

Bicycle and Pedestrian Advisory Commission (BPAC)
Meeting Minutes

Date: Tuesday, June 20, 2017

Time: 7:00 p.m.

Place: Council Chambers, City of Urbana, 400 South Vine Street, Urbana, IL

Members Present: Cynthia Hoyle, Annie Adams, Brad Bennett (proxy for Craig Shonkwiler), Kara Dudek, Audrey Ishii , Susan Jones, Jeff Marino, Nancy Westcott and Lily Wilcock

Staff Present: Kevin Garcia

Members Absent: Leonardo Covis

Others Present: Bill Brown

1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Cynthia Hoyle called the meeting to order at 7:00 p.m. Roll call was taken. It was noted that a quorum of members was present.

Chair Hoyle introduced a new commission member, Nancy Westcott, along with current Staff and Commissioner introductions.

2. APPROVAL OF AGENDA

Susan Jones moved to approve the meeting agenda as amended adding the BPAC Survey to Unfinished Business. Brad Bennett seconded the motion. The motion was approved unanimously by a voice vote.

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brad Bennett moved to approve the meeting minutes. Jeff Marino seconded the motion. The motion was approved by a voice vote.

4. PUBLIC INPUT

There was no public input.

5. UNFINISHED BUSINESS

a) Urbana Pedestrian Master Plan Update – Brad Bennett

Brad Bennett gave an update to the Commission on the Urbana Pedestrian Master Plan. He stated that the Champaign County Regional Planning Commission (RPC) has continued the

process of collecting data and would be doing an analysis of existing conditions through the summer months. Additionally, the RPC met with PACE, Inc. and discussed challenges experienced by their clients and how it could be resolved. Finally, the Commission requested that they review the existing conditions report once it was available.

b) Concrete Sidewalk Repair Project Update – Brad Bennett

Brad Bennett updated the Commission on the Concrete Sidewalk Repair Project stating that A&R Mechanical Contractors, Inc. was the low bid at \$77,000. He also stated that the main focus of the project would be sidewalk ramp replacement and would be expected to start on June 20 with an estimated completion of 3-5 weeks. He informed the Commission that all sidewalk repairs or replacement and citizen complaints regarding sidewalks were tracked and documented. Brad Bennett also stated that for any other requests or complaints related to the sidewalk infrastructure could be made by email to him or by contacting the Urbana Public Works office.

c) Brick Sidewalk Repair Project Update – Brad Bennett

Brad Bennett stated that the Brick Sidewalk Repair Project would be completed in one to two weeks. The project as of now would be spot patching, but he may adjust future projects to replace longer sections of brick sidewalk. The Commission was also informed that Brad's presentation on the project at the May 2017 BPAC meeting contained information on the locations of the sidewalk repairs.

d) BPAC Survey

The Commission discussed the completion of the BPAC survey and the next steps on how to launch it to the community. They have two \$25 gift certificates from Heel-to-Toe and Urbana Park District pool passes for drawing for those who participate in the survey. An update will be given at the next meeting.

6. NEW BUSINESS

a) Bike-to-Work/School Day Information – Leonardo Covis

Leonardo Covis was not in attendance for the meeting. The topic was tabled for future discussion.

b) Earn-A-Bike Program – Cynthia Hoyle

Chair Cynthia Hoyle presented on the Earn-A-Bike Program and stated that flyers and enrollment forms for the program were available online. She stated that the program would be in collaboration with the Don Moyer Boys and Girls Club and would be held on July 11, July 12 and July 13. The program would be available to low-income and high school age participants ranging in age from 12-18 years old. She also stated that participants would earn-a-bike by completing a bike maintenance and safety class. Chair

Hoyle also stated that they are in the process of transporting the bicycles to the location; however they are in need of volunteers with bicycle maintenance expertise for the event. In addition, Chair Hoyle added that helmets are being donated, but they are looking into ways to purchase better bicycle locks. She stated there would also be an opportunity to donate to the program through a pledge form located on the [C-U Bike Month 2017](#) website..

7. ANNOUNCEMENTS

- Annie Adams read a letter she had drafted to the Illinois Department of Transportation regarding the proposed safety improvements for University Avenue

8. FUTURE TOPICS

- Bike-to-Work/School Day Information
- University Avenue Safety Improvements
- Area wide bike registration
- Lost Bike Report
- Speed reduction for City Streets

9. ADJOURNMENT

The meeting adjourned at 8:13 p.m.

Respectfully submitted,
Leslie Cross
Recording Secretary