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**DATE:** Tuesday, July 16, 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**
- B. Changes to the Agenda**
- C. Approval of Minutes of Previous Meeting**
  - [1. April 16, 2024 Meeting Minutes](#)
  - [2. May 21, 2024 Meeting Minutes](#)
- D. Public Input and Commissioner Communications**
- E. Unfinished Business**
  - 1. Safe Streets and Roads for All (SS4A) Grant Discussion - Annie Adams
  - 2. Lincoln Avenue Corridor Study Discussion - Carmen Franks
- F. Reports of City Officials and Staff and Reports of Committees**
- G. New Business**
  - 1. UIUC Campus Bicycle Update - Sarthak Prasad
  - [2. Review Progress on BPAC FY2024 Goals - Audrey Ishii](#)
- H. Announcements**
- I. Future Topics**
- J. Adjournment**

## 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 the general public. The City is required to conduct all business during public meetings. 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>

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**

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: [citycouncil@urbanaininois.us](mailto:citycouncil@urbanaininois.us). The subject line of the email must include the words “PUBLIC INPUT” and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

### **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 Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366
- Email: [CityClerk@urbanillinois.us](mailto:CityClerk@urbanillinois.us)



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

**DATE:** Tuesday, April 16, 2024  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

**MINUTES - UNAPPROVED**

**Members Present:** Annie Adams, Susan Jones, Tommy Griscom, Qiushi Huang, Audrey Ishii, Bruce Michelson, Keenan Portis, Sarthak Prasad, Nancy Westcott, John Zeman

**Others Present:** Riley Jones (Public Works Engineering)

**Members Absent:** Daniel Saphiere

**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. **November 21, 2023 Minutes**
2. **February 20, 2024 Minutes**
3. **March 19, 2024 Minutes**

Susan Jones motioned to approve all three meetings's minutes together, Nancy Westcott seconded. Motion approved with a unanimous voice vote.

**D. Public Input and Commissioner Communications**

Nancy Westcott mentioned that PACE CIL has moved to Lincoln Square Mall and that the crosswalks in that area need to be repainted.

Annie Adams suggested that BPAC choose a new crosswalk every year that they want put in, or to enhance an existing crosswalk.

**E. Unfinished Business**

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

Annie has presented the Sage Trail to the Historical Preservation Commission. They were interested in the idea & gave their feedback on it.

Annie has added a QR code to the map & has added more historical markers to the map.

Annie would like to reach out to the Arts Commission & Economic Development next.

**2. Safe Streets and Roads for All (SS4A) Grant Discussion – Audrey Ishii**

Audrey went over two parts of the SS4A grant: Planning & Demonstration Grants which are 30% of the grant money awarded and Implementation Grants which are 70% of the grant money awarded.

The deadline for Demonstration Grant applications is August 29, 2024. There was discussion about the feasibility of applying for the SS4A Grant.

Bruce Michelson motioned to re-forward the SS4A Grant resolution of last year to City Council stating that BPAC still supports it, Susan Jones seconded. Motion approved with a unanimous voice vote.

### **3. Residential Street Speed Limits – Audrey Ishii**

Audrey said that she had encouraged City Council to send a letter of support for the bill that would reduce the default speed limit to 20 mph. She has not heard anything on that, though.

No action was taken on the Speed Limit resolution.

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

- a. John said a draft of the CIP went to City Council at the beginning of April. The CIP will go back to council on May 6<sup>th</sup> to be adopted.
- b. There will be a public meeting on April 23<sup>rd</sup> for input on the Lincoln Avenue corridor study.
- c. IDOT had a meeting regarding a shared-use path on the north side of Cunningham Avenue from Maple Street to Ambucus Park. Construction is planned for FY27.
- d. John has a design consultant for the ITEP project of Florida Avenue and Bakers Lane.

## **G. New Business**

none

## **H. Announcements**

- a. Susan mentioned that the Prairie Cycle Club season with weekly rides starts on Saturday, April 20<sup>th</sup>.
- b. John introduced Riley Jones who is a Civil Engineer that joined the City in September 2023. John also announced that a second Assistant City Engineer will be hired.
- c. Annie said that the Christie Clinic Illinois Race weekend will be April 25<sup>th</sup> – 27<sup>th</sup> and they are looking for volunteers.
- d. Tommy announced that CU Urbanism is starting a book club.
- e. Qiushi mentioned that MTD is having a public meeting in May which will be about the upcoming school year & their services.

## **I. Future Topics**

1. Bruce would like to see about getting a representative from the Fire Department to see if anything can be done about safety issue awareness with E-Bikes & share this information with the public.

## **J. Adjournment**

The meeting adjourned at 8:38 p.m.



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

**DATE:** Tuesday, May 21, 2024  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

**MINUTES - UNAPPROVED**

**Members Present:** Annie Adams, Susan Jones, Tommy Griscom, Qiushi Huang, Bruce Michelson, Keenan Portis, Sarthak Prasad, Daniel Saphiere, Nancy Westcott

**Others Present:** none

**Members Absent:** Audrey Ishii, John Zeman

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

Daniel Saphiere 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**

none

**D. Public Input and Commissioner Communications**

1. Susan Jones said Audrey Ishii and Charlie Smyth are on a bike tour to D.C.
2. Annie Adams said that she will be presenting the Sage Trail to the Arts Commission.
3. Keenan Portis said that construction will begin in 2025 for a bike trail by Weaver Park.

**E. Unfinished Business**

**1. Safe Streets and Roads for All (SS4A) Grant Discussion – Audrey Ishii (Tommy Griscom presented in Audrey’s absence)**

Some funding has been received for Lincoln Avenue and they are hoping for more.

The actions taken so far are a sub-committee has been established and they have drafted a letter to the Mayor & City Council to support Public Works to apply for the SS4A grant.

Some ideas that have been discussed so far are creating an Urbana Vision Zero Action Plan and possibility of demonstration projects such as a speed study and temporary infrastructure.

After some discussion, it was decided to submit the letter to City Council with some edits. Bruce Michelson motioned to consider edits to this document for the next regularly scheduled BPAC meeting, Sarthak prasad seconded. Motion approved with a unanimous voice vote.

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

On behalf of John Zeman, Daniel Saphiere gave the below updates:

- a. After consulting with RPC, the City of Urbana Public Works Department decided not to apply this year for the SS4A grant, but will plan to next year.
- b. John had a design kickoff meeting on May 10<sup>th</sup> for two ITEP projects:
  - (1) The design for the Florida Avenue shared use path will be complete in March 2025.
  - (2) There are no dates for the Bakers Lane shared use path.
- c. Updates on some Equity & Quality of Life projects were also given:
  - (1) The sidewalk construction package is out for bid and bid opening will be on May 28<sup>th</sup>.
  - (2) The streetlight construction bid will go out sometime in June.
  - (3) Cunningham Avenue TIF projects are out for bid and bid opening will be on May 22<sup>nd</sup>.

## G. New Business

### 1. Lincoln Avenue Corridor Study Discussion – Tommy Griscom

Tommy presented on the Lincoln Avenue Corridor Study for the area of Florida Avenue to Green Street. This corridor was recognized as one of the more dangerous corridors in the city. Two public outreach events have been completed. Tommy went over several potential interventions. Tommy will reach out to RPC to see if they would like to come to a future BPAC meeting to talk about their ideas.

## H. Announcements

- a. Daniel mentioned that there will be a Smart Cycling class for adults on June 1<sup>st</sup> at MTD.
- b. Susan mentioned that the Prairie Cycle Club will have a Bike to Build ride that starts at the Gibson City Hospital on June 1<sup>st</sup>.
- c. Sarthak announced several upcoming items:
  - (1) The north sidewalk on Peabody Drive between First and Fourth will be made ADA compliant over the summer.
  - (2) The north sidewalk on Gregory Drive between Fourth and Sixth will be made ADA compliant over the summer.
  - (3) The remaining eco-counters will hopefully be installed over the summer.
  - (4) The end of year bicycle roundup is coming up.
- d. Tommy announced that CU Urbanism book club is meeting on June 2<sup>nd</sup> at 2 p.m.

## I. Future Topics

1. letter for City Council regarding the SS4A grant
2. campus Bicycle update
3. conversation with the Fire Department at their convenience
4. have RPC come to talk about the Lincoln Corridor Study as it progresses

## J. Adjournment

The meeting adjourned at 8:45 p.m.

<b>Priority Rank</b>	<b>Urbana BPAC Goals for FY24</b>	<b>Average Priority Score (10 highest to 1 lowest)</b>
1	Speed reduced to ranges compatible with VZ commitment; e.g. extend the University 25-mph zone to residential areas	8.5
2	Florida Avenue and University Avenue safe and attractive for ALL users	8.2
3	Washington Street speed issues addressed (see W. Green Street in Champaign)	7.8
3	Vine Street issues with no cross walks addressed (near Fairlawn, Michigan, and Pennsylvania)	N/A
5	City Getting Around website updated	7.7
5	East Main Street resolution added to Bicycle & Pedestrian Plan addendums	7.7
7	Lincoln Avenue Corridor Study actively followed and reviewed; provide comments as BPAC.	7.3

<b>Priority Rank</b>	<b>Urbana BPAC Future Goals</b>	<b>Average Priority Score (10 highest to 1 lowest)</b>
1	State lobbied to return speed-setting to municipalities; discussion with Cynthia Hoyle at a BPAC meeting	7.8
2	Add MTD & PACE representation to BPAC, change to Bylaws	7.2
2	Wayfinding and pedestrian access to parks evaluated and enhanced—example Broadway behind JJ's	7.2
2	Obtain an SS4A grant to create the Urbana Vision Zero action plan and demonstration projects.	7.2
5	Vibrant pedestrian tourist trail designed and promoted	6.3
6	Long-Range Transportation Plan 2050 actively followed and reviewed	6.2
7	Snow removal zone expanded	5.8

The FY24 and Future Goals were approved unanimously during the November 21, 2023 meeting of Urbana BPAC. The priority scores are averages of scores assigned by six of eight members of BPAC. These priority scores are guidelines and not binding.