

**DATE:** Tuesday, December 16, 2025  
**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.](#) Meeting Minutes from October 21, 2025
  - [2.](#) Meeting Minutes from November 18, 2025
- D. Public Input**
- E. Unfinished Business**
  - 1. 2026 Meeting Schedule & Working Groups
  - 2. Snow Removal Announcements
- F. Reports of City Officials and Staff and Reports of Committees**
  - 1. Public Works Updates [Carmen]
  - 2. eBike/Bikeshare Working Group
- G. New Business**
  - 1. Update on Springfield Ave Resurfacing Project [Carmen]
  - 2. Snow Removal Issues & Responsibilities [Sara / Carmen]
  - 3. Sidewalk Accessibility Concerns & Goals [Annie]
- H. Announcements**
- I. Future Topics**
  - 1. ADA Transition Plan Update
  - 2. 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>.

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**

### **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](mailto: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](mailto:CityClerk@urbanail.gov)



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

**DATE:** Tuesday, October 21, 2025  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

**MINUTES – UNAPPROVED**

**Members Present:** Annie Adams, Carmen Franks, Qiushi Huang, Kevin Murphy, Sarthak Prasad, Sara Rand, Nancy Westcott, Susan Jones\*

\*Susan Jones entered the meeting at 7:01 pm

**Others Present:** presenters for New Business presentations (from MTD: Abby Kipping, Myra Stevens)

**Members Absent:** Bruce Michelson, Keenan Portis

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

Annie Adams called the meeting to order at 7:00 pm. Roll was taken. A quorum of members was present.

**B. Changes to the Agenda**

none

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

**1. August 2025 Meeting Minutes**

**2. September 2025 Meeting Minutes**

Kevin Murphy motioned to approve both sets of minutes together, Susan Jones seconded. Motion approved with a unanimous voice vote.

**D. Public Input**

none

**E. Unfinished Business**

**1. New Member Introductions**

Current BPAC members introduced themselves to the two newly appointed members. New members include Kevin “Kev” Murphy who is a representative of the Urbana School District and Sara Rand who is a pedestrian and public transit user.

**2. Vacancies: Youth member**

Carmen said that there are 2 applicants for the youth member vacancy, but neither live within the city limits. This has been vacant since October 2020 when the bylaws were amended to include a Youth Member. A discussion followed about changing the Bylaws to include students of Urbana School District 116 and also the possibility of having 2 youth members instead of 1.

Carmen Franks motioned to change the wording of the BPAC Bylaws Section 1B to read as “From time to time, the Mayor may appoint and City Council may approve the appointment of one (1) or

two (2) resident(s) of Urbana or non-resident student(s) at Urbana School District 116 to the Commission who has attained the age of 14 years, but who has not attained the age of 18 years...”; Sarthak Prasad seconded. Motion approved with a unanimous voice vote.

### 3. Vacancies: Chair & Vice Chair

There has been no BPAC Chairperson for several years. A Chairperson would need to be appointed by the Mayor. Carmen nominated Annie Adams. There was no opposition from commission members, so Carmen will discuss her suggestion with the Mayor.

If any member is interested in becoming the Vice Chairperson, they are to let Carmen know. This will be done at a future meeting.

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

Carmen Franks gave the following updates.

### 1. 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 City received an IDOT Local Projects Grant for about \$758,000, which makes the project fully funded now. Could still be pushed back to 2027 to align with the larger Florida Avenue roadway project.
- Bakers Lane Shared Use Path – Bidding for construction closed on September 18<sup>th</sup>. The low bid was about \$700,000 less than estimated. Feutz is starting construction this week. They intend to work through November, break for winter, then start again in April 2026. The Washington Street segment should be done in the summer of 2026, with all work completed by mid-August 2026 or possibly before.
- Perkins Road Shared Use Path – construction is mostly completed.

### 2. 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. The project will go out to bid this Friday (October 24<sup>th</sup>). The project is expected to be complete next year.
- Lincoln Avenue Corridor Study – no update since last month
- North Lincoln Avenue project from Wascher to Killarney – The SS4A grant is still under review by DOT. The concept plan is underway and the project should go out for bid in FY28.
- Florida Avenue project from Wright to Hillcrest – Intersection design details are getting reviewed by IDOT, specifically the Race and Vine Street intersections with Florida. After the review is done, the City would like to share the preliminary design with BPAC. A grant agreement is in discussion between us [the City] and IDOT. The project may be ready to present to BPAC in November.
- Illinois & Vine Street project – This is in the preliminary plan phase. The design may include lane reductions, turn lane changes, and crosswalk improvements.
- Traffic Signal Improvements – This is for updated audio devices and should be out for bid in early 2026.

### 3. Sidewalk Improvements FY25 – This is complete.

### 4. EQL Projects

- EQL Streetlights FY22 – This is complete. John [Zeman] has reached out to 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.

5. Grants update
  - Local Projects Grant from IDOT – This was mentioned in the Florida Avenue Shared Use Path update.
  - Safe Routes to School grant – The application was due last week. It was not submitted for an infrastructure grant for permanent flashing beacons and speed feedback signs on sidewalks in school zones. However, this can be put into the Capital Improvement Plan and hopefully be started next fiscal year.
6. E-Bike Working Group: Carmen said there have been multiple complaints about Veo. The City will model our process for moving bikes out of walkways after what the U of I does. Sarthak mentioned that to get a Veo bike removed that is causing an obstruction, you can email [hello@veoride.com](mailto:hello@veoride.com).

## G. New Business

### 1. Presentation on C-U Safe Routes to School Project's Outreach & Survey Work [MTD]

Abby and Myra from MTD presented on the outreach and survey work that has been done for the Safe Routes to School project. A grant application was turned in last week for an infrastructure grant opportunity. They will know around August 2026 if they are awarded the grant. MTD has been without funding from the IDOT Safe Routes to School Program since 2019.

To prepare for the grant application they did Risk Watch assemblies and surveying work. The Risk Watch assemblies were held at Urbana schools and walking & bike safety were talked about during these assemblies. Surveying work that was done included parent attitude surveys, travel tallies, and bike rack counts. For the parent attitude surveys there were 83 responses. Some findings were about 20% of students walk or bike to school and a large number of parents don't see walking or biking to school as a safe activity with one of the biggest barriers being safety of intersections and crossings.

### 2. Presentation on IL Legislation & Lobbying related to e-bikes vs. e-motos [Cynthia Hoyle]

Cynthia introduced herself stating that she is a transportation planner focused on walking, biking, and transit supportive development.

Some bills that were passed during the last legislative session are:

- The Micromobility Fire Safety Act that takes effect January 1, 2026. This act includes safety standards for batteries.
- Senate Bill 2285 changed the definition of a bicycle to include bikes with more than 2 wheels.
- Senate Bill 1559 requires IDOT traffic studies following any crash involving a pedestrian fatality that occurs at an intersection of a federal or municipal highway. This bill also requires IDOT to public solutions and best practices to avoid future tragedies.

Micromobility is a new way to move around. Some examples of micromobility are segways, bike share, and scooters.

There are 3 legal classes of low speed electric bikes and no e-bikes can legally go over 28 mph.

Cynthia went over some Illinois bike laws as follows:

- You must have a permanently affixed label stating the class of the e-bike.
- They cannot be operated on sidewalks.
- They are allowed on bike paths unless otherwise restricted by local authority.
- You must be 16 or older to operate a Class 3 e-bike
- No one should knowingly tamper or modify the speed capability of an e-bike.

There is a difference between e-bikes and e-motos. E-motos look like bikes but their motors are much bigger and can go up to 40 mph. These are not e-bikes, although they are sometimes marketed as such.

Some solutions that were listed for e-bikes and e-motos are:

- State legislation should pass a law that regulates e-bikes and e-motos that clearly distinguishes between the two and establish drivers license and insurance requirements.
- Regulate retailers and restrict them from advertising e-motos as e-bikes and include repercussions for those who don't comply.
- Better education which could include offering incentives to schools, developing curriculum and standards, and including device content.

### **3. Event Planning: Day of the Dead Bike Ride; “Repair & Ride” Event with UPD**

Annie Adams said that they are working with the Park District for the Repair & Ride event that will be held in April 2026. There are 3 Urbana police officers that know how to repair bikes. Another thing that could be part of this event is a bike rodeo with basic riding instructions.

The Day of the Dead Bike Ride is scheduled for November 1<sup>st</sup> at Chrystal Lake Park. There will be a bike rodeo, bike safety tips, and helmet fitting.

\*\*Nancy Westcott motioned to extend the meeting by 10 minutes, Kevin Murphy seconded. Motion approved with a unanimous voice vote.

## **H. Announcements**

Annie Adams announced that the Witch’s Ride will be on October 26<sup>th</sup> at 2 pm. They will be meeting at the Co-op parking lot, and the ride will be about 5 miles long.

Kevin Murphy announced that there are rolling applications for biking across the country with Illini 4000 for cancer research.

1. Walk Tails at Sola Gratia Farms on September 20<sup>th</sup> at 3 pm
2. Witch’s Ride – no date yet, but probably October 26<sup>th</sup>

## **I. Future Topics**

1. ADA Transition Plan Update
2. Spending BPAC Budget
3. Springfield Avenue in front of the Grainger Engineering Library

## **J. Adjournment**

The meeting adjourned at 9:07 pm.



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

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

**MINUTES – UNAPPROVED**

**Members Present:** Annie Adams, Carmen Franks, Qiushi Huang, Susan Jones, Bruce Michelson, Kevin Murphy, Keenan Portis, Nancy Westcott

**Others Present:** none

**Members Absent:** Sarthak Prasad, Sara Rand

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

Annie Adams called the meeting to order at 7:00 pm. 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**

none

**E. Unfinished Business**

**1. Vacancies: Youth Representatives**

**a. Update to bylaws**

Carmen stated that youth members don't need to be appointed by the Mayor. She also suggested that they be called youth "representatives" instead of "members" since they do not impact a quorum. Wording of the BPAC Bylaws Section 1B was proposed to have the following changes:

Non-Voting Member changed to Youth Representative

Re-word the ages to be "between the ages of 14 and 18 years old"

Change "Mayoral appointment" to "by vote of the Commission"

Bruce Michelson motioned to approve the above changes to Section 1B of the BPAC Bylaws, Susan Jones seconded. Motion approved with a unanimous voice vote.

**b. Vote to elect Gisselle Juarez-Alquicira & Tim Friedman**

Carmen Franks motioned to approved Gisselle Juarez-Alquicira & Tim Friedman as BPAC Youth Representatives, Bruce seconded. Motion approved with a unanimous voice vote.

**2. Vacancies: Vice Chair**

**a. Vote to elect Bruce Michelson**

Carmen Franks motioned to elect Bruce Michelson as BPAC's vice chairperson, Nancy Westcott seconded. Motion approved with a unanimous voice vote.

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

### 1. eBike/Bikeshare Working Group

Bruce Michelson said that this working group is to the point that they need to know what is worked out by the City of Champaign and the U of I to be able to come up with any recommendations that would align with what they are doing. They are waiting on Sarthak for information that he can give regarding the U of I. Carmen has information from the City of Champaign. The next step is for the working group to meet later this week or next week.

Carmen said that the City of Urbana will step in to remove any Veo's that are considered an immediate hazard, such as one in the roadway. If it's not an immediate hazard, the public is asked to email [hello@veoride.com](mailto:hello@veoride.com) or call the phone number on the bike to have the bike removed from where it is.

### 2. Carmen Franks gave the following updates

#### a. Shared Use Path projects

- Florida Avenue Shared Use Path – no change from last month
- Bakers Lane Shared Use Path – Construction started on October 20<sup>th</sup>. Feutz will work through November, break for winter, & return in April 2026 to complete the work. The mid-block crossing on Main Street has been partially built.
- Perkins Road Shared Use Path – construction is mostly completed.

#### 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. The project went out to bid on October 24<sup>th</sup>. The lowest bid was A&R. The project is expected to be complete next year
- Lincoln Avenue Corridor Study – no update since last month
- North Lincoln Avenue project from Wascher to Killarney – The SS4A grant is still under review by Federal DOT. Public outreach phase and the concept plan are underway. Expected to bid the complete streets demonstration in early 2026 and complete the demonstration in the summer of 2026. The project is to go out to bid in 2028.
- Florida Avenue project from Wright to Hillcrest – Intersection design details are getting reviewed by IDOT. After the review is done, the City would like to share the preliminary design with BPAC.
- Illinois & Vine Street project – Phase I design is almost complete. The project includes lane reductions, turn lane changes, and crosswalk improvements.
- Traffic Signal Improvements – This is for updated audio devices. Letting [putting out to bid] is expected in January 2026.

#### c. Sidewalk Improvement projects

- Sidewalk Improvements FY25 – This is complete.
- Sidewalk Improvements TIF 4 – This project will be repairs to existing sidewalks on the west side of Cunningham from Kerr to Country Club Road. Bids were opened on October 24<sup>th</sup> and the project was awarded to Feutz. This project is to be completed in 2026

#### d. EQL Projects

- EQL Streetlights FY22 – This is complete. John [Zeman] has reached out to 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. Letting is expected to be done in early 2026.
- e. Grants update – no updates since last month

## G. New Business

### 1. Snow Removal: Public Announcement & Encouraging Shoveling

Carmen said that the City did not want to change the language of the Snow Removal Announcement that was brought up earlier in the year. Bruce said that he could work up a separate PSA before the next meeting to summarize the points they would like to get to the public.

### 2. 2026 Meeting Schedule

- a. Working Groups: eBike/Bikeshare, ADA Compliance, Events Planning?
- b. Working Group Meetings: Every other month?
- c. 3<sup>rd</sup> Tuesday?

Carmen suggested that once working groups were agreed on, that each member be a part of one. There can only be 3 members of BPAC to each working group. Carmen & Sara could do the ADA compliance working group because of their interest in the subject. Annie said that she would be part of an Events Planning working group. There is already an eBike/Bikeshare working group in place.

There was a discussion of when and how often working groups would meet, with the possibility of them meeting every other month and BPAC meeting every other month on the opposite month. A decision could not be made, so members were asked to think about it and they will re-visit options at the next meeting.

### 3. Presentation on SB2111: the new Illinois transit reform and funding bill [Annie]

Annie Adams presented on Senate Bill 2111 and the impact on the City of Urbana walking, biking, & transit systems. This bill will have Illinois dealing with all forms of transportation as being interconnected and outlines a new approach to public transportation. It's not a maintenance bill, it's a systems-building bill. The bill treats mobility as an essential infrastructure and includes new regulations designed to spark development near transit stops.

## H. Announcements

Keenan Portis thanked BPAC for supporting the King Park grant application. He also mentioned that they [Urbana Park District] applied for a tourism grant.

Annie Adams said that the Day of the Dead celebration was successful. She also announced that there will be an Immersion Festival [Downtown Urbana Winter Lights] in downtown Urbana on December 13<sup>th</sup> from 6 pm – 9 pm.

Carmen Franks reminded the committee that there is still one vacancy for BPAC.

## I. Future Topics

1. ADA Transition Plan Update
2. Spending remaining BPAC Budget

3. Update on Florida Ave Roadway Project [Public Works]
4. Update on Springfield Ave Resurfacing Project [Public Works]
5. Overview of materials used by Urbana for road repairs & resurfacing [Public Works]
6. Battery/e-bike safety & public education discussion [UFD]
7. Bicyclist & pedestrian fatalities discussion [Sara/County Coroner Office]

**J. Adjournment**

The meeting adjourned at 8:33 pm.