

Bicycle and Pedestrian Advisory Commission (BPAC)***Meeting Minutes via Zoom*****Date:** Tuesday, March 15, 2022**Time:** 7:00 p.m.**Place:** City Council Chambers, 400 South Vine Street, Urbana, IL 61801**Members Present:** Bill Brown, Annie Adams, Kara Dudek, Cynthia Hoyle, Audrey Ishii, Susan Jones, Jeff Marino, Sarthak Prasad, Nancy Westcott, John Zeman**Late Arrival:****Staff Present:****Others Present:** Lorri Brooks**Members Absent:** Bruce Michelson**1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM****2. ADDITIONS TO AGENDA**

There were no additions to the agenda.

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING (February 2022)

Sarthak Prasad clarified his announcement in the February meeting minutes that there would be a presentation in May not in April.

John Zeman moved to approve the February meeting minutes as amended. Jeff Marino seconded the motion. A roll call vote was taken.

Brown -- Aye; Adams -- Aye; Dudek -- Aye; Hoyle -- Aye; Ishii -- Aye; Jones -- Aye; Marino -- Aye; Prasad -- Aye; Westcott -- Aye; Zeman -- Aye

The motion was approved.

The motion carried.

4. PUBLIC INPUT

None

5. UNFINISHED BUSINESS**a. BPAC Goals 2023- Kara Dudek**

Kara Dudek compiled, created and presented a Draft of BPAC goals for FY2023. The goals included 5 themes: Research and Planning, Evaluation and Response, Culture and Communication, Equity, and Applications.

- Cynthia Hoyle discussed funding needed for expanding and accomplishing the goals. Further discussion with the City on grants that may be applicable for BPAC and what the work flow is for the application process.
- Funding sources: ITEP Grant (Kara Dudek will help with application), Bicycle Friendly Community Gold application (John Zeman will coordinate with RPC), Vision Zero; Bill Brown and Cynthia Hoyle will work on finding other applicable grants that may be available

- Cynthia Hoyle and Annie Adams would like to help encourage businesses to become Bicycle Friendly Businesses through social media and in collaboration with City of Urbana Communication specialists.
- Audrey Ishbii would like to add improvements to city code for things such as bike racks and parking; possibly a subgroup on policy with outside/public help.
- The commission discussed reorganizing some of the goals to better align with the various themes; Annie Adams will create an Air Table of finalized goals.
- Communicate to The Council through the BPAC Annual Review the goals and how they align with the City's goals.
- Jeff Marino will assist interns in reviews of the Master Plan, pedestrian, bicycled and way finding.
- A comparison and possible coordination with the City of Champaign and University of Illinois on pedestrian and bike planning.
- Bill Brown will contact Sanford on crash data and how to get monthly basic details.

Kara Dudek will update and send out a revised draft within the week and vote will happen for final state.

b. 2021 Annual Report- Bill Brown

Bill Brown has prepared a draft of the 2021 Annual report that highlighted completed projects and unmet goals. He will schedule a Presentation with the City Council when it is finalized and approved by BPAC.

A motion for Bill Brown to Complete draft report and when approved by BPAC present a highlighted Version to City council

Audrey Ishii moved to approve the motion, Jeff Marino seconded.

A roll call vote was taken.

Brown -- Aye; Adams -- Aye; Dudek – Aye; Hoyle -- Aye; Ishii – Aye; Jones – Aye; Marino – Aye; Prasad – Aye; Westcott -- Aye; Zeman – Aye

The motion was approved.

6. REPORTS OF CITY OFFICIALS AND STAFF AND REPORTS OF COMMITTEES

John Zeman discussed the Capital Improvement Plan and sidewalk maintenance; A scoring system is being developed to identify top priorities, concerns and needs. As well as where they fit in overall plans and available funding. Funding sources include Community Development Block Grants (CDBG) as well as Capital Replace and Improvement Fund (CR&I).

7. NEW BUSINESS

a. Letter of Support for Florida Ave Corridor Reconstruction- John Zeman

John Discussed briefly discussed the corridor reconstruction to include new signals and multi-use paths. RAISE Grant is a funding source for the project. Grant covers construction engineering.

Commission members would like to see application details about what is being proposed prior to signing the letter of Support.

A proposed motion for BPAC to endorse letter of support for RAISE grant with minor modifications that are subject to Bill Brown's discretion

Audrey Ishii moved to approve. Jeff Marino seconded the motion.

A roll call vote was taken.

Brown -- Aye; Adams -- Aye; Dudek – Aye; Hoyle -- Aye; Ishii – Aye; Jones – Aye; Marino – Aye; Prasad – Aye; Westcott -- Aye; Zeman – Aye

The motion was approved.

A motion to extend meeting 10 minutes

Audrey Ishii moved to approve. Jeff Marino seconded the motion.

A roll call vote was taken.

Brown -- Aye; Adams -- Aye; Dudek – Aye; Hoyle -- Aye; Ishii – Aye; Jones – Aye; Marino – Aye; Prasad – Aye; Westcott -- Aye; Zeman – Naye

The motion was approved.

b. Request for Traffic Commission to Review Water and Vine- Bill Brown

Bill Brown proposed a motion for BPAC to submit request to Traffic Commission to assess intersection and possibly eliminating left turns

Susan Jones moved to approve. Nancy Westcott seconded.

A roll call vote was taken.

Brown -- Aye; Adams -- Aye; Dudek – Aye; Hoyle -- Aye; Ishii – Aye; Jones – Aye; Marino – Aye; Prasad – Aye; Westcott -- Aye; Zeman – Present

The motion was approved.

c. BPAC/City Participation in Bike Month- Cynthia Hoyle

Cynthia Hoyle discussed the upcoming Bike Month and ways to be involved. Request for BPAC engagement in various activities through the month and future events, such as Market at the Square. Continued for next month for old business

8. ANNOUNCEMENTS

Sarthak Prasad is recruiting people for pedestrian audit.

9. FUTURE TOPICS

a.

10. ADJOURNMENT

The meeting adjourned at 9:09 pm

Respectfully submitted,
Lorri Brooks, Recording Secretary