



CITY OF URBANA BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING

DATE: Tuesday, August 18, 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. July 2026 Meeting Minutes

D. Public Input

E. Unfinished Business

1. BPAC Spending: \$1,722.50 for Light the Night lights; Sponsorship of Bike to Work Day

F. Reports of City Officials and Staff and Reports of Working Groups

1. City Project Updates
2. Bikeshare Working Group
3. ADA Compliance Working Group
4. Public Outreach & Advocacy Working Group

G. New Business

1. Sola Gratia Presentation
2. C-U Active Transportation Plan Update

H. Announcements

I. Future Topics

1. Bicyclist & pedestrian fatalities discussion [Sara/County Coroner]
2. Update on Florida Ave Roadway project [Carmen]
3. Overview of the materials used for road repairs & resurfacing [PW]

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>.

4. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT
5. Battery/e-bike safety & public education discussion [UFD]
6. Bike Safety Initiative by the State
7. Police presentation on their strategic safety plan [UPD]
8. Safe Routes to School: Snow Angels & Physical Routing
9. Presentation from MTD about how they operate during snow situations

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, July 21, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES – UNAPPROVED

Members Present: Annie Adams, Nicholas Anand, Carmen Franks, Qiushi Huang, Susan Jones, Bruce Michelson, Sarthak Prasad, Nancy Westcott, Tim Friedman

Others Present: member of the public

Members Absent: Kevin Murphy, Sara Rand, Gisselle Juarez-Alquicira

A. Call to Order and Roll Call

Annie Adams called the meeting to order at 7:05 pm. Roll was taken. A quorum of members was present.

B. Changes to the Agenda

Carmen Franks motioned to move Wayfinding Needs, #3 in New Business, to Future Topics, Bruce Michelson seconded. Motion approved with a unanimous voice vote.

C. Approval of Minutes of Previous Meeting

1. April 2026 Meeting Minutes

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

2. May 2026 Meeting Minutes

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

3. June 2026 Meeting Minutes

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

D. Public Input

none

E. Unfinished Business

1. Ordinance Update & Resolution for MTD Rep

Carmen Franks read through the proposed updated ordinance amending Chapter 23 Article 11 subsection 23-147(a), Regulations for Bicycles. This is requesting to amend the City Code to include MTD as an organization with a representative on BPAC nominated by the organization.

Bruce Michelson read through the resolution that will be sent to City Council. There was a brief discussion resulting in changing some abbreviations throughout the resolution.

Bruce Michelson motioned to approve the resolution as amended, Carmen Franks seconded. Motion approved with a unanimous voice vote.

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

1. City Project Updates

Carmen Franks gave updates on the following City projects.

- a. Shared Use Path projects
 - Florida Avenue Shared Use Path
 - Bakers Lane Shared Use Path
- b. Roadway projects
 - Country Club Road & Perkins Road
 - Lincoln Avenue Corridor Study
 - North Lincoln Avenue project from Wascher to Killarney
 - Springfield Avenue resurfacing project
 - Florida Avenue project from Wright to Hillcrest
 - Illinois & Vine Street project
 - Traffic Signal Improvements
- c. Sidewalk Improvement projects
 - TIF 4 Sidewalk Improvements
 - The City is still developing a plan for maintenance on streetscape bricks downtown.
 - CDBG Sidewalk project
- d. EQL Projects
 - EQL FY25 Program – sidewalks, streetlights, and traffic calming

2. Bikeshare Working Group

Carmen said that the City Planner is working on revising the code that is related to the bike share program. He has also reached out to the Veo contact but hasn't received a response.

3. ADA Compliance Working Group

Carmen said that the City is still planning to move forward with an agreement with RPC for them to do the work of updating the City's ADA Transition Plan.

The City has made some updates to the tracking of ADA grievances that they've received.

There is now an ADA compliance snow removal group that is meeting regarding snow removal on sidewalks.

4. Public Outreach & Advocacy Working Group

Tim brought up discussing going to the Farmer's Market. It was decided that this will be a working group discussion first before bringing it to BPAC.

G. New Business

1. Snow Removal: Shovel My Walk signage

Annie showed a sign that she found in Wisconsin that can be put on a porch that states that the person living there is in need of a Snow Angel that could assist with clearing their snow. Right now, it is a website through Safe Routes to School that you add your address to if you need assistance.

After a brief discussion, Annie is going to reach out to Safe Routes to School to see if they would be interested in this idea.

2. BPAC Spending: approx. \$1,725 to MTD for Light the Night

Carmen said that the planning is underway for Bike Month and they will be asked to sponsor the Light the Night event in September.

3. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT

During Changes to the Agenda this was moved to Future Topics.

4. Large Vehicle Impacts on Peds/Bicyclists

Annie presented on the deadly rise of giant trucks and SUVs. With smaller vehicles a hit would roll you onto the car; with larger vehicles you get sucked under and run over.

The Urbana Police Department has a new strategic safety plan that is a comprehensive data-driven approach to reduce crashes, injuries, & fatalities through education, community partnerships, engineering collaborations, & highly visible traffic enforcement.

H. Announcements

Sarthak Prasad had the following announcements:

Bike to Work Day is September 16th from 7 am – 10 am; the rain date is September 17th

Light the Night is September 22nd from 4 pm – 7 pm; the rain date is September 23rd

The U of I is in the process of moving all bicycles left behind from the Spring Semester

U of I move in is the week of August 16th

Bruce Michelson expressed his concern about going into the academic year without a contract with Veo.

Susan Jones announced that Parkland classes begin on August 17th

Tim Friedman announced that Urbana High School begins on August 18th

Annie Adams volunteered at the CU triathlon, which was in Champaign.

I. Future Topics

1. Bicyclist & pedestrian fatalities discussion? [Sara/County Coroner Office]

2. Update on Florida Ave Roadway project [Carmen]

3. Overview of the materials used for road repairs & resurfacing [PW]

4. Battery/e-bike safety & public education discussion [UFD]

5. Bike Safety Initiative by the State

6. Collaboration with Sola Gratia

7. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT – this was moved to Future Topics from New Business during Changes to the Agenda

8. See if Police have time to present to BPAC

9. Safe Routes to School about Snow Angels

10. Safe Routes to School about physical routing

11. Update & revisit Veo contract situation

12. Presentation from MTD about how they operate during snow situations

J. Adjournment

The meeting adjourned at 8:49 pm.



Planet Bike, LLC
2402 Vondron Rd
Madison, WI 53718

Invoice

DATE	INVOICE #
7/17/2026	26S-5380C
TERMS	CUSTOMER PO
Prepaid	email Abby 7/10
Due Date	SHIP VIA
7/17/2026	

BILL TO
City of Urbana

SHIP TO
Attn: Abby Kipping Champaign-Urbana Mass Transit District 1101 East University Ave. Urbana, IL 61802

Item	Description	Qty	Rate	Amt
3088	Button Blinky Safety Set	250	\$6.75	\$1,687.50
Total Quantity:		250	SUBTOTAL	\$1,687.50
			SHIPPING	\$35.00
			TAX	\$0.00
			TOTAL	\$1,722.50
			PAYMENTS	\$0.00
			BALANCE	\$1,722.50

Tracking Information:

Notes: will ship when next shipment of lights arrives end of July
Total of 1000 lights (3088) plus \$140 shipping cost (total \$68.90)
invoice will be split evenly 4 ways among 4 organizations - each organization will owe \$1722.50 - 250 lights (\$1687.50)
plus \$35 shipping --- Customer PO: email Abby 7/10



Champaign County Bike to Work Day 2026 and Bike Month 2027 Annual Sponsorship Opportunities

July 2026

Biking & Walking should be safe and accessible for everyone!

Dear Business Partner, Community Service Organization, or Not for Profit:

Since 2021, Champaign County hosts a split format of bicycle celebrations, hosting Bike to Work Day and Light the Night in September, as well as celebrating the traditional National Bike Month in May. This split format has set new annual records since then for participation and outreach in promoting sustainable and active transportation and recreation in our community. Building on the past five years of success, we want to keep the momentum going with the fall/spring split of our signature events again in 2026-2027.

Sponsorship support works throughout the academic year in developing safer cyclists thanks to these collective "Bike Month" events like: 16 Bike to Work Day Welcome Stations across the County with over 1,000 registrants; the distribution of 1,000 Light the Night bike light sets; bicycle safety education at summer camps; Bike to School and Walk and Roll to School Days; Urbana Market at the Square bike information table in the Fall and Spring; outreach at Earth Day events that led to the 2nd annual Bike for Earth Day in 2026; and several community bicycle rides such as the Full Moon Ride.

We gave away over 1,300 T-shirts at our events this past year and over 16,000 in the past decade plus. The shirts are popular and seen regularly about town. Past support has allowed this success. **As a sponsor, you would join other businesses, non-profits, and agencies in being recognized for its support of the educational marketing of community-building Bike Month events.** Importantly, this year, your support will be leveraged to help Safe Routes to School programming as new sources of funding are sought to replace the loss of Illinois Department of Transportation (IDOT) funding which was not granted locally in the most recent cycle.



Champaign County Bike Month 2025 T-shirt front and back

Bicycling is universally recognized for promoting both physical and mental health, sustainability, equity, independence, and fun. Your continued support is needed and reflects your commitment to these values. “Bike Month” events are collaborative efforts of local governments and organizations listed on the next page. The Champaign County Regional Planning Commission (CCRPC) began serving as the fundraising arm of this group in 2024 and handles the Bike Month Fund sponsorships.

The “**Sponsorship Levels and Recognition**” table below shows how you can support these events over the next year. If you have a preferred benefit level, you can complete the short survey located at <https://forms.gle/VokxCBaUexH3N1gMA> or read on for contact information. Because many businesses and organizations face financial constraints, we hope that new agencies and groups will contribute what they can.

Sponsorship funds are leveraged with contributions from event participants that support various activities related to bicycling such as youth participation and educational outreach, and local bicycle training. We thank you for your ongoing support in making Champaign County the most bike-friendly county in the state. More information on various events, anticipated attendance, project goals of the 2026-27 Bike Month participant fundraising, and planning team members are listed below. With your help, we look forward to continued growth of active transportation in a thriving community.

Bike Month 2026-27 Suggested Sponsorship Levels and Recognition

Level	Donation	Back of T-shirt Logo Placement	Website Recognition
Diamond*	\$5,000	Contributors will be listed vertically, with the largest sponsors on top. The names/logos are largest at the top and decrease in size for each donation level. We ask for some grace as logos are challenging to evenly size, and the T-shirt designer seeks to make the back of the shirt be as aesthetically pleasing as the front.	X
Platinum*	\$2,500		X
Gold	\$1,500		X
Silver	\$750		X
Bronze	\$350	* Diamond and Platinum level sponsors will be recognized by name early and often during announcements, presentations, and where appropriate during media events and interviews.	X
Friend of Bike Month	\$100	N/A	X
Gifts-in-Kind		If the value exceeds \$350, we will add you to the shirt.	X
Bike Month Partner Agencies		Appear together at the bottom.	X

For questions or to be a sponsor of Bike Month 2026-27 events, please contact Gabe Lewis of CCRPC at glewis@ccrpc.org.

Sponsors are asked to please send the following information to Gabe Lewis at CCRPC:

1. The contact person for your organization, and their contact info.
2. The dollar amount your organization will provide for Bike to Work Day 2026/Bike Month 2027.
3. A check for this amount, made out to: **Champaign County Regional Planning Commission, 1776 E. Washington St., Urbana, IL 61802**
 - a. Memo Line: **Bike Month**
4. A vector file (.ai or .png) of your current logo.

Social media, calendars, news releases, and other means are used to raise awareness of Bike Month and point people to our website/registration site: www.CUBikeMonth.org

On behalf of the Bike Month Planning Team, we thank you for your past support and hope you can help once again.

With gratitude,

Gabe Lewis
Champaign County Regional Planning Commission
1776 E. Washington St.
Urbana, IL 61802
glewis@ccrpc.org
217-819-4102

Champaign County Bike Month 2026-27 Planning Team

Representative	Agency
Gabe Lewis	Champaign County Regional Planning Commission
Sarthak Prasad	University of Illinois
Abby Kipping	C-U Safe Routes to School Project
Abby Kipping/Qiushi Huang	Champaign-Urbana Mass Transit District
Cynthia Hoyle	Ride Illinois
Jeff Yockey	Champaign County Bikes/Trails of the Grand Prairie
Jake Benjamin	Campus Bike Center
Lily Wilcock/Dan Saphiere	City of Champaign
Evan Alvarez	City of Urbana
Ellen Hedrick/Austin Shufflebarger	Village of Mahomet
Ian Hall	Village of Savoy

Enclosures: Planned Events, 2026-27 Fundraising Projects

Proposed Events
Website & Calendar: www.CUBikeMonth.org

Champaign County Bike to Work Day, Bike Week, and related Fall 2026 Events

Wednesday, September 16 – 2026 Bike to Work Day** (7:00-10:00am) (Rain Date: Thursday, Sept. 17)

Tuesday, September 22 – Light the Night bike light giveaway (4:00-7:00pm) (Rain Date: Wednesday, Sept. 23)

Friday, September 18 – PARKing Day

Tuesday, September 22 – World Car-Free Day

Wednesday, October 7 – Walk ‘n’ Roll to School Day

Monthly from May through September – Full Moon Rides (community-oriented rides to Sidney—weather permitting); approximately 20-100 participants

Selected August & September Saturdays – Champaign County Bikes (CCB)/Trails of the Grand Prairie (TGP) presence at Urbana’s Market at the Square; other partner venues as requested

National Bike Month 2027

May 5 – K-12 Bike to School Day – 7:30am-9am

May Saturdays – Bike to Market – Urbana’s Market at the Square – 7am-12pm; about 50 interactions per week

May 9 – Mother’s Day Ride

May 20 – Ride of Silence – 7pm-9pm; 20-45 participants

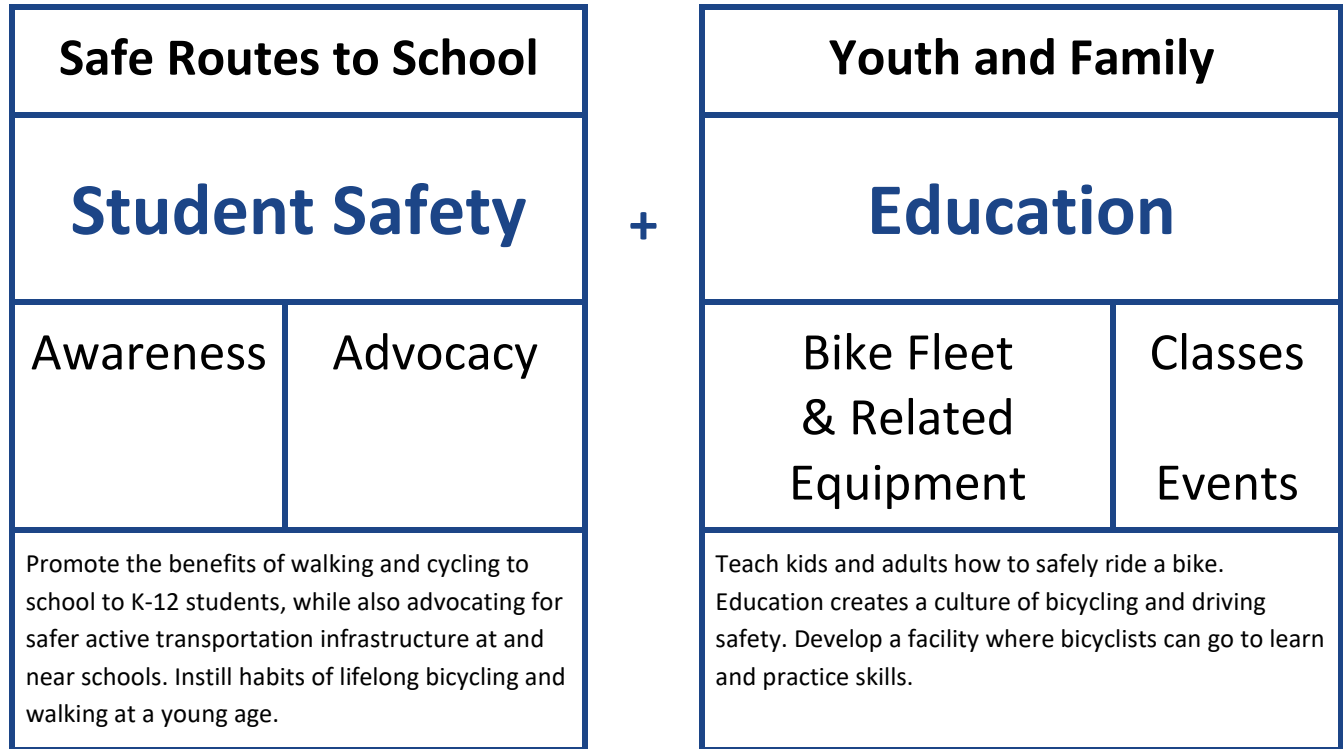
May or June TBD – Traffic Skills 101 Bike Safety Class

**Bike to Work Day has been our signature event involving an estimated 1,000+ cyclists and volunteers annually. In past years, 20% of all cyclists visiting our Welcome Stations were first-time bike commuters. Throughout the year and particularly the months of September 2026 and May 2027 (National Bike Month) we will encourage Champaign County citizens to get out and ride their bikes for fun and experience some of the other side benefits bicycling offers as well. Our calendar listing at www.CUBikeMonth.org will be updated with the many bike events planned for September 2026 and May 2027 as details are finalized. You are welcome to send us any bike related events that you would like the public to be aware of by emailing Gabe Lewis at glewis@ccrpc.org.

2026-27 Fundraising Projects: Safe Routes to School Education

We will ask our Bike Month event participants to give generously to these projects, with a \$25 gift being the target amount, and larger gifts being encouraged. Kids participating in our Bike to School Day event in May will be given a free Bike Month T-shirt. **Our aim is that for every \$1.00 you contribute to Bike Month 2026-27 as a sponsor, \$2.00 will be raised for our Student Safety and Education Fund from the cyclists you are helping to encourage. Your encouragement will build capacity that encourages others! Of particular concern is the loss of IDOT funding for the C-U Safe Routes to School Project. To help maintain the program while new sources of funding are being sought, fundraising will focus on general bicycle education and student safety programs.**

2026-27 Bike Month participants are supporting these key causes:



Encouragement events, like the ones planned, play a huge role in getting more people out on bikes. We continue to believe that it is appropriate to ask cyclists who are benefitting from the work and encouragement of city officials, advocates, and our Bike Month sponsors to join us in investing in the future of bicycling in our community. In years past, participant donations have helped to:

- Kickstart the Kickapoo Rail Trail;
- Obtain an educational bike fleet for youth;
- Financed development of 2 donated trailers to make our bike safety courses more accessible.

Since 2016 we have used our bike fleet to teach hundreds of children basic bike safety and handling skills, and some even to ride a bike! **Your help in promoting our bike events through items like T-shirts and programming publicity gets more people out on bikes safely and encourages further generosity among our area cyclists.**

The Bike Month budget for 2026-27 is \$15,000 with a goal of reaching over 2,000 cyclists through the year. The Bike Month budget will cover purchase of the Bike Month T-shirts, promotion and education materials, and other event expenses.



Bike trailer with youth (above) and new drivers (below).



Helmet safety demo (above); Earth Day (below).





Champaign County Bike to Work Day 2026 and National Bike Month 2027 Sponsorship Opportunity

Support bicycling in Champaign County by becoming a sponsor on our popular t-shirts! Since 2010, we've given away more than 16,000 shirts at our annual Bike to Work, School, and Market events. Bicycling is universally recognized for promoting both physical and mental health, sustainability, equity, independence, and fun. Your support is needed, and it reflects your commitment to these values.



Sponsorship helps support work through the year developing safer bicyclists with bicycle safety education at summer camps, Walk 'n' Roll to School Day in October, Urbana Market at the Square in the Fall and Spring, Bike for Earth Day in April, and community bike rides such as the Full Moon Ride.

Logo placement sponsorship levels begin at \$350 (Bronze) to \$5,000 (Diamond). Bike to Work Day and other events are a collaborative effort of local governments and organizations. To be a Bike Month sponsor, complete the survey at <https://forms.gle/VokxCBaUexH3N1gMA> or scan the QR code.



Sponsors should mail a check to the **Champaign County Regional Planning Commission (CCRPC) at 1776 E. Washington St., Urbana, IL 61802 (Memo: Bike Month)**, who serves as the fundraising arm for the Bike Month Planning Team.

For more information, please see the full sponsorship request letter, or contact CCRPC's Gabe Lewis at glewis@ccrpc.org or 217-819-4102.