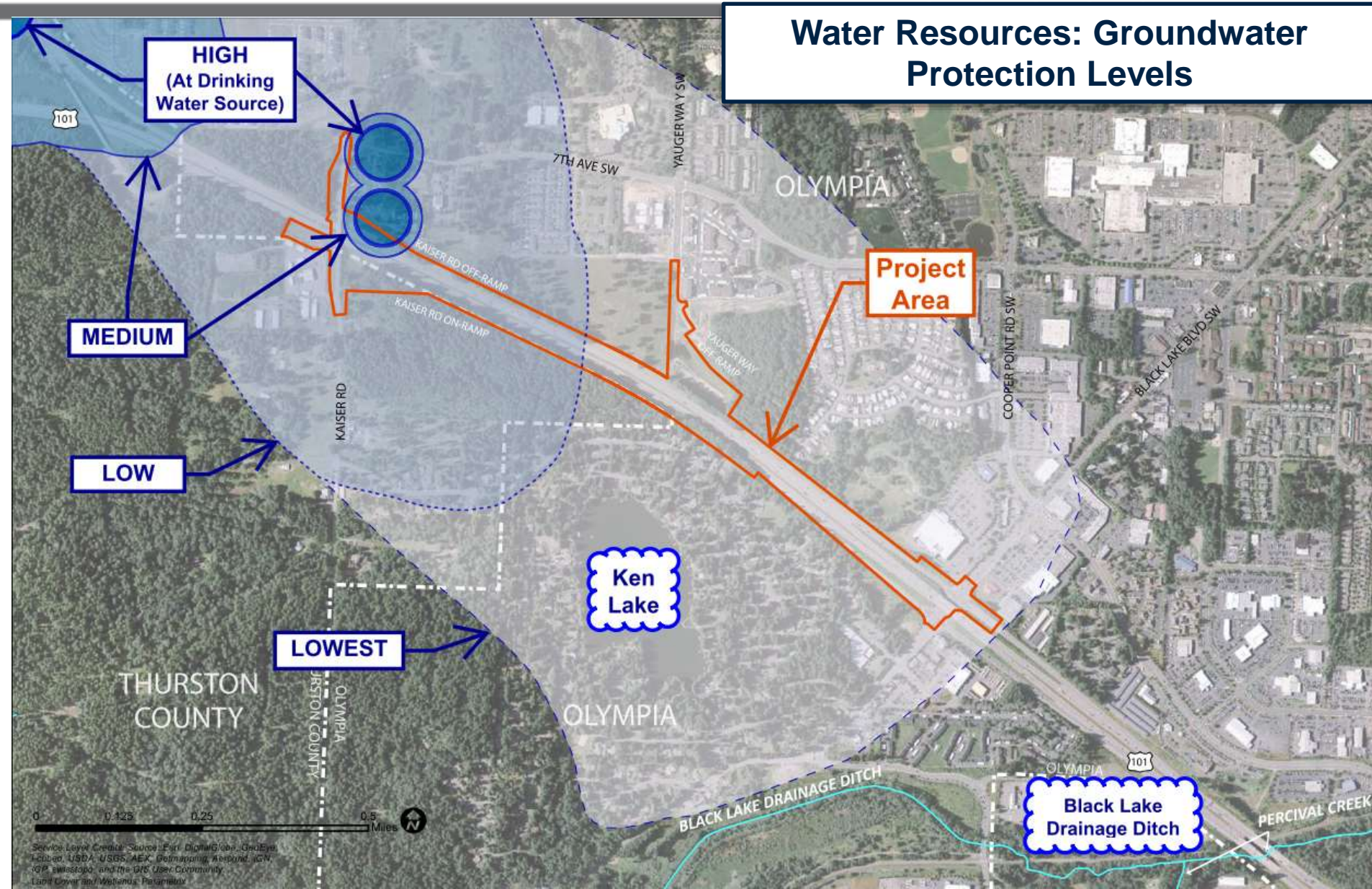
STORMWATER

Water Resources: Surface Drainage



STORMWATER

Water Resources: Groundwater Protection Levels



STORMWATER

Proposed Stormwater Management: Take-Home Points

Enhanced water quality
treatment of all new and
some existing untreated
pavement

=

Same or cleaner
than existing conditions

Infiltrate runoff
from all new and
some existing untreated
pavement

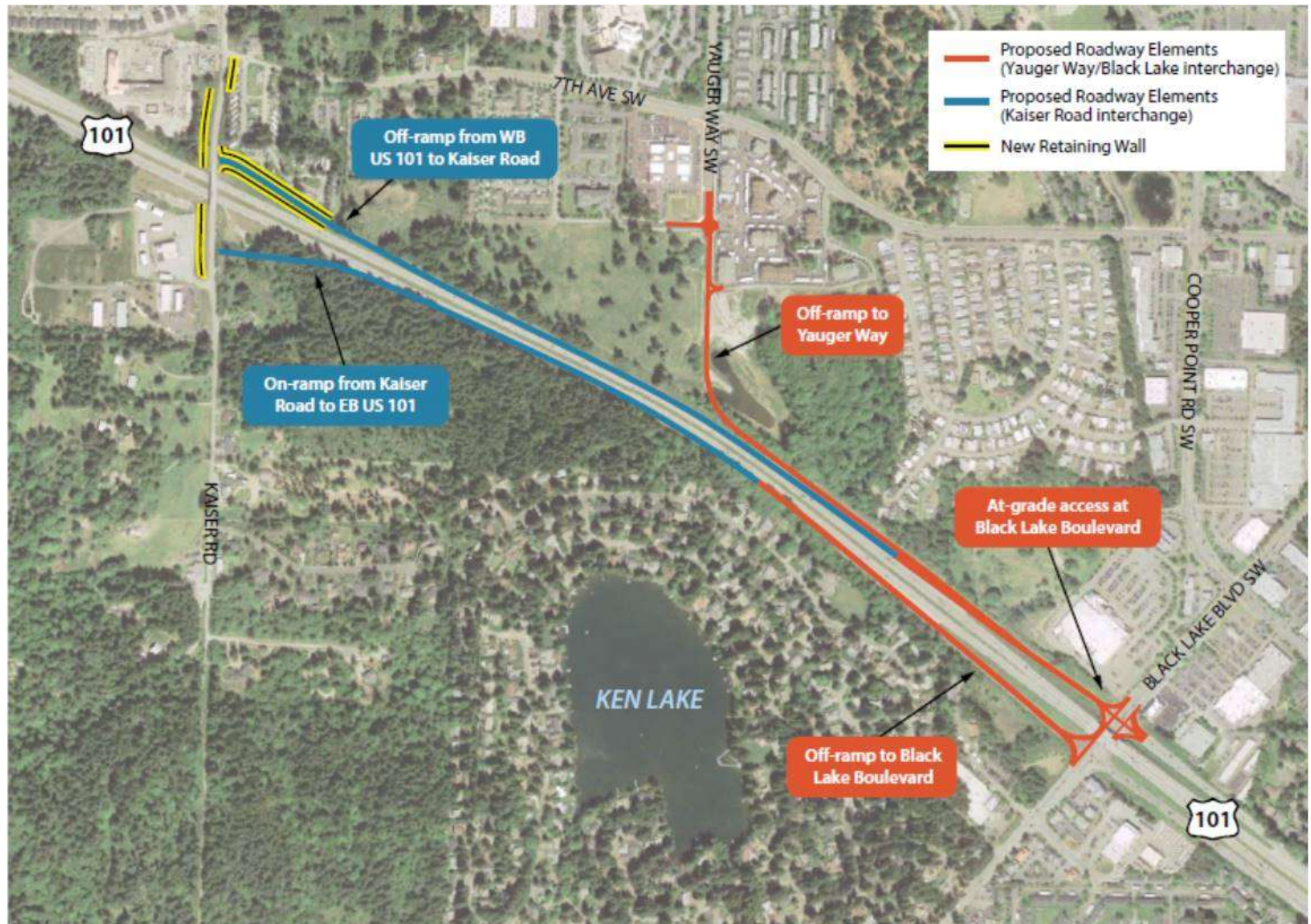
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Same or more
groundwater recharge,
same or more
stream protection

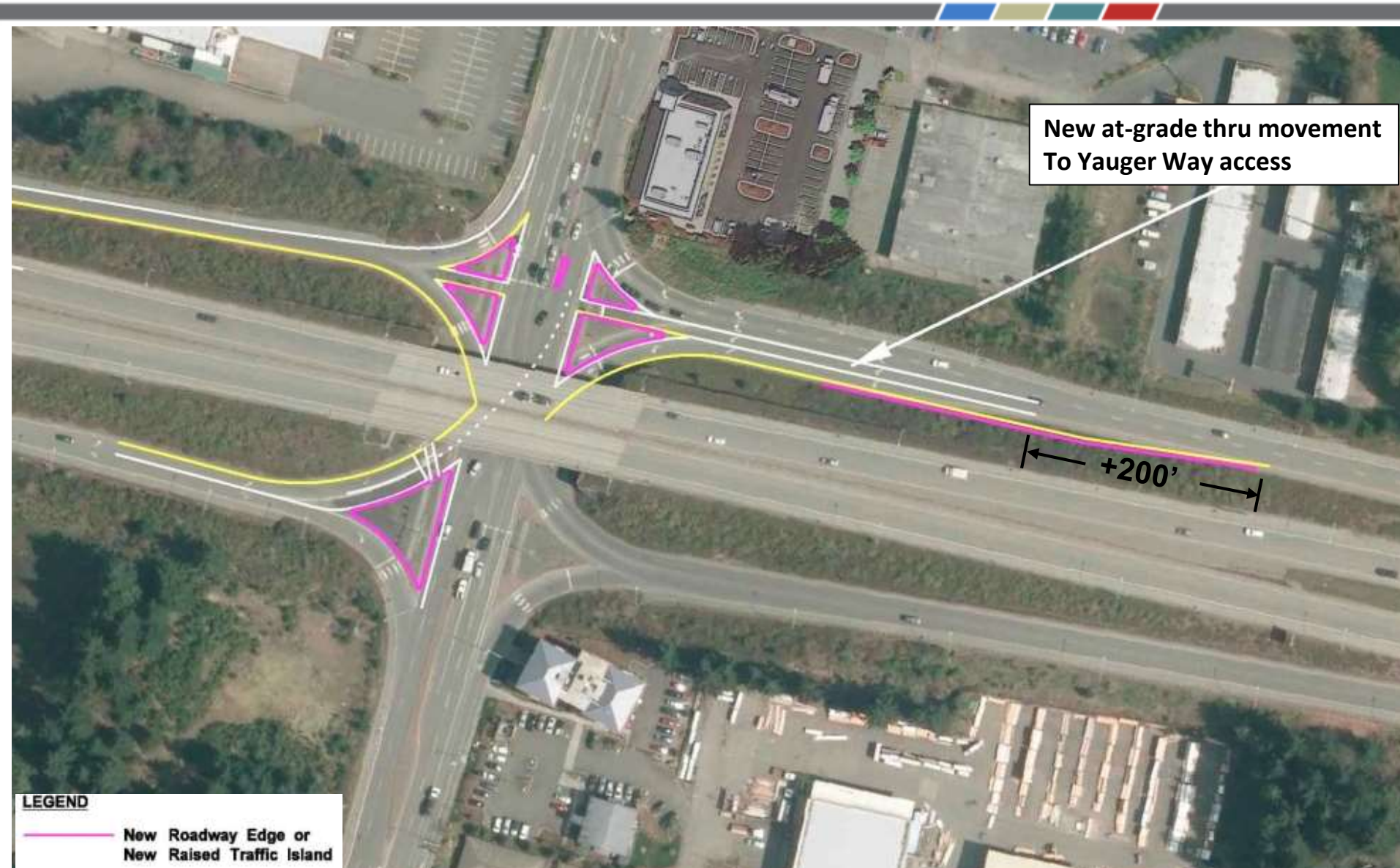


TRAFFIC OPERATIONS

PREFERRED ALTERNATIVE



PRELIMINARY DESIGN – BLACK LAKE BLVD



OPERATIONAL ANALYSIS & RESULTS

Projected 2040 Traffic Volumes - Preferred Alternative



MAJOR MILESTONES

- Completed Interchange Justification Report Documentation
- Completed Environmental Studies
- Completed Right-of-Way Plans

NEXT STEPS

- Prepare Information for Potential Grant
- Seek Funding for Design, Right-of-Way, and Construction

Discussion - Questions



Bicycle and Pedestrian Advisory Committee

Discuss and Comment on 2018-2023 Preliminary Capital Facilities Plan

Agenda Date: 9/20/2017
Agenda Item Number: 6.B.
File Number: 17-0956

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

Title

Discuss and Comment on *2018-2023 Preliminary Capital Facilities Plan*

Recommended Action

Move to draft a memo advising the City Council on the *2018-2023 Preliminary Capital Facilities Plan*

Report

Issue:

Each year, City advisory committees and the public are asked to comment on the *Preliminary Capital Facilities Plan*. This is an opportunity for the BPAC to draft its comment memo.

Staff Contact:

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

Presenter(s):

Michelle Swanson, AICP, Senior Program Specialist, Public Works | Transportation, 360.753.8575.
Scott Morgan, Chair of CFP Subcommittee

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. The CFP reflects priorities in each City program.

At the July meeting, the BPAC formed a subcommittee to draft a memo to kick off this meeting's discussion. Subcommittee Chair Scott Morgan will share the draft memo and report on the subcommittee's process. Members of the subcommittee may also share their thoughts about the draft memo.

Suggested approach for review

The CFP can be found at the City's Budget 365 page. A link is attached.

The focus of the BPAC's review should be the programs and projects that relate to bicycle and pedestrian transportation. Staff suggests that BPAC members read the following sections, which total

55 pages.

Letter from Steve Hall IV - V

2017 City Council Priorities VI - VII

Readers' Guide, FAQ, & Executive Summary 1 - 16

Project Funding Summaries 17 - 22

What Are We Building in 2018? 23 - 26

New Projects: Parks, Arts & Recreation and Transportation 27 - 28

Selected Completed Projects 32

Transportation Projects 49 - 59

Transportation Projects Funded with Impact Fees 61 - 72

To facilitate the letter-writing process and discussion, please consider coming prepared with your comments on the draft memo and any additions you would like the committee to consider.

What's next

After this meeting, Chair David Copley will work with staff liaison Michelle Swanson to finalize the committee's memo to send to the City Council in time for the Council's hearing on October 17th.

Options:

Option 1: Make comments to be used by the committee chair to draft an advisory memo to City Council.

Option 2: If committee members are unable to arrive at consensus on the comments, they can provide comments as individuals.

Financial Impact:

This letter will have no direct financial impact.

Attachments:

Draft CFP subcommittee memo

Link to Budget 365 page

High Level Ideas for Discussion

(expanded in letter below)

Kudos

- Relatively high number of bike/ped projects
- Inclusion of predesign & planning for prospective projects
- ADA upgrade/retrofit projects and new ADA facilities

Please keep in mind

- Bicycle access East-West across downtown
- US 101/West side access project - use neighborhood pathways to connect bypass routes for bicyclists.

We also suggest

- Strategic planning of pedestrian access ways to connect with Transit routes
- Prioritizing space management strategies for downtown parking before a parking garage
- More bike/ped facilities along the streets that connect with new roundabouts. Prioritize funding to maintain the city's investment in Neighborhood Pathways. Maintenance of pathways is likely less costly than that of roadways.

Draft Letter for BPAC to Consider

MEMORANDUM

The purpose of this memorandum is to provide feedback and input on the 2017-2022 Preliminary Capital Facilities Plan (CFP) from the Bicycle and Pedestrian Advisory Committee (BPAC) to the Olympia City Council.

The City of Olympia Bicycle and Pedestrian Advisory Committee has encouraged the City Council over the years to make long-term investments that would help achieve the goals outlined in the *Comprehensive Plan*. In light of past budget constraints, BPAC commends City Council for the relatively **high number of bike-pedestrian projects** included in this year's CFP and for a keen **focus on the Americans with Disabilities Act** - both in retrofitting current facilities & maintaining ADA priority in new projects. This helps make the city's parks, streets and sidewalks safe and available to all. BPAC also commends the city for including in the CFP **predesign & planning** for prospective projects, which will help the council move forward on projects with realistic expectations & estimated resources

In 2016 we were able to celebrate the completion of the first Bicycle Corridor Project pilot. We encourage the council to fund permanent improvements to the pilot corridor as well as

to fully fund a second corridor this year. The new corridor would extend the existing pilot from Sylvester Park both North & South to create a comfortable biking route from the Farmer's Market to the capitol campus. This could only be an economic boon to downtown businesses.

Additionally, we encourage the council to continue to fund bike facilities on streets that lead to and through downtown so that employees and customers can safely ride downtown, leaving vehicles at home. We appreciate the momentum towards comfortable bike corridors leading to downtown, but there is still a lack of a safe East-West connector across town. The isthmus connection to 5th Ave. and Deschutes Parkway are particularly daunting for people on bikes. Also, the US 101/West Olympia Access Project is & will continue to be challenging for bikers and walkers. It could be improved by using neighborhood pathways to create bypass routes. If growth is expected near this interchange, let's carve out a portion of funding for inexpensive pathway options for people on bike and on foot

We are pleased about the roundabout improvements planned at so many unsafe intersections. We hope the city will prioritize connecting bike/ped facilities along the streets adjacent to these new roundabouts. Many of the roundabouts are close to bike/ped trails & will benefit those utilizing the trail network. Let's leverage each roundabout's bike/ped facility by prioritizing the adjacent streets for sidewalk & bike improvements - especially those near trails. Navigating a roundabout just to have the sidewalk end in a ditch isn't safe.

The list of sidewalk projects in the CFP is commendable and we would like to see priority given to streets that provide access to transit. For example, Elliott Ave. on the west side is on the list of projects. That street is one of just a few that residents of northwest Olympia can use to access bus routes on Division. People walking or in wheelchairs currently face a treacherous route in the wintertime with no shoulder on the road and a large number of cars using Elliott as an arterial to downtown.

Lastly, we encourage the City Council to take advantage of and prioritize space management strategies for downtown parking before considering a parking garage. We'd like to see leveraging of the public & private, on & off street parking that is currently available and improvements made to the bicycle, pedestrian & transit facilities downtown. If downtown is easy to access by foot or pedal, more cars will stay at home & parking congestion will be alleviated.



Bicycle and Pedestrian Advisory Committee

Briefing on Jurassic Parliament training

Agenda Date: 9/20/2017
Agenda Item Number: 6.C.
File Number: 17-0957

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

Title

Briefing on *Jurassic Parliament* training

Recommended Action

Move to try some new procedures

Report

Issue:

Whether to use some of the lessons learned from the recent parliamentary procedure training that Committee chair David Copley and staff liaison Michelle Swanson recently attended.

Staff Contact:

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

Presenter(s):

Michelle Swanson
David Copley

Background and Analysis:

On June 26th, David Copley and Michelle Swanson attended a *Jurassic Parliament* training at Olympia City Hall. They will share some lessons learned and ask that the Committee try out some new ways of doing things for a few meetings. The Committee will have a chance to revisit this topic at a future meeting to decide if the changes are working well.

Options:

Option 1: the Committee may try out the new procedures, or
Option 2: the Committee may choose not to try these out

Financial Impact:

None

Attachments:

None



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Bicycle and Pedestrian Advisory Committee

Housekeeping: Quick Reference Work Plan

Agenda Date: 9/20/2017
Agenda Item Number: 7.A.
File Number: 17-0903

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

Title

Housekeeping: 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 13th	<i>Parking Strategy Open House</i>	<i>2 hours</i>	<i>None</i>
July 19th	Downtown Parking Strategy ➤ Briefing	30 min	Comments to staff
	US 101/West Olympia Access ➤ Introductory briefing	25 min	None
	Capital Facilities Plan ➤ Briefing ➤ Form CFP Subcommittee	30 min	Subcommittee
September 20th	US 101/West Olympia Access ➤ Discussion	30 min	Comments to staff
	CFP Memo ➤ Discussion	45 min	Memo to Council
	Parliamentary procedure training ➤ Briefing	10 min	None
November 15th	Council Referral ➤ Briefing on City efforts to work with n'hoods on safe walking & biking routes to school	30 min	None
	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	Action Plan <ul style="list-style-type: none"> ➤ Briefing ➤ Discussion 	40 min	Comments to staff