



**CITY OF URBANA  
BICYCLE AND PEDESTRIAN ADVISORY  
COMMISSION MEETING**

---

**DATE:** Tuesday, December 16, 2025  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

---

**MINUTES**

**Members Present:** Annie Adams, Carmen Franks, Susan Jones, Bruce Michelson, Kevin Murphy, Keenan Portis, Sarthak Prasad, Sara Rand, Nancy Westcott, Tim Friedman, Gisselle Juarez-Alquicira (joined at 7:04 pm)

**Others Present:** none

**Members Absent:** Qiushi Huang

**A. Call to Order and Roll Call**

Annie Adams called the meeting to order at 7:01 pm. Roll was taken. A quorum of members was present.

**B. Changes to the Agenda**

none

**C. Approval of Minutes of Previous Meeting**

**1. Meeting minutes from October 21, 2025**

Sarthak Prasad motioned to approve the minutes, Bruce Michelson seconded. Motion approved with a unanimous voice vote.

**2. Meeting minutes from November 18, 2025**

Susan Jones motioned to approve the minutes, Kevin Murphy seconded. Motion approved with a unanimous voice vote.

**D. Public Input**

none

**E. Unfinished Business**

**1. 2026 Meeting Schedule & Working Groups**

The current meeting schedule of meetings is the third Tuesday of each month. There was discussion regarding possibly changing that or keeping the meetings monthly. Carmen Franks motioned for the 2026 meetings to continue to be the third Tuesday of each month at 7 pm in the Council Chambers, Bruce Michelson seconded. Motion approved with a unanimous voice vote.

Regarding Working Groups, Carmen stated that there can't be more than 3 members in each group and that a sign up sheet had gone around. There was also discussion of when working groups should meet. The different working groups that were discussed were:

Bike Share – which is already active

ADA Compliance

Public Education & Events (Events & Advocacy)

Cooperation With Other Bike Organizations  
Potential Grants

**2. Snow Removal Announcements**

Annie will draft something to add to the City's Snow Information page. Carmen will look it over and try to get it approved by leadership.

**F. Reports of City Officials and Staff and Reports of Committees**

**1. Public Works Updates [Carmen]**

a. Shared Use Path projects

- Florida Avenue Shared Use Path – Plans are 90% complete and has cleared SHPO review. The work is planned for 2026. The project may be moved back to align with the Florida Avenue roadway project.
- Bakers Lane Shared Use Path – This is under construction but is shut down for the winter. Work will resume after winter and should be complete by mid-August.
- Perkins Road Shared Use Path – Construction is complete.

b. Roadway projects

- Country Club Road & Perkins Road – The design includes widening the south sidewalk to a shared use path. A new sidewalk will be added on the north side between Willow Road & Cunningham Avenue. This project is expected to be completed in 2026.
- Lincoln Avenue Corridor Study – no update since last month
- North Lincoln Avenue project from Wascher to Killarney – City Council approved the agreement with FHWA and IDOT for the SS4A grant funding for a demonstration grant. This is still in the public outreach phase, and the concept plan is underway. Demonstration is expected to be completed in the summer of 2026. Full construction is expected in FY28.
- Springfield Avenue resurfacing project – Carmen will give an update during New Business.
- Florida Avenue project from Wright to Hillcrest – John [Zeman] will give a presentation to BPAC tentatively scheduled for the January meeting. Intersection design details are still under review by IDOT, specifically Race and Vine Street intersections with Florida Avenue.
- Illinois & Vine Street project – Phase I design is almost complete. The design will include lane reductions, turn lane changes, and crosswalk improvements. It will also include bike lanes on Illinois Street.
- Traffic Signal Improvements – This is moving toward final bid documents and expected to go out for bid in January 2026.

c. Sidewalk Improvement projects

- TIF 4 Sidewalk Improvements – This project will be repairs to existing sidewalks on the west side of Cunningham from Kerr to Country Club Road. Bids were opened in October and went to Feutz. This project is to be completed in 2026.
- The City is updating the maintenance plan for the brick streetscapes in downtown.

d. EQL Projects

- EQL Streetlights FY22 – This is complete. The City is still waiting on the designer about options to reduce the glare.
- EQL FY25 Program – This includes sidewalks, ramps, streetlights, & some traffic calming devices on Broadway, Kerr, and Cottage Grove. Design is underway. This is expected to go out for bid in early 2026.

e. Grants update – The City's grants consultant is finalizing a grants strategy document.

## **2. eBike/Bikeshare Working Group**

Bruce said he didn't have much of an update, but mentioned the key issues: which were what do we want to charge and what to do with Veo bikes left in yards, sidewalks, etc.

## **G. New Business**

### **1. Update on Springfield Ave Resurfacing Project [Carmen]**

Carmen said this project is for the poor condition of the roadway surface. They are targeting construction for this summer and finalizing plans with Fehr Graham. This will include full depth reconstruction from Wright Street to the crossing at Grainger Library. The rest of the segment to Goodwin will be resurfacing. There will also be some sidewalk, sidewalk ramp, and traffic loop improvements.

### **2. Snow Removal Issues & Responsibilities [Sara/Carmen]**

Carmen went over the Sidewalk Snow Removal Zone Ordinance, including showing the maps of the Campus, Downtown, & Philo Road zones. She also went over the sidewalks that the City is required to remove snow from. Carmen said that there is a volunteer organization called Snow Angels that helps with snow removal on routes to school. If there is an issue within a Snow Removal Zone, you should contact the City's CD Inspector; if it is a City maintained zone, call Public Works. Outside of these areas, contact Carmen. She is working with the ADA Coordinator on a complaint intake process.

Sara brought up concerns regarding inaccessible curb cuts after snow plowing causing her to go into the road and not being able to get back on the sidewalk because of areas not being shoveled. She is starting to document the troubled areas.

### **3. Sidewalk Accessibility Concerns & Goals [Annie]**

Annie would like to brainstorm about sidewalk accessibility concerns and goals. It was decided to move this to a future meeting because of being close to the end of the meeting time.

## **H. Announcements**

Keenan Portis said that the Park District was just awarded an EV Charging grant.

Annie Adams will be handing out bike lights at Lights in Downtown Urbana on Main Street on Saturday, December 20<sup>th</sup>.

Tim Friedman said that the Urbana Jazz Band will be at the Main Scoop.

Sarthak Prasad had two announcements:

1. Veo is in the process of winterizing their bicycles. The bikes will be back out on the streets sometime in March.
2. The U of I is working on a project for reconstruction of Pennsylvania Avenue from Lincoln Avenue to the City limits. This is currently in design.

Carmen Franks announced that the Kickapoo Rail Trail is doing fundraising to try to get more construction funds to cover a \$1.85 million shortfall.

Sara Rand gave an update on the Pedestrian & Bicycle Fatalities presentation that she is working on. Sara has talked to the coroner, and she will be able to provide Sara with statistics. They will be meeting again next week.

## **I. Future Topics**

1. ADA Transition Plan Update
2. Spending remaining BPAC Budget
3. Update on Florida Ave Roadway Project [John Z.]
4. Overview of Materials Used for Roadway Repairs & Resurfacing [Public Works]
5. Battery/e-bike safety & public education discussion [UFD]
6. Bicyclist & pedestrian fatalities discussion [Sara/County Coroner Office]

## **J. Adjournment**

The meeting adjourned at 8:53 pm.