

**DATE:** Tuesday, February 18, 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. November 2024 Meeting Minutes](#)
  - [2. December 2024 Meeting Minutes](#)
- D. Public Input**
- E. Unfinished Business**
- F. Reports of City Officials and Staff and Reports of Committees**
- G. New Business**
  - 1. Snow Shoveling Announcements (Nancy/Public Works)
  - 2. eBike Policy & Contract Updates
- 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://urbanaillinois.us/upty>

## **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@urbanaillinois.us](mailto:citycouncil@urbanaillinois.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](mailto:CityClerk@urbanaininois.us)



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

**DATE:** Tuesday, November 19, 2024  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

**MINUTES - UNAPPROVED**

**Members Present:** Annie Adams (arrived at 7:01 p.m.), Susan Jones, Qiushi Huang, Audrey Ishii, Bruce Michelson, Nancy Westcott

**Others Present:** Marcus Ricci (City of Urbana Community Development Department)

**Members Absent:** Tommy Griscom, Keenan Portis, Sarthak Prasad, Carmen Franks

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

Audrey Ishii called the meeting to order at 7:00 p.m. Roll was taken.

*\*Annie Adams arrived to the meeting at 7:01 p.m. at the end of roll call.*

With Annie's arrival, a quorum of members was present.

**B. Changes to the Agenda**

None

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

**1. September 17, 2024 Meeting Minutes**

**2. October 15, 2024 Meeting Minutes**

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

**D. Public Input and Commissioner Communications**

Annie Adams thanked Audrey Ishii for going to the Plan Commission meetings and for her advocacy on walkability.

Qiushi Huang brought up a concern regarding UI students and the need for them to know to use bike lights and the need for more safety awareness for those riding bikes.

**E. Unfinished Business**

**1. Annual Report for Calendar Year 2024**

Audrey Ishii presented the Annual Report that is to be presented at a future City Council meeting.

After the presentation, there was a discussion on points to change and/or clarify with the report. Those points included explaining how the #'s were calculated, changing the fatality #'s to the victims' names, pointing out that Urbana has more bikers and walkers than Champaign.

With those changes in mind, Bruce Michelson motioned to approve the BPAC 2024 Annual Report. Nancy Westcott seconded. Motion approved with a unanimous vote.

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

In Carmen Franks' absence, Marcus Ricci gave the following updates on City projects.

1. EQL Sidewalks – all FY22 sidewalk locations have been constructed
2. EQL Street Lights – the contract has been awarded to Champaign Signal & Lighting. This includes all EQL locations except for Florida Avenue.
3. ITEP Florida Avenue Shared Use Path – preliminary design was presented at BPAC's October 15<sup>th</sup> meeting
4. ITEP Bakers Lane Shared Use Path - preliminary design will be presented at BPAC's December 17<sup>th</sup> meeting. Residents and property owners will be invited to this meeting as well.
5. North Lincoln Avenue road diet from Wascher to Killarney – design is underway
6. Lincoln Avenue corridor study – recommendations were presented to City Council on November 12<sup>th</sup> and the public comment period is open until January 3<sup>rd</sup>, 2025.

#### **G. New Business**

##### **1. BPAC Meeting Calendar 2025**

Bruce Michelson motioned to approve the BPAC Meeting Calendar for 2025, Annie Adams seconded. Motion approved with a unanimous vote.

##### **2. Elect BPAC Vice-Chair**

Audrey mentioned that this should be the “acting” Vice-Chair, instead of Vice-Chair.

Annie Adams was nominated by Audrey Ishii, seconded by Susan Jones. Motion approved with a unanimous vote. Annie excepted the nomination.

##### **3. Long Range Transportation Plan (LRTP) 2050, Deadline for comments: Nov. 22, 2024**

At the November 12<sup>th</sup> Committee of the Whole meeting, the LRTP 2050 presentation was given by RPC. The presentation was watched by BPAC. There have been three Public Outreach phases; the third of which we are in currently. Audrey shared a link with committee members for the LRTP report to be able to look at it in its entirety.

#### **H. Announcements**

none

#### **I. Future Topics**

- a. Bruce Michelson would like to discuss the lack of a “No Turn on Red” restriction at the corner of Main and Vine going eastbound
- b. Susan Jones mentioned getting UI students bike lights in response to Qiushi's earlier concern during Commissioner Communications. Audrey suggested talking with Sarthak about this.

#### **J. Adjournment**

The meeting adjourned at 8:28 p.m.



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

**DATE:** Tuesday, December 17, 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, Sarthak Prasad, Nancy Westcott, John Zeman (proxy for Carmen Franks)

**Others Present:** Ryan Franks and members of the public

**Members Absent:** Audrey Ishii, Keenan Portis, Carmen Franks

**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**

none

**D. Public Input and Commissioner Communications**

A resident of the Scottswood subdivision brought up concerns regarding a “road” that will be built. Her concerns included the removal of trees, proximity to the backyards, and losing privacy. It was clarified that this is not a road that is being built, it is a Shared Use path which is not for vehicles.

Susan Jones mentioned that the Santa Rampage was fun.

Annie Adams asked about the speed limits that were discussed at the Traffic Commission meeting in which Audrey & Nancy attended. John said that he will be taking an ordinance to Council regarding those speed limits that were brought to the attention during that meeting.

**E. Unfinished Business**

**1. E-Bike Battery Safety Discussion – Ryan Franks**

Ryan introduced himself and stated that he works in the field of lithium-ion battery safety. Ryan’s presentation included how E-Bikes can produce fires. There is not great data right now, but the best statistics that are out there come from New York. Ryan shared that the causes of these fires include improper charging, DIY efforts to rebuild or replace batteries, water damage, and uncertified bikes and batteries.

Ryan shared that best practices regarding E-Bike safety include education, to use devices that are certified, charge in a proper place, use proper chargers, avoid damaged equipment, and avoid DIY efforts for repairs. He also said that Firefighter training on how to handle lithium-ion batteries is a good recommendation for the City of Urbana.

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

### **1. Bakers Lane Shared-Use Path, Preliminary Plan Presentation – John Zeman**

John stated that the Bakers Lane Shared-Use Path is funded by an ITEP grant from the State of Illinois and that this project is in partnership with the Urbana Park District and the Urbana School District. John explained that a shared-use path is intended for pedestrians and bicyclists, not vehicle traffic. The shared-use path will be replacing the existing sidewalk on Washington Street. The final plans are expected to be completed in March.

John went through the preliminary design. During his presentation, many questions were asked and addressed with concerns of disrupting wildlife, removing trees, wetlands, types of lighting, and the effect on the adjacent neighborhood. John took notes of the concerns and will be bringing them to the designers' attention.

## **G. New Business**

### **1. Equity and Quality of Life (EQL) FY25 Program – John Zeman**

The EQL Program is to improve the quality of life in lower income neighborhoods and in neighborhoods with higher crime rates. City Council has allocated \$1 million for a second EQL program. When a project is selected, it needs to go through City Administration, then letters go out to the neighborhood, then the project is brought to BPAC to get feedback, and finally it goes to City Council for support.

The Community Development Grants Division has conducted a Community Needs survey. The results of the survey indicated the top concerns to be sidewalk & pedestrian facilities, neighborhood lighting, and speeding traffic. From the survey and crime statistics provided by the Police Department, the recommendation is to focus on pedestrian facilities and streetlights in the Silverwood neighborhood. In particular, filling in gaps between current lighting and adding sidewalks. There is also opportunity for some traffic calming, such as tubular markers, in the area.

Bruce Michelson motioned that the committee (BPAC) endorse the Equity and Quality of Life initiative proposed by John Zeman, Susan Jones seconded. Motion passed with a unanimous vote.

## **H. Announcements**

none

## **I. Future Topics**

- a. Bruce Michelson mentioned the “No Turn on Red” from the November BPAC meeting (this was regarding the absence of a “No Turn on Red” at the corner of Main and Vine going eastbound)
- b. Discussion on E-Bike Agreements was brought up by John Zeman

## **J. Adjournment**

The meeting adjourned at 8:59 p.m.