



# Meeting Minutes

## Bicycle and Pedestrian Advisory Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Michelle Swanson  
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**Wednesday, February 20, 2019**

**6:15 PM**

**Room 207**

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

Chair Yunker Carlson called the meeting to order at 6:17 p.m.

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

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

**Excused:** 1 - Committee member Scott Morgan

**OTHERS PRESENT**

Transportation Associate Planner/BPAC Staff Liaison Michelle Swanson  
CP&D Senior Planner Nicole Floyd

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

The agenda was approved.

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

**3.A** [19-0187](#) Approval of November 14, 2018 Meeting Minutes

The minutes were approved.

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

Karen Messmer submitted written public comment, which Staff Liaison Michelle Swanson distributed to Committee members and members of the public in attendance.

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

Chair Yunker Carlson, Vice Chair Bumann, Committee member Brown, Committee member Bremner, and Ms. Swanson made announcements.

**6. BUSINESS ITEMS**

**6.A** [19-0188](#) Representatives for City Work Group on Boulevard Road Parcel

Committee member Copley moved, seconded by Vice Chair Bumann, to have Committee member Bremner serve on the Boulevard Road City work group and for Committee member Brown to be the alternate. Motion carried by unanimous vote.

- 6.B [19-0189](#) Report on Enforcement of Code Requirements for Bicycle Parking on New Construction

The report was received.

- 6.C [19-0191](#) Draft 2019-20 BPAC Work Plan

Committee member Copley moved, seconded by Committee member Vleck, to amend section 2d of the draft 2019-20 BPAC work plan to list the deliverable as "Comments to staff and/or recommendation to Council." Motion carried by unanimous vote.

Vice Chair Bumann moved, seconded by Committee member Copley, to approve the amended work plan and recommend it to the General Government Committee. Motion carried by unanimous vote.

- 6.D [19-0192](#) Evaluate and Recommend New BPAC Member Applications

Committee member Vleck moved, seconded by Committee member Brown, to forward candidates 3, 6, 12, and 7 to the General Government Committee for consideration.

Committee member Copley moved, seconded by Committee member Brown, to amend the motion on the floor with a request to rank recommendations in priority order. Motion carried by unanimous vote.

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

- 7.A [19-0193](#) Housekeeping: Quick Reference Work Plan

The discussion was completed.

## 9. ADJOURNMENT (8:15)

The meeting adjourned at 8:28 pm.