



Meeting Agenda

Bicycle and Pedestrian Advisory Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle
Swanson
360.753.8575

Wednesday, January 15, 2020

6:00 PM

Council Chambers

1. CALL TO ORDER (6:00-6:01)

1.A ROLL CALL (6:01-6:02)

2. APPROVAL OF AGENDA (6:02-6:05)

3. APPROVAL OF MINUTES (6:05-6:09)

3.A [20-0049](#) Approval of November 20, 2019 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Attachments: [Draft Nov 20, 2019 Meeting Minutes](#)

4. PUBLIC COMMENT (6:09-6:15)

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 (6:15-6:25)

6. BUSINESS ITEMS

6.A [20-0050](#) Evaluate and Recommend New BPAC Member Applications

Attachments: [New Member Evaluation Sheet](#)
[Applications](#)

(6:25-7:25)

6.B [20-0051](#) Draft 2020-21 BPAC Work Plan

Attachments: [Draft 2020-2021 Work Plan](#)
[Quick Reference 2020-2021 Work Plan](#)

(7:25-7:45)

7. HOUSEKEEPING (7:45-8:00)

7.A [20-0052](#) Housekeeping: Quick Reference Work Plan

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

8. 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 November 20, 2019 Bicycle and Pedestrian Advisory Committee Meeting Minutes

Agenda Date: 1/15/2020
Agenda Item Number: 3.A
File Number:20-0049

Type: minutes **Version:** 2 **Status:** In Committee

Title

Approval of November 20, 2019 Bicycle and 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, November 20, 2019

6:15 PM

Council Chambers

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

Chair Yunker Carlson called the meeting to order at 6:15 p.m.

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

Present: 7 - Chair Brittany Yunker Carlson, Vice Chair Barb Bumann, Committee member Alison Bremner, Committee member David Copley, Committee member Scott Morgan, Committee member Jon Tallman and Committee member Jan Vleck

Excused: 2 - Committee member Rebecca Brown and Committee member Jennifer Riedmayer

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

The agenda was approved.

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

3.A [19-1078](#) Approval of September 18, 2019 Bicycle and Pedestrian Advisory Committee Meeting Minutes

The minutes were approved.

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

Andreas Wolfe Washington State Department of Transportation spoke.

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

Announcements were made.

6. BUSINESS ITEMS

6.A [19-1079](#) West Bay Park Recreation, Trail and Restoration Analysis Report

Laura Keehan Planning and Design Manager for Olympia Parks, Arts and Recreation, briefed the Committee.

Information only. No action requested.

6.B [19-1080](#) Traffic Collisions Report

Andrew Beagle, Transportation Engineering Supervisor, and Michelle Swanson, Associate Planner, briefed the Committee.

Information only. No action requested.

6.C [19-1081](#) Transportation Master Plan Update

Sophie Stimson, Transportation Planning Supervisor, briefed the Committee.

Information only. No action requested.

6.E [19-1082](#) Officer Elections

By unanimous consent, Committee Member Copley facilitated office elections. Committee Member Copley nominated Brittney Yunker Carlson to serve as Chair.

Committee Member Jan Vleck nominated Barb Bumann to serve as Vice Chair.

Brittany Yunker Carlson was elected chair for 2020 by acclamation.

Barb Bumann was elected vice-chair for 2020 by acclamation.

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

7.A [19-1083](#) Housekeeping: Quick Reference Work Plan

Chair Yunker Carlson moved to change the start time for all future meetings to 6 p.m. Committee member Vleck seconded. The motion carried unanimously.

8. ADJOURNMENT (8:15)

Chair Yunker Carlson adjourned the meeting at 8:01 p.m.



Bicycle and Pedestrian Advisory Committee

Evaluate and Recommend New BPAC Member Applications

Agenda Date: 1/15/2020
Agenda Item Number: 6.A
File Number: 20-0050

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

Title

Evaluate and Recommend New BPAC Member Applications

Recommended Action

Move to recommend five new BPAC members to the City Council's General Government Committee

Report

Issue:

The General Government Committee has requested that each City advisory committee review new member applications for their respective committees and recommend whom to appoint.

Staff Contact:

Michelle Swanson, AICP, Associate Planner, Public Works - Transportation, 360.753.8575.

Presenter(s):

Michelle Swanson

Background and Analysis:

What to do

Review the applications, fill out the new member evaluation sheet, and bring it to the meeting.

Please note that the criteria on the new member evaluation sheet is meant to guide the process, not limit it. If you support an applicant for reasons not captured by the criteria on the evaluation sheet, feel free to say so during the meeting.

Background

The BPAC has three vacancies. The General Government Committee has requested that the BPAC submit its top five candidates to fill those vacancies.

Future process

Next year, the BPAC may choose to recommend new members differently. Rather than the whole Committee reviewing applications, you may:

1. Allow the Chair and Vice Chair to review applications and make a recommendation

2. Form a subcommittee to review applications and make a recommendation
3. Continue with the whole committee reviewing the applications

Options:

Option 1: Recommend five applicants to the General Government Committee and choose a process to follow next year

Option 2: Recommend fewer than five applicants and choose a process to follow next year

Option 3: Make no recommendation and choose a process to follow next year

Option 4: Make no recommendation and not choose a process to follow next year

Financial Impact:

None

Attachments:

New member evaluation sheet

Applications

BPAC New Member Evaluation Sheet

Please use this as a guide while reviewing applications, and bring it to the meeting.
Rate each applicant on a scale of 1-5 in the following criteria. (1 is low and 5 is high)

	Unique perspective	Engagement in biking and/or walking	Community investment	Total	Notes
Applicant 1					
Applicant 2					
Applicant 3					
Applicant 4					
Applicant 5					
Applicant 6					
Applicant 7					
Applicant 8					
Applicant 9					
Applicant 10					
Applicant 11					
Applicant 12					
Applicant 13					
Applicant 14					
Applicant 15					

Profile**Applicant 1**

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244,
sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

When filed with the City, your application and attachment documents are public records and may be subject to public release.

Transportation Planner

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission. 2. Bicycle and Pedestrian Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Bigelow

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I would like to serve on the Bicycle and Pedestrian Advisory Committee because I believe that equitable transportation planning is the foundation for more fair and accessible communities. Roadways are our most plentiful public space, and Olympia, like cities throughout the country have lost sight of this. We do not only need to use our streets for transportation. We can use our streets to build community, and that starts with creating places where people can freely walk and places where people can congregate and share ideas. I would like to serve on the Planning Commission for similar reasons. I believe we have lost sight of the connection between land use and transportation. Good planning starts with empowering those at the most local level, which for us is our residents and neighbors. As planners we enable this by providing people the means to age in place, invest their resources locally and access local opportunities. We must embrace the fact that people are inherently restless, and want the chance to consistently pursue new things, such as a new degree, a new skill or hobby or the ability to have a side hustle or part-time gig. I would like to serve on the Planning Commission for similar reasons. I believe we have lost sight of the connection between land use and transportation. Good planning starts with empowering those at the most local level, which for us is our residents and neighbors. As planners we enable this by providing people the means to age in place, invest their resources locally and access local opportunities. We must embrace the fact that people are inherently restless, and want the chance to consistently pursue new things, such as a new degree, a new skill or hobby or the ability to have a side hustle or part-time gig.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I like to think of myself as an inquisitive person, always questioning our assumptions and biases. I have an undergraduate background in the humanities, but have since begun a transition towards engineering and more of the sciences. This has given me a wide perspective and the ability to both write and think quantitatively.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am new to Olympia. I moved here in September of 2019. In the short time of living here, I have joined Olympians for People Oriented Places (OPOP), and have voted in a local election. I am doing my best to learn as much as I can about Olympia in the short amount of time I've been here.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have a dual masters in city and regional planning and civil engineering, and graduated in May of 2019. With this I bring a considerable amount of expertise in the field. Though, I think that with formal education often comes inherent bias. It is important to have a rich diversity of opinions on such a board, and that includes people with formal education on such matters working closely with those who do not.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

I am willing to commit as many as needed and don't envision the time commitment being an issue. I expect to budget about 5 to 10 hours per month.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Planning Commission and Bicycle and Pedestrian Advisory Committee.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

I learned about the committee through Janae Huber and Rad Cunningham.

 [Resume_Nov_2019.pdf](#)

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

Citizen-run planning commissions are a new concept for me. The large East Coast cities where I've spent most of my life did not have citizen-run boards. Washington, on the other hand has formalized them in state statute (RCW 35.63.070). I'm for it. On the other hand, having participated in staff-led commissions in places such as Boston and Philadelphia, I learned how vitally important professionalism and fairness are to the job. Olympia has 50,000 people. Only nine serve on the Planning Commission. Inevitably, those nine members will be higher-income and have the privilege to spend their spare time doing what to many others resembles paid work. It's the role of a Commissioner, therefore, not to act in their best interest, but put themselves in other shoes, especially those without the means to participate in the same manner.

Question applies to Planning Commission

11. What interests you most about community planning?

Just from applying, I am learning that "community planning" and "city planning" are not the same thing. City planning is a prescription of codes and manuals to optimize a city's performance. Community planning is about deconstructing why we break the rules. These are two very different skillsets, and while I have familiarity with the rules and how we govern ourselves, I want to learn more about why we break the rules.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

My previous skills lie squarely in the city planning realm and not community planning. To address this, I want to learn more about how planning impacts people, both directly and indirectly. When most people live their daily lives, they are not doing so in accordance with how planners prescribe. For example, people may be more likely to overstay parking time limits in one area. Certain parts of town may attract younger people, or more rental applications. These are indications of rules and regulations that aren't fitting people's needs and planning can't proceed unless we know why.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I have not. I have a master's degree in City & Regional Planning but this was not specific to the local nuances of Olympia and Washington State.

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have read the City's Comprehensive Plan. Because of the GMA, Comprehensive Plans carry more weight in Washington, which is something I will need to adjust to. I'm for it though, and I greatly appreciate the thoughtfulness with which the city's staff have set a direction for the city.

Experience

Washington Department of Transportation (WSDOT) - Transportation Planning Specialist (TPS) II

- Lead planner for development of WSDOT's update to the Highway System Plan (HSP), a multi-division effort to align the agency's project selection for all highway-related modes to its strategic plan and performance framework

Georgia Institute of Technology

- **Graduate Research Assistant** – Rural Transit Group
- **Teaching Assistant, Environmental Technology in the Developing World** – GIS and Spatial Analytics advisor
- **Author - *Transit Service Planning for Georgia's Rural Counties***

Howard Stein Hudson – Public Involvement Specialist Boston, MA. September 2016 – June 2017

- Documented all project meetings, drafted presentations for public meetings
- Tracked project billing and financial progress reports
- Sampled public preference on project alternatives
- Analyzed project impact on pedestrian and bicycle comfort levels

City of Somerville, Massachusetts – Project Manager Somerville, MA. January 2016 – August 2016

- Tracked department paving and striping activities, ensured successful completion of department task orders and formalized city traffic calming program
- Digitized existing city asset management practices

Nelson\Nygaard – Transportation Planning Intern Boston, MA. January 2016 – August 2016

Massachusetts Bicycle Coalition – Programs Manager Boston, MA. March 2015 – October 2015

Education

Georgia Institute of Technology

Masters in City and Regional Planning, 2019

Masters in Civil and Environmental Engineering, 2019

Graduate Research Assistant – Transit Planning and Travel Demand Modelling

Boston College

B.A. History, May 2014

Awards and Fellowships

Eisenhower Fellow – US DOT Grant with Transportation Research Board (TRB) Participation

Georgia Tech Graduate Research Scholarship

GAITE Student Paper Award
- Cash prize and presentation at Georgia ITE Summer Seminar

Presentations

Georgia ITE Summer

Seminar: July 2019

National Planning

Conference: April 2018

Georgia Planning

Association: March 2018

Joint Oregon APA/ISOCARP:
October 2017

Mass in Motion Complete Streets Training Program:
2015

Skills

Word processing, Excel and other Microsoft Office Tools

Geographic Information Systems, ArcGIS, QGIS, and other applications

Proficiency in Adobe Creative Suite Applications

Public speaking experience, including public meetings

Data analytics primarily in R

Profile

Applicant 2

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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sgrisham@ci.olympia.wa.us

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Registered Nurse

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission 2. Bike and Pedestrian Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ South Westside Olympia

If you choose "other" please write in your neighborhood here:

SW Olympia

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

Planning Commission: To gain experience in the development of policy and help inform decisions that affect me and my community. I have worked in Emergency Medicine for 15 years as a RN, EMT, and volunteer FF and seen the direct effects of poorly developed policy on the lives of Olympia residents. I am interested in engaging in productive discussions that aim to improve quality of life and address competing priorities from an equity and diversity lens. Bike and pedestrian committee: I am a current bike commuter from SW Olympia to PSPH, extensive use of pedestrian walkways/trails, utilize public transportation. Dog owner. Unfortunately, people keep trying to squish me on my bicycle.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

Ability to engage in respectful dialog with people representing diverse points of view Ability to engage in a systematic approach to problem solving including root cause analysis processes Proven ability to function effectively as a team member Experience in evidence based practice theories and implementation, drafting of resolutions, lobbying, and completing literature reviews.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

Bike commuter, utilize public transportation, walking trails, and parks as a dog owner Support and engage in downtown activities, shops and restaurants. friendships and family connections throughout the city Passionate about public engagement in policy development. TESC grad 2003, recently relocated back to the city as a home owner.

Question applies to multiple boards

4. List your educational and professional background and area of study.

EDUCATION: B.S.N - Johns Hopkins University, Baltimore MD, 2011 B.S - Biology/Physical Science, The Evergreen State College, Olympia, WA, 2003 EMPLOYMENT Current Employer: RN, Cardiac Cath Lab, PSPH, 2018-Current RN, Emergency Department, Oregon Health and Science University Hospital, 2015-2018 RN, Emergency Department, University of WA Medical Center, 2011-2015 EMT, American Medical Response, Olympia, WA, 2008-2009 Supervisor - EMT, Olympic Ambulance INC, Lacey, WA 2005-2008 Volunteer FF/EMT, Black Lake Fire Dept, Olympia, WA 2003-2007 Wilderness Trip Director, Wilderness Ventures, Jackson, WY 2004, 2007, 2010, 2011

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

Any

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Any

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Friend

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

To serve as a liaison between the people affected by policy and those implementing policy. To inform policy and ensure it serves the goals of the City Comprehensive Plan.

Question applies to Planning Commission

11. What interests you most about community planning?

Engaging as a team member to address complicated issues with a solutions based approach.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I am excited to about city planning processes so that I can engage more effectively as an informed resident and grow into a community leader. What I Bring: Teamwork and Group process skills. Conflict resolution Knowledge of health systems Research skills Writing and communication skills. Experience working with people from diverse age, socioeconomic and cultural backgrounds. Ability to simplify and translate complicated concepts to aid public understanding. Time management skills. Evidence based practice concepts.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

not yet!

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have read chunks of the document and was impressed by the accessibility of the language used. It is the strategic plan guiding Olympia city planning decisions. It fulfills the requirements set for by the state GMA and outlines the values that define our planning decisions. It is the community's vision to which local government leaders are meant to work towards and be held accountable to.

Profile

Applicant 3

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Environmental Planner

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Parks and Recreation Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. BPAC 2. PRAC

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Bigelow Highlands

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I am interested in the BPAC and PRAC because of the roles of bicycles in these two arenas. My 7-year old daughter and I primarily commute around Olympia using an electric cargo bike and I'd love for everyone to be able to commute around town this way or by foot. With the increasing pressures of climate change driven impacts to our region and city, I feel a strong passion to continue to advocate and work towards human driven commuting options in our community. I am interested in the PRAC because I also have a strong passion for all people to have outdoor spaces to play and grow in. As our public organizations and agencies continue to work on protecting and developing new and existing outdoor play and recreation spaces, I would like to be engaged with these conversations and planning activities to make sure bicycle riding remains accessible in many of our public recreational spaces. I want to help Olympia continue to grow into a community that welcomes everyone, provides safe ways to get around town by human modes of transportation, facilitates inviting spaces for all types of outdoor based recreational users, and offers a place where everyone in our community feels that they can be seen and heard when issues that they value are at the table.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I currently work with forest collaboratives, which are multi-stakeholder groups with vested interests in forest management activities occurring on national forests. I work with nine of these across the state and each one is comprised of a diverse set of opinions, perspectives, values and positions. Across the board, however, the one aligning value for all stakeholders is the desire to have healthy forests in our state. This work requires me to listen, be emotionally aware, and engage problem solving in a solution oriented, but sincere and empathetic way. I would like to begin using some of these skills at a more local level with local issues that I am passionate about. I am also highly organized, detail oriented, a strong facilitator, can communicate technical information in a non-technical way, and am kind and respectful, which can be critical in dynamic group discussions.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I've lived in Olympia for 15 years and spent the early years in this community growing my career and young family. Over the past few years, I've been intentionally engaging more with improving the community I live in, including moving to a more urban area so that I can commute by bike and drive my car less, and spreading my passion for recreational bicycle use through leading bike trips and workshops in the area. My neighborhood and neighbors are also very important to me and I've been offering public service project ideas to the Bigelow Highlands neighborhood association and we are currently discussing how to install more free libraries in our neighborhood. Yay!

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have a master's in forestry and ecosystem analysis from the University of Washington and a B.S. in Botany from the University of Oklahoma. I'm currently employed at the WA Dept. of Natural Resources, where I have worked with forest health related issues for the past 15 years. I'm currently an environmental planner with the agency working on the 20-year Forest Health Strategic Plan for Eastern WA that was developed to help make the forests in eastern WA more resilient to high severity wildfires and insect and disease damage. Before serving as an environmental planner, I was a forest pathologist with the agency, diagnosing and recommending management actions for dead and dying trees across the state.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

President of Friends of Capital Forest reached out to me

[resume_2020.pdf](#)

Upload a Resume

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

EDUCATION

University of Washington, Seattle, WA, December 2005
M.S. Degree, Forest Resources and Ecosystem Analysis

University of Oklahoma, Norman, OK, May 2003
B.S. Degree, Botany

PROFESSIONAL EXPERIENCE

Environmental Planner, Washington Dept. of Natural Resources, Olympia, WA
September, 2018 – present

- Coordinator for the 20-Year Forest Health Strategic Plan for Eastern Washington, a plan for restoring forests in eastern WA to more resilient conditions, includes writing legislative reports
- Forest Collaborative liaison between WA DNR and four WA state forestry collaboratives
- Project manager for \$3.4 million forest collaborative and forest health treatment implementation grant program
- Project manager for forest health treatment data tracking in eastern WA
- Project manager for statewide forest health treatment effectiveness monitoring programs

Forest Pathologist/Research Scientist, Washington Dept. of Natural Resources, Olympia, WA
June, 2005 – September, 2018

- Monitored and evaluated tree disease impacts and conditions using aerial and ground methods
- Secured grant funding for forest health projects
- Managed data and statistical analyses
- Trained and consulted state and private land managers about forest health and pathology issues Consulted land managers on current, effective, environmentally safe and economically feasible management strategies
- Coordinated and collaborated with private, university, state and federal agency scientists and managers on forest pathology projects

Graduate Research Assistant, University of Washington, Seattle
June 2003 – June 2005
Project: Fire and Fire Surrogates National Study

Graduate Research Assistant, University of Washington, Seattle
September – December 2004
Project: Nitrogen fixation within poplar by endophytic bacteria

Graduate Teaching Assistant, University of Washington, Seattle
March-June 2004
Course: Animal and Plant Physiology lab, Dept. of Biology

PRESENTATIONS/PUBLICATIONS (2019)

- 20-Year Forest Health Strategic Plan, Western International Forest Disease Workshop, Estes Park, CO (presentation)
- Forest Health in Washington State, Audobon Society, Grays Harbor County, WA (presentation)
- Stand Together: Making Our Forests More Resilient Together, Northwest Woodlands, Summer 2019, Vol. 35. No. 3 (publication)

COMMUNITY ENGAGEMENT (2019)

- Volunteer Coordinator, Olympia Community School, Olympia, WA
- Co-host, Introduction to bike-packing workshop, Lacey, WA
- Co-host, Introduction to bike-packing guided trip, Olympic National Forest, WA
- Leader, Introduction to bike-packing workshop, Olympia, WA
- Leader, Introduction to bike-packing guided trip, Olympic National Forest, WA

Profile

Applicant 4

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244,
sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

When filed with the City, your application and attachment documents are public records and may be subject to public release.

Adjudicator

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ South Westside Olympia

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

To help and stay involved in City of Olympia business. To continue to help promote and enhance safe biking and walking in Olympia.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I was a bicycle commuter in the past, I walk daily, and run weekly throughout the city. I have addressed BPAC in the past to advocate to fix the disappearing bike lane at Cooper Point Rd and Caton Way SW. I researched the issue, spoke to city staff, and addressed the city council about this issue. My current and past jobs require me to analyze data and make decisions, and I can do the same for this committee.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have been involved with SWONA for many years, helped enhance the Decatur Pathway, helped create and maintain our walking park. I continue to do regular maintenance at the pathway and our walking park. I am a past president and vice president of SWONA, I was a volunteer for the City of Olympia Police Department as well. I used to clean graffiti on the Westside, and I also rake drains in our neighborhood. Also volunteered at the opening of the first Bicycle Corridor from Lions Park to Downtown. Have attended BPAC meetings and given public comments to the committee.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Undergrad degree in psychology, Master's degree in Rehabilitation Counseling. Worked in the field of Quality for many years, and for the last 5 years I have been adjudicating disability claims.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

As many hours as needed.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☐ Yes ☒ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City Website

Upload a Resume

Profile

Applicant 5

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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COS Manager at WASPC

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Westside - Kaiser/7th

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I moved to Olympia a couple years ago and I would like to be active in my community.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I have worked in Olympia/Thurston County for 20+ years and I am interested in helping my community

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I work for the Washington Association of Sheriffs and Police Chiefs for 23 years My adult son when through the Olympia school district - Garfield, Jeffson, and Capital. I was an active parent, PTA member and president, and volunteered within the school whenever they needed help I volunteer for American Cancer Society at Providence - this is located in Lacey but we assist patients and families in Olympia and surrounding communities I have volunteered for the morning homeless count in the past I am a supporter a local businesses and frequent downtown and other locations as much as I can

Question applies to multiple boards

4. List your educational and professional background and area of study.

Olympic College/SPSCC - General Studies Various professional courses I have worked for the Washington Association of Sheriffs and Police Chiefs for 23+ - We used to be located in West Olympia and our office is now out in Hawk's Prairie

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

5-10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

I am open to any board that is currently listed online.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

email

Upload a Resume

Profile

Applicant 6

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Mail Clerk

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Eastside

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I have always analyzed city design and traffic flows from the street corners where I have almost lost my life trying to cross. Walking and bicycling are the most sustainable modes of transportation, yet it seems that city life makes these the most dangerous. As part of my duties as a mail clerk for WSECU I walk around downtown Olympia every single day, and as a local I walk the streets of Olympia for enjoyment and recreation. The beautiful trails that connect Olympia's sprawling landscape as well as the sidewalks that criss-cross the campus grounds inspire and thrill me, and I would love to improve and maintain both. I want to join the Bicycle and Pedestrian Advisory Committee to improve life for myself and others like me.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

My activities in Olympia coupled with my Economics degree allow me to understand the effects of simple policy changes both at the city level and the level of the individual road crossing. I graduated from the University of Arkansas in 2018 with a Bachelors of Science in Business Administration with a focus in Economics. With my economics and political economy background I can bring a wealth of knowledge about process improvement, efficient systems, and policy implementation to the table. During and after my time in college I worked with several nonprofits engaging with local communities including Gamer 4 Good and Sustainnovation. The former was a community-lead recycling effort which involved organizing pedestrians, creating centralized recycling, campus scavenger hunts, and other recycling-related activities. In my current employment and all throughout my education I have pursued various design hobbies and skills, including but not limited to structural design, floor planning, and basic engineering. My understanding of planning, as well as my daily experience in the city, will make me an indispensable voice on the committee.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

Even though I've only been in Olympia for a year and a half I have made headway in introducing myself to the local community institutions, including: my employment with WSECU, frequenting of many local businesses and Co-ops, and volunteering with OFS. I only hope to expand my involvement in the coming future as I settle my roots here in Olympia.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Bachelors of Science in Business Administration, focusing in Economics; Project Management Intern at Gamer for Good; Project Management Intern at Sustainnovation; Center Consultant for FedEx; Mail Clerk at WSECU

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

30

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City of Olympia Email list

 [_Resume_2019.docx.pdf](#)

Upload a Resume



EDUCATION**UNIVERSITY OF ARKANSAS:** Fayetteville, AR (Class of 2017)

- Bachelors of Science in Business Administration, majoring in Economics

EXPERIENCE**MAIL CLERK:** *WSECU*, March 2019 – Present

- Sort and deliver mail, packages, and interoffice messages for the entirety of the Washington State Employees Credit Union
- Organize the mail room, prepare outbound mail for the WSECU branches and third parties, as well as hand deliver certified mail to the post office
- Auxiliary duties include: photo editing and floor plan creation

CENTER CONSULTANT: *FedEx Office*, March 2018 – March 2019

- Perfected my professional in person and over the phone consulting and customer service skills
- Attained a high degree of technical knowledge with printing/finishing software
- Ran the store independently, and trained new employees

SALES & MANAGEMENT INTERN: *Sustainnovation*, October 2016– January 2018

- Managed accounts, conducted product research and developed apps for a worldwide base of clients including several non-profit organizations in a fast-paced and dynamic start-up environment
- Maintained accounts with local clients during weekly face to face meetings
- Developed, analyzed, and tested multiple app economies
- Produced market research and analytics to aid in the production of app mechanics, copy, aesthetics and overall design

PROJECT MANAGEMENT INTERN: *Gamer 4 Good*, October 2015 – May 2016

- Worked in conjunction with a group of international entrepreneurs, often over the phone and via web call with CEOs and venture capitalists; creating the “Gamer 4 Good” app, a recycling-based, mobile app-aided competition
- Conducted financial analysis related to each specific iteration of the app and created the general point economy
- Auxiliary duties included creation of app copy, market research, analysis of player tendencies, and analysis of game related financial repercussions
- Designed and managed successful Alpha, Beta and MVP tests of the “Gamer 4 Good” app and website.

Profile

Applicant 7

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Data and Performance
Measurement Analyst

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

N/A

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Olympic Heights Apartments (Just NW of Harrison and Division)

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I want to serve on the bicycle and pedestrian advisory committee because I recognize the value that bicycling and walking have for the community: in allowing people to be around each other in public space rather than isolated in vehicles, and in supporting physical health as well as mental and emotional well-being. Supporting bicyclists and pedestrians means supporting safety and the enjoyment of public space.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

My qualifications are primarily academic. While completing my Master's in Sociology, I researched sensory, social, and emotional effects of the built environment on pedestrians. My final thesis was an autoethnography of urban walking in the Chicago area (<https://ir.library.illinoisstate.edu/scced/24/>). My skills include field research, data analysis, GIS mapping, and the ability to synthesize bodies of literature and relay information concisely. I do not drive, so I continue to walk and bike to get where I need to be, and am aware both the pleasures and challenges of doing so in Olympia. I am currently enrolled in two online certificate programs relevant to biking and walking: "Sustainable Transportation: Planning & Livable Communities" (UW), and "Landscape Design" (NYIAD).

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have lived and worked in Olympia for just over 2 years. That time has mainly been spent getting to know the city and its businesses, residents, and organizations. I am an active member of the Thurston County Community Housing Land Trust, and Olympia's Woodworker's guild. This past year I have volunteered for one event with DERT (Deschutes Estuary Restoration Team) and weekly for about 2 months with Homes First- where I setup their client information in excel so they could continue to keep that info organized while between client management systems. I have also been taking classes at the Olympia Community Center and Arbutus Folk School.

Question applies to multiple boards

4. List your educational and professional background and area of study.

EDUCATION: 1. M.S.-Illinois State University- Stevenson Center for Applied Community and Economic Development Fellow- Major: Sociology 2. B.A.-Rutgers University- Major: Sociology, Minor: Philosophy 3. Currently enrolled in the following programs: Certificate in Sustainable Transportation Planning & Livable Communities- University of Washington; Certificate in Landscape Design- New York Institute of Art and Design PROFESSIONAL: 1. Washington Reading Corps- Data and Performance Measurement Analyst 2. Housing Action Illinois- Training and Technical Assistance Intern, assistant grant manager 3. Habitat for Humanity- ReStore Associate 4. Rebuilding Together- Project manager (AmeriCorps member) 5. AmeriCorps NCCC- Corps member 6. Legislative intern- NJ Senator Vitale & Assemblyman Coughlin

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

40

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

1. Planning Commission 2. Arts Commission 4. Parks and Recreation Advisory Committee 5. Heritage Commission

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Green Drinks social group

 [Resume.pdf](#)

Upload a Resume



Education

M.S.- Sociology, Illinois State University / Normal, IL June 2017

- Stevenson Center for Applied Community and Economic Development Fellow
- Capstone- Talking The Walk: An Autoethnography of Pedestrianism in Chicagoland
- GPA: 4.0

B.A.- Sociology, Rutgers University / New Brunswick, NJ Jan 2013

- Magna Cum Laude
- Minor- Philosophy

Experience

Data and Performance Measurement Coordinator (40 hrs/week, M-F)

Washington Service Corps / Olympia, WA

Aug 2017 - Present

Supervisor: Ashley Palmer, Alignment and Integration Manager

360-902-9633 / apalmer@esd.wa.gov / www.washingtonservicecorps.org

- Communicate with Serve WA, OSPI, and school staff to collect high quality student data
- Analyze and report Washington Reading Corps performance data to stakeholders to support program improvement and support transparency
- Coordinate with third party contractors to insure a successful program evaluation
- Design infographics and marketing materials for public distribution

Stevenson Center Fellow (28 hrs/week, M-Th)

Housing Action Illinois / Chicago, IL

July 2016 - June 2017

Supervisor: David Young, Director of Technical Assistance

312-939-6074 x. 202 / david@housingactionil.org / <http://housingactionil.org/>

- Managed a \$698,569 HUD grant for Housing Action IL's intermediary. This involves reviewing, organizing and keeping track of grant reporting documents for 26 housing counseling agencies in Illinois, Indiana and Missouri
- Maintained communication with member organizations via email and phone in order to resolve any technical problems
- Assisted in the development of a rental housing curriculum for housing counselor training workshops
- Conducted site visits with counseling agencies in order to confirm HUD compliance

Teaching Assistant (20 hrs/wk, weekdays and weekends)

Sociology Department, Illinois State University / Normal, IL

Aug 2015 - May 2016

Supervisor: Michael Dougherty, Associate Professor of Sociology

309-438-5790 / mdoughe@ilstu.edu / <http://soa.illinoisstate.edu>

- Graded and provided written feedback and guidance on undergraduate social research proposals, literature reviews, and synthesis papers
- Discussed class material with undergraduate students in a one-on-one setting
- Effectively communicated writing expectations with students in person and through e-mail

Sales Associate (40 hrs/wk, M-Th, Sat)

Habitat For Humanity ReStore / Des Moines, IA

Dec 2014 - Jun 2015

Supervisor: Dana Folkerts, Restore Manager

515-309-0224 / info@gdmhabitat.org / <http://www.gdmhabitat.org/restore/>

- Organized, inventory, and stock merchandise
- Provided customer service in person and over the phone
- Guided volunteers in merchandising projects and customer service

Project Manager (Americorps State/National) (40 hrs/wk, M-F)

Rebuilding Together / Bergen County, NJ

Jan - Nov 2014

Supervisor: Gretchen Viggiano, Executive Director

201-447-8886 / info@rebuildingtogetherbergen.org / <http://www.rtnorthjersey.org/>

- Performed a variety of home repairs and renovations as part of a team including framing, insulation, scraping and painting (and the handling of lead paint), caulking, window installation, roofing, and flooring and trim installation.
- Supervised volunteers during construction projects
- Served as a liaison between independent contractors, homeowners, and nonprofit organizations

Corps. Member (40+ hrs/wk, M-F and some weekends)

Americorps National Civilian Community Corps. / Vinton, IA

Feb - Nov 2013

Supervisor: Brenna Huggins, Team Leader

425-330-6931 / bhuggins11@gmail.com /

<https://www.nationalservice.gov/programs/americorps/americorps-nccc>

- Served in a team-based program aiding communities in the areas of environmental conservation and urban and rural development. Projects at three separate state parks included guiding youth workers in maintenance tasks, invasive species removal, and felling/bucking dead trees.
- Completed a two-month trail repair project using a generator and drill, waterbars, pulaski, macleod, and other tools/materials to grade the path with the goal of reducing erosion.
- Completed project specific logistic reports
- Mediated conflict between Corps members

Achievements and Certifications

- Presented "Community Land Trusts: A Help or Hindrance to Community Development in the United States" at the annual Illinois State University Conference for Students of Political Science
- Awarded the Charter Department Graduate Student Excellence Award in 2016 by the Illinois State University Sociology and Anthropology department
- Coordinated a planning committee in preparation for a Human Rights Day educational event for 250 people

Other Skills

- Proficient in MS Excel, Word, Outlook, and PowerPoint, GIS applications, and Home Counselor Online

- Experienced working as part of a group to problem-solve under strict time restraints

Profile

Applicant 8

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Assistant Director of Human
Resources

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ South Westside Olympia

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I am an avid bicycle commuter and am passionate about increasing safety for cyclists and pedestrians.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I am a mediator by trade with a master's degree in conflict resolution. I am skilled at hearing all sides of an issue and facilitating a fair decision making process.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have lived in Olympia for one year, work for the North Thurston Public school system, and am looking for opportunities to get more involved in the community.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Bachelor of Science in biology, master's degree in conflict resolution. A decade as a divorce and workplace mediator, one year in human resources - employee relations.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

I believe I will be able to commit to all required meetings.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committiees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

I'm a member of the bicycle commuter group through work.

Upload a Resume

Profile

Applicant 9

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

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GIS Developer

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Northeast

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I have a strong interest in the walking and cycling access with in the City of Olympia. My children both attend schools in Olympia and walk to school and I also commute to work in Tumwater via bike. I feel there are huge opportunities to create a pedestrian and bike friendly community.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I had a great experience serving a three year term on the City of Olympia Utility Advisory Committee. During this commitment I was able learn and understand the relationship between the the committee, city staff and council members. In addition I am an avid cyclist (commute weekly to Tumwater and member of CBC) as well as a active member of my (NENA) neighborhood association.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have served on the City of Olympia Utility Advisory Committee, supported the North East Neighborhood Association (GIS and website administration) for the last 10 years. I am active in the local bike club and have volunteered at the Washington Performing Arts Center.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have attended both SPSCC and the University of Washington. I currently work at the Washington State Department of Revenue as a GIS (Geospatial Information System) developer. My focus in GIS has allowed me to gain experience in utilities, planning and the city annexation process.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10 and possibly more.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

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Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Twitter

 [_Resume.docx](#)

Upload a Resume



EXPERIENCE

- Washington State Department of Revenue** - GIS Developer/Specialist 5/2016 – Present
- Manage FME server and desktop versioning, create FME workspaces to acquire, QC and manage large datasets.
 - Modify, created, QA/QC spatial and address data, and published as map/feature services on ArcGIS Server
 - Prepare user requirements, system requirements, user guide, test plan and system review for internal uses
 - Geospatial Database design and schema modification for improving ArcGIS Server layers performance using SQL Server 2014 and ArcGIS Server 10.x
 - Implementing enterprise services based architecture using ArcGIS Server, portal and web adaptor.
- Comcast** - Sr. GIS Database Administrator 1/2014 – 4/2016
- Migration of spatial fiber and RF data from regional sources to enterprise GIS. Work with offshore team.
 - Develop and implement ESRI enterprise architecture, data model and standards.
 - Develop and enhance spatial data product for desktop and mobile mapping and data collection.
 - Fiber/RF GIS/AutoCAD Map 3D design system (SpatialNET) administrator.
 - Develop FME solution supporting fiber and coax design system.
- Puget Sound Energy** - Application Developer Analyst 8/2013 – 1/2014
- GIS application development, data management and server maintenance in support of enterprise GIS.
 - Electric GIS migration lead supporting offshore teams and QA/QC.
 - Data QA/QC using SQL Server Spatial and FME (Smallworld plugin)
 - Support of enterprise GIS and OMS (Outage Management System) system development and maintenance.
- Puget Sound Energy** – Sr. GIS Technical Analyst 1/2012 – 7/2013
- Electric GIS Administrator for enterprise data conversion.
 - Analysis of large data sets using ArcMap, SQL Server and FME
 - Development of training for GIS users throughout PSE as well as contractors and offshore team.
 - Site visit to offshore vendor for training of GIS data conversion.
- Puget Sound Energy** – Technical Analyst 1/2009 - 1/2012
- Configuration, administration and use of ArcGIS Server and ArcSDE as well as development with ArcObjects.
 - Create requirements, development, testing and deployment plans for complex enterprise web, mobile and database solutions.
 - Data migration and conversion using FME desktop and FME Server.
- Puget Sound Energy** – Technical Specialist 6/2008 – 1/2009
- Application development of mobile damage assessment system for near real time data collection and integrity, maintenance of servers and databases supporting web interfaces.
 - Training of GIS staff for data storage, data standards and technical trouble shooting.
 - Analysis of workflow process improvement for project development supporting vegetation management and mobile damage assessment initiatives.
- Puget Sound Energy** – Automated Mapping System Analyst 3/2006 – 6/2008
- Network support, AutoCAD Map/Canmap system support, application design and development and Complex GIS analysis serving departments and subcontractors across PSE operations and generation.
- Design, development, implementation and training of users for custom projects using AutoCAD Map, SQL Server Databases and geodatabases.
 - Technical support of plotters, printers and scanners.
- Puget Sound Energy** – Engineering Planner 12/2005 - 3/2006
- Gather, confirm and enter geospatial data. Verifying with ortho images, parcel records and proprietary and vendor GIS data.
- Loosely coupled geospatial applications in CAD and GIS domains.
- U.S. Fish and Wildlife** – GIS Technician 1/2005 - 4/2005
- Field testing of various G.P.S. units for calibration and set up. Tasks included entering data and using spatial analysis tools to create maps as requested by biologists. Self taught visual Basic programming.

TECHNICAL QUALIFICATIONS

- Application design and development using ASP.NET, VB.NET, C#, ADO.NET, SQL, XML and web services.
- Database development and maintenance in SQL Server and Oracle 11g spatial databases.
- ArcServer, ArcSDE, ArcMap (3.2 to 10.x), ArcCatalog, ArcPro, , AutoCAD and Microstation and QGIS.
- AutoCAD 14 through 2016, Autodesk MapGuide, AutoCAD MAP, AutoCAD Raster Design and AutoLISP
- FME Server and Desktop 2012-2018.

PROFESSIONAL EDUCATION

University of Washington – Business Analysis 2012 - 2013

- Analyzing Business Needs and Requirements Planning
- Facilitating Assessment, Modeling and Documentation
- Synthesizing and Gaining Alignment for Implementation

South Puget Sound Community College – Microsoft Server and Programing Logic 2011

University of Washington – Network Engineering Certificate 2009 - 2010

- Network Architecture, Protocols and Standards
- LAN and WAN Engineering
- Advanced Network Technology and Integration

University of Washington – Database Management Certificate 2007 - 2008

- Requirement analysis, Database planning and design, Database normalization, Database models (relational, network, object-oriented, hierarchical).
- Data integrity, Database security, Database back-up and recovery systems.
- Designed queries using SQL language to sort, query and create databases.

University of Washington – Certificate Programming in Visual Basic Programming 2006 - 2007

- Application design, development and testing.
- Database design and database tools of the .NET framework.
- Development of mash-ups and web-based applications.

University of Washington – Certificate Program in Geographic Information Systems 2003 - 2004

- Design and create Geodatabases.
- Use of GPS and mobile GIS products in collecting and integrating field data.
- Worked as a team to complete water analysis map for Seattle Public Utilities.

Safe Software – Vendor Certified Training

- FME – Advanced FME Desktop and Server 2013-2018
- FME – GE Smallworld Plugin 2013

ESRI – Vendor Certified Training

- ArcGIS Server Administration 2016
- EDN – ESRI Developer Network member 2008 - 2018
- Implementing Geometric Networks for Utilities 2008
- Building Geodatabases 2007
- ESRI and CADD 2007

Autodesk – Vendor Certified Training

- ADN – Autodesk Developer Network member 2006 - 2014
- AutoCAD Map 2010 2009

South Puget Sound Community College – Computer Aided Drafting and Design 1996 to 1998

- Use of AutoCAD R11 to R13 as well as Architectural AutoCAD.
- DOS, WordPerfect, Lotus 123, DB2 and Windows.

Microsoft

- Performance Monitor 2017 - 2018
- Azure System Administration 2017 - 2018

PROFESSIONAL DEVELOPMENT

GIS Day 2017 – [Automating Data Management with FME](#) 2017

Northwest GIS Conference – [Embracing JavaScript api for Webpages](#) 2014

GE Smallworld North American User Group 2011

WAURISA GIS Conference – Invited to present project summary 2008

- [“Agile Project Methodologies for GIS Development”](#). (Flexible development using sprints, iterations and (SCRUM)

GITA – Geospatial Infrastructure Conference 2008

- Sessions focused on the use of enterprise spatial databases as well as web services and S.O.A.

ESRI – Electric, Gas user Group Conference 2007

Autodesk University 2006 - 10

- Autodesk University/AutoCAD Developers Network.

Profile

Applicant 10

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Fleet Manager

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Eastside

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I wish to join this committee in order to advocate for safer streets and pathways for pedestrians and bicyclists. Too many people are injured or killed by cars every year due to careless drivers and inadequate walking and biking infrastructure.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

Six years as a bicycle and pedestrian commuter in Olympia has afforded me the opportunity to observe the challenges and opportunities of our pedestrian and bicycle infrastructure.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am homeowner in the Eastside neighborhood and an employee working in downtown Olympia. I am a graduate from the Evergreen State College and have grown to love this city since I moved here in 2013.

Question applies to multiple boards

4. List your educational and professional background and area of study.

B.A. in Public Policy, Evergreen State College 2017 M.A. in infrastructure Planning and Management, University of Washington 2019

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

up to 25 hours per month

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Internet Search

 [_s_Resume_december_18_2019.pdf](#)

Upload a Resume

SKILLS:

Has experience in policy research and writing.
Possesses an understanding of basic planning theory and practice. Collaborative, creative, active, and optimistic.

EXPERIENCE:

Fleet Manager | Community Youth Services | 2018-present

Providing vehicle fleet operations and maintenance services to ensure safety, compliance and operational efficiency.

Green Power Representative | Puget Sound Energy | 3Degrees Sustainability Consultant | 2017

Provided outreach services for PSE, educating and enrolling customers in PSE's renewable energy program.

Policy/GIS Intern | City of Olympia | Community Planning and Development | 2016

Created maps in ArcGIS and graphs in Excel for an assessment of affordable housing in Thurston County.

Produce Sales | McGrath Family Farms, Ventura CA | 2009-2013

Transportation of produce from the farm to various farmer's markets in the region.
Responsible for customer service, inventory tracking, and sales.

EDUCATION:

Bachelor of Arts | December 2016 | The Evergreen State College

GIS Certification | 2017 | South Puget Sound Community College

Master of Infrastructure Planning and Management | 2019 | University of Washington

OBJECTIVE :

To advocate for bicycle and pedestrian Infrastructure in my community



com

VOLUNTEER :

Homework Tutor | CIELO Olympia WA | 2016

Tutored 2nd-4th grade students in a multicultural setting. I tracked individual student's performance and formulated curriculum to fit their needs.

Profile

Applicant 11

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Scientist

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

n/a--I am only interested in the Bicycle and Pedestrian Advisory Committee.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Downtown

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

Walking and cycling are my primary modes of transportation in Olympia. I routinely use city streets and multi-use trails to bicycle to work in Lacey from downtown Olympia, and my family routinely walks to stores, parks, events, and restaurants in Olympia from our home downtown. I am interested in helping to improve safety for cyclists and pedestrians in Olympia, as I regularly observe unsafe or reckless driving behavior that endangers those of us utilizing Olympia's walking and bicycle facilities. I also hope to help promote more car-free transportation modes, including walking, cycling, and public transit--and these modes are much more accessible if pedestrians and cyclists feel safe in Olympia.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I commute to and from work either by bicycle on Olympia's streets and multi-use trails or by public transit, which requires walking to Olympia's downtown transit center. I also run, walk, and bicycle for recreation in Olympia, and am familiar with common bicycle and pedestrian routes, as well as areas where more infrastructure would be welcome for safety reasons.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have attended events held by the Deschutes Estuary Restoration Team, and I participated in the Thurston County Bicycle Commuter Challenge with a team from my workplace. I also participate in local running events.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I am currently a natural resource scientist in the Air Quality Program at the Washington State Department of Ecology. I have a doctorate degree in Atmospheric Sciences from the University of Washington and an undergraduate degree in chemistry. Prior to beginning work for Ecology in 2017, I was a postdoctoral researcher in Colorado where I studied the impacts of engine exhaust on air quality and health.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City of Olympia twitter

 [Resume.docx](#)

Upload a Resume



Education

Ph.D., Atmospheric Sciences, University of Washington 2014

B.A., Chemistry, Carleton College, *cum laude* 2008

Experience

Washington State Department of Ecology, Air Quality Program

Natural Resource Scientist

Dec 2018-present

- Analysis of statewide air monitoring data.
- Quality assurance of complex air monitoring instrumentation.
- Author scientific reports and procedures.

Senior Air Monitoring Specialist

March 2017-Dec 2018

- Conducted quality control and operation activities on a variety of complex air monitoring instrumentation in Ecology's northwest region.
- Authored standard operating procedures.

Colorado State University, Department of Chemistry

Postdoctoral Fellow

May 2014-March 2017

- Utilized high-resolution mass spectrometry techniques to study the impacts of engine exhaust and vegetation emissions on air quality, climate, and health.
- Built and utilized an oxidation chamber in the laboratory for secondary chemistry studies; trained others on use.
- Authored procedures, scientific publications, and conference presentations
- Mentorship of graduate and undergraduate students.
- Guest lecturer in undergraduate and graduate level environmental chemistry courses.

University of Washington

2008-2014

Graduate Research Assistant

- Designed and conducted experiments to analyze composition of particles and associated potential to impact cloud formation. Developed instrumentation to separate activated droplets and ice crystals from seed particle for subsequent chemical analysis. Deployed complex instrumentation in remote field locations.
- Outreach: designed and coordinated atmospheric and environmental science short courses and demonstrations for science fairs, high school girls, and girl scouts.
- Teaching: Undergraduate global warming course; undergraduate and graduate atmospheric chemistry courses. Lead teaching assistant (2013-2014).
- Leadership: Graduate Student Senator (2010-2012). UW Atmospheric Sciences Women's Network Coordinator (2013-2014).




Honors & Awards

- Washington State Department of Ecology team award (2018).
- Department of Energy Office of Science Graduate Fellowship (2010-2013).
- Selected Participant:
 - International Global Atmospheric Chemistry Early Career Short Course (2016).
 - Preparing for an Academic Career (2016).

Selected Peer-Reviewed Publications

- **B. Friedman** and D.K. Farmer: SOA and gas phase organic acid yields from the sequential photooxidation of seven monoterpenes, *Atmospheric Environment*, 187, 335-345, doi: 10.1016/j.atmosenv.2018.06.003 (2018).
- **B. Friedman**, M.F. Link, S.R. Fulgham, P. Brophy, A.A. Galang, W.H. Brune, S.H. Jathar, D.K. Farmer: Primary and Secondary Sources of Gas-Phase Organic Acids from Diesel Exhaust, *Environmental Science and Technology*, 51, 18, 10872-10880, doi: 10.1021/acs.est.7b01169 (2017).
- Jathar, S.H., **B. Friedman**, A.A. Galang, M.F. Link, P. Brophy, J. Volckens, S. Eluri, D.K. Farmer: Linking Load, Fuel, and Emission Controls to Photochemical Production of Secondary Organic Aerosol from a Diesel Engine, *Environmental Science and Technology*, 51, 3, 1377-1386, doi: 10.1021/acs.est.6b04602 (2017).
- Link, M.F., **B. Friedman**, R. Fulgham, P. Brophy, A. Galang, S.H. Jathar, P. Veres, J. Roberts, D.K. Farmer: Photochemistry of diesel fuel emissions forms a large secondary source of isocyanic acid (HNCO), *Geophysical Research Letters*, 43, 8, 4033-4041, doi: 10.1002/2016GL068207 (2016).
- **Friedman, B.**, P. Brophy, W.H. Brune, D.K. Farmer: Anthropogenic Sulfur Perturbations on Biogenic Oxidation: SO₂ Additions Impact Gas-Phase OH Oxidation Products of α - and β -pinene, *Environmental Science and Technology*, doi: 10.1021/acs.est.5b05010 (2016).
- **Friedman, B.**, A. Zelenyuk, J. Beranek, G. Kulkarni, M. Pekour, A.G. Hallar, I.B. McCubbin, J.A. Thornton, D.J. Cziczo: Cloud Condensation Nuclei Measurements at a High Elevation Site: Composition and Hygroscopicity, *Atmospheric Chemistry and Physics*, 13, 11839-11851, doi:10.5194/acp-13-11839-2013 (2013).
- **Friedman, B.**, G. Kulkarni, J. Beranek, A. Zelenyuk, J.A. Thornton, D.J. Cziczo: Ice Nucleation and Droplet Formation by Bare and Coated Soot Particles, *Journal of Geophysical Research*, doi:10.1029/2011JD015999 (2011).
- **Friedman B.**, H. Herich, L. Kammermann, D.S. Gross, A. Arneth, T. Holst, D.J. Cziczo: Subarctic atmospheric aerosol composition: 1. Ambient aerosol characterization, *Journal of Geophysical Research*, D13203 (2009).

Other Writing

- 
- “Protected Bike Lanes Guard Cyclists from Pollution”. *The Urbanist*, Nov. 2017.
<https://www.theurbanist.org/2017/11/13/protected-bike-lanes-guard-cyclists-pollution/>

Profile

Applicant 12

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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Sound Sailing

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Priest point park

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I want to see Olympia become a world-class city for transportation, moving away from being auto centric. I have cycled and lived in Denver Seattle and now Olympia, I have seen much of what works and far too much of what does not.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I have cycled for school, work and recreation my entire life. I am painfully familiar with the horribly designed roads and systems in Olympia for bicycles.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have served on several boards including sailing, union and community building non profits.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I am a biologist by education, fisheries biologist and water safety expert by vocation.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Design, Parks or planning.

Question applies to multiple boards

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☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Facebook from [REDACTED]

Upload a Resume

Profile

Applicant 13

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244,
sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

When filed with the City, your application and attachment documents are public records and may be subject to public release.

Communications Director, WA
Department of Retirement
Systems

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Lakemoor Community Club

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

Recreational bicycling, as an individual or as a group leader (and occasional commuter), is my passion. I'm hoping to my experience in the cycling community would be of value to the committee as it works to advise the City Council on budget and policy issues related to promoting safe cycling and walking in our region.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I am a former Board Member of the Capital Bicycling Club, where I also served as a group ride leader for a number of years. I cycle about 3,000 miles per year, mostly in the Olympia/Thurston County area (which has some of the most beautiful cycling routes in the state).

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am currently the City of Olympia representative on the Capital Area Region Public Facilities District Board of Directors. In addition to service on the CBC Board (see Q2), I was a member of the Board of Directors of the Hands On Children's Museum for several years, including the time period of securing PFD funding for the new museum.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Entered the workforce straight out of high school. Former radio journalist (including work with KGY) and longtime communications professional in Washington state government, including stints as press secretary to a Governor and two Secretaries of State, as well as public information officer for the Washington State Senate. Also worked in K- 12 education as Communications Director for the Washington State School Directors' Association.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

5-10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☐ Yes ☒ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City website notice

Upload a Resume

Profile**Applicant 14**

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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sgrisham@ci.olympia.wa.us

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When filed with the City, your application and attachment documents are public records and may be subject to public release.

Attorney

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Utility Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

BPAC UAC

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ South Westside Olympia

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I moved to Olympia about four years ago, and I am thrilled to call this place home. Olympia has so much to offer, and I have been particularly impressed with the energy and commitment of its citizens. I am looking forward to joining those already at work and giving back to our community. Although Olympia faces challenges in the years ahead, it also benefits from many strengths, and I am excited to contribute to policy decisions that will help balance competing interests while enhancing our already high quality of life here in Olympia. With regard to the Bicycle and Pedestrian Advisory Committee, I am a year-around bike commuter. I appreciate the resources that are now available for bicyclists and others seeking transportation alternatives to vehicles, but I am interested in how those resources can be strengthened in the coming years to further reduce our citizens' reliance on vehicles as the sole or primary means of transportation in Olympia. In the alternative, I am applying for the Utilities Advisory Committee. With the challenge of seas that are rising and recycling markets that are shrinking—to name just two examples—Olympia will continue to face difficult choices in how to protect and improve its utility systems. While often taken for granted, systems for how we deal with waste and water are critical to maintaining a sustainable and healthy community. I am excited for the challenge of learning more about and navigating the issues on this Committee's docket.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

As a government attorney, a critical part of my work is to provide well-considered advice on complicated issues so that policy makers can understand the options before them and see the potential benefits and costs for various actions. This type of analysis requires knowing the ultimate goals of an agency, balancing the competing interests that go along with important decisions, and assessing the evidence that will form the basis of the policy maker's decision. I believe my experience in this type of work would make me a natural fit for an advisory committee.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am a regular volunteer with Thurston County Volunteer Legal Services, which operates two different legal clinics in Olympia. I also volunteer with Capitol Land Trust, which is a local nonprofit involved with land conservation. My wife and I are in the process of becoming licensed foster parents.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have a Bachelor of Arts degree in International Affairs from Florida State University; a Master in Theological Studies degree from Harvard Divinity School; and a Juris Doctorate from New York University. I am a licensed attorney; I have clerked with judges and have represented state agencies in Washington in the areas of child welfare and healthcare.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10-12

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

BPAC UAC

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City Website

[Resume.docx](#)

Upload a Resume



EXPERIENCE

WASHINGTON STATE ATTORNEY GENERAL'S OFFICE

Assistant Attorney General, Social & Health Services, Health Care Authority Section, June 2018-Present

Advise state agency's public health care programs on myriad legal issues, primarily focusing on compliance with Medicaid regulations, implementing a new insurance program for public school employees, and issues of Tribal Law. Defend the agency in litigation, including a class action regarding a public employee insurance contract, petitions for judicial review of agency's actions, and a Public Records Act lawsuit.

Assistant Attorney General, Social & Health Services, Juvenile Litigation Section, September 2015-May 2018

Litigated child dependency cases in superior court, at administrative hearings, and on appeal. As appellate advisor, reviewed and edited all significant briefing submitted to Washington appellate courts by section's attorneys.

THE HON. MARK RINDNER, ANCHORAGE SUPERIOR COURT, Anchorage, AK

Judicial Clerk, September 2014-August 2015

THE HON. MARJORIE ALLARD, ALASKA COURT OF APPEALS, Anchorage, AK

Judicial Clerk, September 2013-August 2014

NEW JERSEY ATTORNEY GENERAL, DIVISION OF CIVIL RIGHTS, Newark, NJ

Law Clerk, Spring 2013

Reviewed discrimination complaints for legal sufficiency and assisted discovery. Researched and advised on novel applications of state and federal false claims acts to discrimination complaints.

Criminal Appellate Defender Clinic, New York, NY

Student Advocate, Spring 2012

Represented client appealing felony conviction in Appellate Division of New York Supreme Court. Met with client to discuss strategy on appeal. Reviewed trial transcript, researched potential points of appeal, and wrote opening and reply briefs. Appeared for oral argument.

EDUCATION

NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY

Juris Doctor, *cum laude*, May 2013 (top 25% of graduating class)

Honors:	Moot Court Board, Competitions Advocacy Editor Dean's Scholarship (awarded partially for academic merit)
Activities:	Federal Defender Clinic, Student Advocate Criminal Appellate Defender Clinic, Student Advocate

HARVARD DIVINITY SCHOOL, Cambridge, MA

Master of Theological Studies, June 2009

FLORIDA STATE UNIVERSITY, Tallahassee, FL

Bachelor of Arts in International Affairs, *summa cum laude*, August 2006

ADDITIONAL INFORMATION

Recipient of Excellence Award in 2015. Member of the Attorney General's Opinions Committee. Volunteer with Thurston County Volunteer Legal Services and Capitol Land Trust.

Profile

Applicant 15

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

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When filed with the City, your application and attachment documents are public records and may be subject to public release.

Architectural Associate

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Heritage Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1) Heritage Commission 2) Bicycle and Pedestrian Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Upper Eastside

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

As an architectural associate I am interested in being more involved in the improvement of the downtown, especially those concerning adaptive reuse/historical preservation and pedestrian oriented topics.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I have knowledge in design as an architectural associate and our firm works on a lot of adaptive reuse projects. I am also currently working on projects that address concerns of pedestrian connectivity. I would bring knowledge to the board in areas such as design, urban design and adaptive reuse. During my graduate education at Washington State University I worked on a conceptual project that addressed the preservation of the warehouse Jensen Bird located in Spokane Washington and worked with my professor who was the one that helped preserve the structure.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I was on the committee of the Olympia Dragon Mural and actively involved with Anna Schlecht to work on more upcoming murals, have been apart of a youth mentoring program with local high schools, I volunteered with the Plum Street Tiny House Village that addressed homelessness in the downtown and being a part of Thomas Architecture Studios I am actively involved with many projects in the downtown.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Bachelors and Masters in Architecture at Washington State University. Architectural Associate at Thomas Architecture Studios for two years in may.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

10-15

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Thomas Architecture Studios

 [Resume.pdf](#)

Upload a Resume

Question applies to Heritage Commission

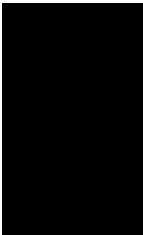
10. Why do you think Olympia's historic places are important?

It is important because it preserves buildings that are important to our history and may otherwise be demolished due to new construction. A diversity of buildings in the downtown adds character, diversity, history to the city. Without them we would lose the meaning of the historical value of the city, especially in terms of a visual aspect.

Question applies to Heritage Commission

11. What is your experience working with the history or preservation of built/cultural heritage?

I have no actual experience yet besides working with my professor at Washington State University, his name is [REDACTED]



EDUCATION

Washington State University, Pullman, WA

Masters in Architecture, One Year Accelerated Program, GPA: 3.4
Bachelor of Science in Architecture, GPA: 3.3

Aug 2017 - May 18
Aug 2013 - May 17

Olson Kundig Summer Studio, Seattle, WA

Taught by Elisa Renouard (OK Associate) and Laura Bartunek (OK Associate), GPA: 4.0
<https://www.olsonkundig.com/projects/the-odyssean-hand-architecture-of-a-rigorous-meander/>

May 2017 - Aug 17

LEADERSHIP

Masters of Design Club, WSU

President
Member
Professional networking opportunities, student design newsletter, logo creation, portfolio reviews

Aug 2017 - Current
Aug 2016 - May 17

American Institute of Architecture Students, WSU

Secretary
Ambassador
Member
Student networking, future student studio and campus tours, skill workshops, professional events

Aug 2016 - May 17
Aug 2015 - May 16
Aug 2014 - May 15

SKILLS

Adobe Creative Cloud

InDesign, Illustrator, Photoshop

3D Modeling

Revit, Rhino, SketchUp, AutoCad

Additional Knowledge

Maxwell Rendering Plugin, Sefaira Analysis Plugin, Therm Analysis, Microsoft Office, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, laser cutting, physical model building, presentation skills, fluent in German

AWARDS

Washington State University Academic Scholarships

Garrison Memorial Scholarship
Weller Scholarship
Dan Fitzgerald Scholarship

Aug 2016 - May 17
Aug 2016 - May 17
Aug 2015 - May 16

TRAVEL

Educational Travel Studies

Portland, Oregon individual architectural travel study
Germany (Berlin, Nurnberg, Frankfurt, Fuerth, Erlangen) Individual architectural travel study
Chicago, Illinois architectural studio travel study

Additional Individual Study

Italy, France, Mexico, South Korea, Brazil, Czech Republic, Switzerland, Austria, California

ADDITIONAL EXPERIENCE

Walmart

Pharmacy Sales Associate

April 2016 - May 17

REFERENCES

[Redacted Name]

[Redacted Name]

Architecture Professor and Graduate Program Head

[Redacted Name]

[Redacted Name]

Architecture Professor and Graduate Program Head



Bicycle and Pedestrian Advisory Committee

Draft 2020-21 BPAC Work Plan

Agenda Date: 1/15/2020
Agenda Item Number: 6.B
File Number: 20-0051

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

Title

Draft 2020-21 BPAC Work Plan

Recommended Action

Move to accept the draft 2020-21 BPAC Work Plan and forward it to the City Council for approval

Report

Issue:

The BPAC Work Plan shows the topics the committee will work on during the upcoming year. This is an opportunity to discuss the draft Work Plan, make changes, accept it, and forward it to the City Council for approval.

Staff Contact:

Michelle Swanson, AICP, Associate Planner, Public Works - Transportation, 360.753.8575

Presenter(s):

Michelle Swanson, AICP, Associate Planner

Background and Analysis:

Process

Each year, Olympia advisory committees submit draft work plans to the City Council's General Government Committee. After reviewing the work plans, the General Government Committee makes a recommendation to the City Council on whether to accept them. Advisory committee work plans are defined from April 2020 to March 2021.

Work Plan Content

The draft 2020-21 Work Plan includes:

- Continued participation in creating the Transportation Master Plan
- Briefings on traffic safety, the Regional Trails Plan update, and the Climate Mitigation Plan
- Reviewing proposed changes to the Engineering Development & Design Standards

These are all in addition to the committee's annual review of the *Capital Facilities Plan*.

Attached is a draft 2020-21 Work Plan for the BPAC and a quick reference version of it. The quick

reference version outlines how the topics on the Work Plan might be addressed meeting by meeting. It is a working document that is updated before each BPAC meeting.

The BPAC Work Plan interfaces with City staff's work plan. Staff is able to support six BPAC meetings in the calendar year of 2020. Please note that this Work Plan covers the period from April 2020 - March 2021.

Options:

Option 1: Accept the draft work plan

Option 2: Change and accept the draft work plan

If the committee does not accept a work plan at this meeting, it may miss the deadline to submit the Work Plan to the General Government Committee.

Financial Impact:

None noted.

Attachments:

Work Plan

Quick Reference version of work plan

DRAFT Bicycle and Pedestrian Advisory Committee (BPAC) 2020 Work Plan April 2020 - March 2021 Work Plan

The BPAC will hold six full committee meetings in 2020. In addition to the full committee meetings, subcommittee meetings and special meetings will continue to be held as needed.

Section 1. 2020 Policy Issues - Recommendations to City Council

Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, staff estimates that there is sufficient professional and administrative staff time to accomplish the Section #1 in 2020-21.

Professional staff liaison to BPAC is Michelle Swanson.

Estimated Percent of Overall Committee Effort: 30%

Title Description	Committee Lead and Commitment <i>Committee hours, not individuals.</i>	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>Estimated timeline from start to finish.</i>	Budget Implications
1.a. Capital Facilities Plan annual review: Review bicycle- and pedestrian-related CFP programs and priorities. Deliverable: Recommendation to City Council	Full committee: 2-3 hours	Transportation staff: 3-4 hours	July - September	Budget implications identified during development of the Capital Facilities Plan
1. b. Emerging policy issues: As appropriate, discuss and make recommendations about emerging policy issues for bicycle and pedestrian transportation.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	Ongoing	None anticipated
1. c. New member applications: Review applications for BPAC vacancies and make recommendations.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	January - March	None anticipated
1.d. Special projects and studies: As necessary, provide recommendations on studies and special projects as directed by Council in the scope of work for the project or study. Deliverable: Recommendations to City Council as identified in project/study scope	Full committee: 1-2 hours depending on projects	Transportation staff: 2-4 hours depending on projects	Ongoing	Budget implications addressed through larger project scope

SECTION 2.**2020 Program Implementation and/or Input to Staff**

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from the committee is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless noted under “Budget Implications,” there is sufficient staff time/resource available in 2020 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 70%

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
2.a. Transportation Master Plan: Participate in the creation of a Transportation Master Plan. Deliverable: Comments to City staff.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	April 2020 - July 2020	None anticipated
2.b. Traffic safety: Briefing on traffic safety analysis, with a focus on collisions involving bicyclists and pedestrians. Deliverable: Comments to staff and/or recommendation to City Council.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	Sept - Nov 2020	None anticipated
2.c. Construction zones: Briefing on what the City requires in construction zones in order for bicyclists and pedestrians to get through them safely. This is called “temporary traffic control.”	Full committee: 1-2 hours	Engineering staff: 2-4 hours Transportation staff: 2-4 hours	May - September 2020	None anticipated
2.d. Regional Trails Plan update: Briefing on an update to the Thurston region’s trails plan, led by the Thurston Regional Planning Council.	Full committee: 1-2 hours	Transportation staff: 1-2 hours	May - November 2020	None anticipated
2.e. Thurston Climate Mitigation plan: Briefing on Olympia’s participation in the creation of a regional climate mitigation plan.	Full committee: 1-2 hours	Water resources staff: 2-4 hours Transportation staff: 1-2 hours	May - July 2020	None anticipated
2.f. Grant funding: Briefing on the grant funding the City is pursuing in order to build projects.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	May 2020	None anticipated

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
2.g. Engineering Design and Development Standards (EDDS): As appropriate, review and comment on revisions to the EDDS. Deliverable: Comment to staff and/or recommendation to City Council.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	May - September 2020	None anticipated
2.h. Project, plans, & study review: As appropriate, provide feedback or make recommendations on City bicycle- and pedestrian-related projects, plans, and studies. Deliverable: Comments to staff and/or recommendation to City Council.	Full committee: 1-2 hours	Transportation staff: 2-4 hours	Ongoing	None anticipated

2020-21 BPAC Quick Reference Work Plan

Meeting	Items	Time needed	Anticipated deliverable
May 20th	Transportation Master Plan ➤ Review draft	30 min	Comments to staff
	Grants ➤ Report on grant funding & projects	20 min	Comments to staff
	Thurston Climate Mitigation plan ➤ Briefing	35 min	Comments to staff
July 15th	Capital Facilities Plan ➤ Briefing ➤ Form CFP Subcommittee	30 min	Subcommittee
	EDDS update ➤ Review proposed EDDS changes	30 min	Comments to staff
	Regional Trails Plan update ➤ Briefing from TRPC staff	25 min	Comments to TRPC staff
September 16th			
	Construction zones ➤ Report on getting people walking & biking through work zones	30 min	Comments to staff
	CFP Memo ➤ Discussion	45 min	Memo to Council
November 18th	Traffic safety briefing	30 min	Comments to staff
	New member applications ➤ Form subcommittee to review them?	5 min	
	Officer elections	15 min	Chair, Vice Chair elected for 2020

2020-21 BPAC Quick Reference Work Plan

Meeting	Items	Time needed	Anticipated deliverable
January 20 th 2021	Review new member applications	60 min	Recommendation to City Council
	202-22 Work Plan	25 min	Work Plan to Council
March 17 th 2021			



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

Bicycle and Pedestrian Advisory Committee

Housekeeping: Quick Reference Work Plan

Agenda Date: 1/15/2020
Agenda Item Number: 7.A
File Number:20-0052

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

Title

Housekeeping: Quick Reference Work Plan

2019-20 BPAC Quick Reference Work Plan

Meeting	Items	Time needed	Anticipated deliverable
May 15 th	Emergency calls on KFWT ➤ Briefing	20 min	Comments to staff
	Grants ➤ Report on grant funding & projects	20 min	Comments to staff
	Downtown streets projects ➤ Update on project	30 min	Comments to staff
July 17 th	Capital Facilities Plan ➤ Briefing ➤ Form CFP Subcommittee	30 min	Subcommittee
	Transportation Master Plan update ➤ Preliminary project lists ➤ Form subcommittee	55 min	Comments to staff, possible subcommittee
September 18 th	Transportation Master Plan ➤ Update	40 min	Comments to staff
	CFP Memo ➤ Discussion	45 min	Memo to Council
November 20 th	West Bay Restoration & Park update	20 min	
	Collision analysis update	40 min	
	Transportation Master Plan update	15 min	
	Officer elections	10 min	Chair, Vice Chair elected for 2020
January 15 th 2020	Review new member applications	60 min	Recommendation to City Council
	2020-21 Work Plan	25 min	Work Plan to Council
March 18 th 2020	Thurston Region Climate Mitigation Plan ➤ Briefing		
	Transportation Master Plan ➤ Share survey results		
	Impacts of I-976 ➤ What we know		