



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

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**DATE:** Tuesday, February 20, 2024  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

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**AGENDA**

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

1. Introduction of New Members

**B. Changes to the Agenda**

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

1. August 15, 2023 Minutes
2. October 17, 2023 Minutes

**D. Public Input and Commissioner Communications**

**E. Unfinished Business**

1. University of Illinois Sustainable Transportation Initiatives - Sarthak Prasad
2. Marked Walking Trail through Downtown Urbana (Sage Trail) - Annie Adams
3. Street Lighting - Annie Adams

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

**G. New Business**

1. 2024 Meeting Calendar - John Zeman
2. Residential Street Speed Limits - Audrey Ishii

**H. Announcements**

**I. Future Topics**

**J. Adjournment**

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://urbanaininois.us/uptv>

## **PUBLIC INPUT**

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public

Input will be taken in the following ways:

### **Email Input**

In order to be incorporated into the record, emailed public comments must be received prior to 5:00 pm on the day preceding the meeting and sent following email address: [jczeman@urbanaininois.us](mailto:jczeman@urbanaininois.us) .

The subject line of the email should include "PUBLIC INPUT", the board/commission name, and the meeting date. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted.

### **Written Input**

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

### **Verbal Input**

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable. Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken. The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only. In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

**Accommodation**

If an accommodation is needed to participate in a City meeting, please contact the City at least 48 hours in advance using one of the following methods:

Phone: 217.384.2455

Email: [hro@urbanaillinois.us](mailto:hro@urbanaillinois.us)

**Watching the Meeting via Streaming Services**

The meeting will be streamed live at <https://livestream.com/urbana>. The recorded video will be available on the City's website.



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

**DATE:** Tuesday, August 15, 2023  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

### MINUTES

**Members Present:** Annie Adams, Susan Jones, Bruce Michelson, Audrey Ishii, Sarthak Prasad, Daniel Saphiere

**Others Present:** Nick Olsen

**Members Absent:** Nancy Westcott, John Zeman

#### A. Call to Order and Roll Call

Audrey Ishii called the meeting to order at 7:00 p.m. Roll was taken. A Quorum of Members was present.

#### B. Changes to the Agenda

none

#### C. Approval of Minutes of Previous Meeting

##### 1. May 2023 Meeting Minutes

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

#### D. Public Input

none

#### E. Unfinished Business

none

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

Nick Olsen presented on behalf of John Zeman.

1. City Council passed an ordinance to make Green Street (Wright to Lincoln) a No Parking, Tow Away Zone.
2. Sidewalks & streetlights and speed studies are two EQL (Equity & Quality of Life) projects that are in the works.
3. The ordinance for prohibiting parking in bike lanes is still in the works.
4. The City is under contract with Varsity Striping for pavement marking, which includes striping & bike lane symbols.
5. There is discussion for LED flashing stop signs at Race & Florida.
6. Engineering consultants have been chosen for the Florida Ave & Bakers Lane Shared Use paths.

## G. New Business

### 1. E-Bike Discussion and Next Steps – Bruce Michelson

Bruce led the conversation on E-Bikes. He said that law enforcement can't be expected to re-train every week to keep up with the changes of E-Bikes. And, that we need to pay attention on the speeds of E-Bikes. Bruce suggested that all entities (Champaign County, City of Urbana, City of Champaign, Champaign Park District, Urbana Park District, & U of I) should get together to come up with consistent language & policies.

There was discussion regarding E-Bike safety concerns. Some of these concerns were batteries blowing up, speed, E-Bikes on sidewalks, & young children on them.

Daniel suggested “approaching from a proactive standpoint, rather than restrictive” by educating the community on how to bike safely in the street when operating an E-Bike.

### 2. Review of BPAC Goals for FY23

Audrey Ishii presented on the FY23 BPAC Goals. Audrey showed a front page News-Gazette article on Pete Buttigieg's recent visit to the U of I. Pete is the United States Secretary of Transportation. While here, Pete said that Vision Zero is one of his stated goals.

In the review of the FY23 goals, there was also a reminder of the by-laws. Audrey said that BPAC has been more proactive in recent years. There was an overview of each of the 5 themes of the FY23 goals. These themes were Research & Planning, Evaluation & Response, Culture & Communication, Equity, and Applications.

### 3. BPAC Goals for FY24

Annie Adams presented on the FY24 BPAC Goals. Annie suggested that goals be simplified & for BPAC to come up with actionable plans for the goals.

One plan that Annie spoke about was a crosswalk at Anderson & Washington to increase safety and make this area more like a neighborhood and less like a highway. In this plan, Annie discussed more areas of concern on & near Anderson, such as Anderson & Fairlawn and Fairlawn & Vine. Fairlawn & Vine would be top priority because of its proximity to the school; it was mentioned that this intersection could be presented as a pilot area. Some ways that were presented to increase safety were Chicanes, traffic circles, enhanced crosswalks, and pop-up stop signs.

A brief overview of the Sage Walking Trail was gone over as well. This would be a 3.2 mile long walking loop in Urbana.

## H. Announcements

Sarthak Prasad had the following announcements:

1. Sarthak has submitted the Bike Friendly application and the status of this will be known in October.
2. Bike to Work Day is September 14<sup>th</sup> from 7 a.m. – 10 a.m. with a rain date of September 15<sup>th</sup>.
3. Light the Night is September 19<sup>th</sup> from 4 p.m. – 7 p.m. with a rain date of September 21<sup>st</sup>.
4. The pilot program for Veo has been extended into the Fall semester.
5. Bird is coming to do a demonstration on August 29<sup>th</sup>. There will be representatives from U of I, City of Champaign, and City of Urbana there.
6. U of I has installed two more bike counters and has more on order.

**I. Future Topics**

1. FY24 goals – finish goal setting
2. annual report – to be done by February 2024
3. eco-counter – Sarthak to present on, possibly in October
4. Bicycle Friendly application – Sarthak to present on
5. Campus Bike Plan update – Sarthak to present on

**J. Adjournment**

The meeting adjourned at 9 p.m.



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

**DATE:** Tuesday, October 17, 2023  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

### MINUTES

**Members Present:** Annie Adams, Susan Jones, Bruce Michelson, Audrey Ishii, Sarthak Prasad, Daniel Saphiere, Nancy Westcott, John Zeman, Keenan Portis

**Others Present:** none

**Members Absent:** none

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

Audrey Ishii called the meeting to order at 7:00 p.m. Roll was taken. A Quorum of Members was present.

**B. Changes to the Agenda**

Annie Adams asked to make a short presentation about lightbulbs in the City lamps. This will be added after the Lincoln Corridor Study presentation.

Susan Jones motioned to add the lightbulb presentation to the agenda, Daniel Saphiere seconded. Motion approved with a unanimous voice vote.

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

none

**D. Public Input**

none

**E. ~~New~~ Unfinished Business**

John Zeman pointed out that “New” should be “Unfinished” on the agenda.

**1. E-Bike Regional Coordination Resolution – Bruce Michelson**

Bruce said that the seven entities need to get together and communications need to be unilateral regarding micro-mobility, such as E-Bikes and E-Scooters. Audrey will share the proposed resolution at a future CUUATS meeting.

Susan Jones motioned to send the resolution to City Council with revisions discussed, Nancy Westcott seconded. Motion approved with a unanimous voice vote.

**2. Marked Walking Trail through Downtown Urbana (Sage Trail) – Annie Adams**

Annie presented an overview of Sage Trail Walking Tour, which she has based off of the Turquoise Trail in Tucson, AZ. She envisions two routes; one purple and one green.

The next steps are to:

share with people & gauge interest  
 figure out cost; quote for paint & what kind of paint could be used  
 tighten up the two-mile loop & maybe incorporate Blair Park  
 see if there are any private ownership issues along the trail

### 3. Draft 2024 Annual Goals – Audrey Ishii

Audrey presented the 14 potential goals for BPAC. Some goals that had specifics pointed out were:  
 Obtain an SS4A grant – there is a very short time between the application announcement & the application deadline.

Florida Avenue & University Ave safe & attractive to all users – there are no design contract yet, but the City has five statements of qualifications.

It was suggested to do a poll to see what goals are priorities since there are so many. For the poll, it was asked for a few more potential goals to be added: the pavilion at the Market at the Square that Bruce presented on earlier in the year and the traffic calming need at Vine & Fairlawn that Annie presented on earlier in the year.

### 4. No Parking in Bike Lanes Ordinance – John Zeman

This ordinance was presented at City Council on 10/16/23, and will be on the consent agenda for Monday, 10/23/23. The ordinance went through BPAC & the Traffic Commission. The Traffic Commission made some edits before it went to council.

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

1. Citizen Problem Reporter – this is a GIS based way for infrastructure concerns to be reported.
2. Speed Studies & Traffic Calming – there were six speed studies done & they need worked through to see what is actionable or not.
3. ITEP Designs – there is a budget amendment for the 10/23/23 City Council meeting.
4. EQL Design – there are preliminary plans, moving into more detailed plans for construction next year.
5. Florida Avenue Roadway Design – someone will be selected in November.
6. North Lincoln Avenue Design – this was part of the SS4A grant. There were six submissions for designs.
7. Florida & Race – we didn't get the Highway Safety Improvement grant for this.

## G. New Business

### 1. Lincoln Avenue Corridor Study – Audrey Ishii

This study is in Phase I, visioning. Public outreach was the week prior. Input is being taken until 10/20/23.

\*\*During New Business, Daniel Saphiere motioned to extend the meeting by 5 minutes, Nancy Westcott seconded. Motion was approved by a unanimous voice vote\*\*

### 2. Light Bulbs – Annie Adams

Annie said that the light bulbs in the City street lamps are the wrong color. They are blue instead of warm yellow. She wondered if someone at the City ordered the wrong color and they should be switched with the correct color.

## H. Announcements

Annie Adams spoke of the Urbana Witches Ride on 10/29/23.



Sarthak Prasad had the following announcements:

1. Bike to Work Day had a record number of participants.
2. At Light the Night, 850 bike light sets were installed.
3. The U of I has applied for Bike Friendly University.

**I. Future Topics**

none – Audrey will send out an email asking for ideas

**J. Adjournment**

The meeting adjourned at 9:05 p.m.



## URBANA BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING CALENDAR

**Location:** Urbana City Council Chambers  
400 South Vine Street  
Urbana, Illinois 61801

01/16/2024 – Regular Meeting Cancelled (conflict with Committee of the Whole Meeting)

02/20/2024 - 7:00 p.m. Notice of Regular Meeting

03/19/2024 - 7:00 p.m. Notice of Regular Meeting

04/16/2024 - 7:00 p.m. Notice of Regular Meeting

05/14/2024 - 7:00 p.m. Notice of Regular Meeting

06/18/2024 - 7:00 p.m. Notice of Regular Meeting

07/16/2024 - 7:00 p.m. Notice of Regular Meeting

08/20/2024 – 7:00 p.m. Notice of Regular Meeting

09/17/2024 – 7:00 p.m. Notice of Regular Meeting

10/15/2024– 7:00 p.m. Notice of Regular Meeting

11/19/2024 – 7:00 p.m. Notice of Regular Meeting

12/17/2024 – 7:00 p.m. Notice of Regular Meeting