

DATE: Tuesday, February 17, 2026
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. December 16, 2025 Meeting Minutes](#)
- D. Public Input**
- E. Unfinished Business**
 - 1. Vacancies: New member introduction
 - 2. Snow Removal Updates [Carmen]
- F. Reports of City Officials and Staff and Reports of Working Groups**
 - 1. City Project Updates [Carmen]
 - [2. Bikeshare Working Group \[Bruce, Keenan, Sarthak\] - Review of Veo agreement recommendations](#)
 - 3. ADA Compliance Working Group [Sara, Nancy, Carmen]
 - 4. Public Outreach & Advocacy Working Group [Annie, Sue, Key]
 - 5. New Working Group
- G. New Business**
 - 1. Florida Ave: Wright to Hillcrest Project Update [Public Works]
 - 2. Sidewalk Accessibility Concerns & Goals [Annie]
- H. Announcements**
- I. Future Topics**
 - 1. Spending Remaining BPAC Budget

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>.

2. Bicyclist & Pedestrian Fatalities Discussion [Sara/County Coroner]
3. ADA Transition Plan Update
4. Overview of Materials Used for Roadway Repairs & Resurfacing [Public Works]
5. Battery/e-bike Safety & Public Education Discussion [UFD]

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:

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: Bicycle&PedestrianAdvisoryCommission@urbanail.gov. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all Commission members. 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@urbanail.gov



**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 – UNAPPROVED

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 20th.

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.

With regard to negotiating a new multi-year agreement between the City of Urbana and VEOride Inc. for operation of VEO equipment within city limits, the Urbana Bicycle and Pedestrian Advisory Committee offers the following recommendations:

1. That the Urbana City Council formally approve staff negotiations with VEOride for the development of this new agreement.
2. That the annual fee paid to the City of Urbana for VEO operations be a blanket fee (as is the case with the City of Champaign), rather than a per-unit fee.
3. That the maximum speed for VEO bikes deployed under this agreement be no greater than 15mph.
4. That in consultation with Public Safety staff in the City of Urbana, GPS-based restrictions be implemented for specific areas of high vehicle and pedestrian traffic (e.g., downtown Urbana, public school property and adjoining pavements, parking lots such as Lincoln Square and along Philo Road).
5. That there be clear messaging on each VEO unit, as well as on posters, and in other appropriate media providing information on reporting VEO units found to be impeding pedestrian or wheelchair traffic, parked on private property, or in other improper or hazardous locations.
6. That any substantial change in the equipment offered for rental by VEOride (e.g., multi-passenger vehicles, e-tricycles, etc.) be cleared in advance with City officials before deployment.
7. That City of Urbana representatives developing this new agreement work in close coordination with counterparts in the City of Champaign, for efficient progress and as much alignment as possible, to assure that operations and regulations in each city be easily understood by local clients and officials.