

DATE: Tuesday, March 18, 2025
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call**
- B. Changes to the Agenda**
- C. Approval of Minutes of Previous Meeting**
 - [1. February 2025 Meeting Minutes](#)
- D. Public Input & Commissioner Communications**
- E. Unfinished Business**
 - 1. Snow Shoveling Announcements (Public Works)
 - 2. Vision Zero Network (VZN) - Apply for City recognition (Audrey)
 - 3. Lowering Speed Limits (Audrey)
- F. Reports of City Officials and Staff and Reports of Committees**
- G. New Business**
- 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. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

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://www.urbanail.gov/executive-department/page/urbana-public-television>.

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. 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@urbanaininois.us



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

DATE: Tuesday, February 18, 2025
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES - UNAPPROVED

Members Present: Annie Adams, Susan Jones, Tommy Griscom, Bruce Michelson, Keenan Portis, Sarthak Prasad, Nancy Westcott, Carmen Franks

Others Present: none

Members Absent: Qiushi Huang, Audrey Ishii

A. Call to Order and Roll Call

Annie Adams 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 2024 Meeting Minutes**
2. **December 2024 Meeting Minutes**

Nancy Westcott motioned to approve both sets of minutes together, Susan Jones seconded. Motion approved with a unanimous vote.

D. Public Input

none

E. Unfinished Business

none

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

Carmen Franks gave the following updates on City projects.

1. Florida Avenue Shared Use Path – Plans are 90% complete and delays are anticipated with construction possibly pushed back to 2026.
2. Bakers Lane Shared Use Path – The designer is working on 90% plans. Construction is to begin early Fall 2025 and complete in 2026.
3. CDBG Sidewalk Improvements – These improvements are in low to moderate income areas. The Beardsley Avenue area should be complete by March 2025.
4. EQL Funded Streetlights – Construction is underway for the FY22 locations and is to be completed by mid-2025.

5. EQL FY25 Program – This was approved by City Council and Engineering is proceeding with the design.
6. Lincoln Avenue Corridor Study – Working on revising concept plans to finalize the study. A final concept plan should be done in the next few months.
7. Traffic Signal Improvements – These improvements are to upgrade outdated audio devices for pedestrian signals on up to 14 intersections.

G. New Business

1. Snow Shoveling Announcements (Nancy/PW)

A discussion was held regarding voluntary snow shoveling of sidewalks as well as the snow districts that are required. Nancy made some suggestions and edits to a January Snow Removal press release that had gone out. These edits included adding a sentence to the first paragraph recommending that all property owners clear their sidewalks even if they are not within the mandatory snow districts. Carmen will bring these suggestions to the Public Works Director to see if the verbiage of future press releases for snow removal can be changed.

Bruce Michelson motioned that the committee (BPAC) endorse the changes to the Snow Removal press releases proposed by Nancy, Susan Jones seconded. Motion passed with a unanimous vote.

2. eBike Policy & Contract Updates

The City is looking into putting together a new contract between the City and shared bike services in town because the previous one has expired. Carmen asked if any BPAC members would be interested in reviewing a draft contract that the City's Planning Division has. This could either be as a sub-committee of BPAC or as part of regular BPAC meetings. Things that would be included in the contract would be boundaries of where to park, what happens if bikes are parked in the wrong place, and where to charge them. Bruce, Sarthak, & Keenan said that they would be on a sub-committee.

Bruce Michelson motioned that himself, Sarthak Prasad, & Keenan Portis be on a sub-committee to review the contract between the City and the shared bike services in town, Susan Jones seconded. Motion was passed with a unanimous voice vote.

H. Announcements

Bruce Michelson said that he bought an eBike.

Keenan Portis announced the following:

- The new Health & Wellness Center opened in January 2025.
- The Park District has begun its master plan for King Park. They are starting a committee & BPAC members are invited to be part of it if they would like to be.

Sarthak Prasad announced the following:

- The Campus Bike Plan was approved in December and is now public.
- A Campus Transportation Survey is to go out on March 3rd. This is to see how people get to the campus and how they get around once they are there.
- Bike for Earth Day is on Earth Day (April 22nd), with a rain date of April 23rd.
- A bike census on campus will be done the week after Earth Day.
- There is an active living working group that hosts a parkrun in Morrissey Park in Champaign every Saturday at 9 a.m. The public can volunteer or participate if they would like to.

Annie Adams reminded the commission that there is a vote on February 25th that includes mayoral candidates and a few City Council Member ward openings.

Future Topics

- a. Bruce Michelson will bring information on a recommendation for a “No Turn on Red” (rest of conversation inaudible on recording due to microphone not being on).

J. Adjournment

The meeting adjourned at 7:59 p.m.