

Bicycle and Pedestrian Advisory Commission (BPAC)
Meeting Minutes

Date: Tuesday, March 28, 2017

Time: 7:00 p.m.

Place: Executive Conference Room, City of Urbana, 400 South Vine Street, Urbana, IL

Members Present: Annie Adams, Kara Dudek, Cynthia Hoyle, Audrey Ishii, Jeff Marino, Susan Jones, Craig Shonkwiler and Lily Wilcock

Staff Present: Kevin Garcia

Members Absent: None

Others Present: Charlie Smyth

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.

2. APPROVAL OF AGENDA

Cynthia Hoyle moved to add pedestrian safety on University Avenue under new business.

Annie Adams moved to approve the meeting agenda as amended.

Lily Wilcock seconded the motion to approve the agenda.

The motion was approved.

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Lily Wilcock moved to approve the meeting minutes as amended.

Annie Adams seconded the motion.

The motion was approved.

4. PUBLIC INPUT

There was no public input.

5. UNFINISHED BUSINESS

a) Bicycle Wayfinding – Craig Shonkwiler

Craig Shonkwiler updated the Commission regarding the question about adding a digital component to the plan asked at the February 2017 meeting regarding the Bicycle Wayfinding Plan (Plan). Craig Shonkwiler spoke to Champaign County Regional Planning

Commission (RPC). RPC said that the digital option was not in the scope of the plan. However, Craig Shonkwiler said that when the plan was finished RPC would revisit this option, if funding was available. He stated that the RPC would still be implementing the bike moves smart phone application and would like to see how that functions prior to considering the digital option. He added that RPC and staff thought the digital option was a good idea.

Craig Shonkwiler updated the commission regarding the question of whether two public input public meetings were necessary. He stated that he discussed same with Gabe Lewis from RPC, author of the scope, and that Mr. Lewis felt that it would still be necessary to hold two public meetings. He said that RPC staff felt it would be better to coordinate the public meetings for both the pedestrian master plan and the bicycle wayfinding plan to be held together, if timing was right. RPC also stated that there was a large amount of information to cover, which would allow public input during a BPAC meeting. However, he said City staff would bring steering committee information to BPAC meetings, and at that point it could be placed on the meeting agenda to allow public input.

Craig Shonkwiler read the agenda for the two public meetings to be held as part of the wayfinding plan, which stated that the first meeting would be a brief overview of the wayfinding best practices (after concept has been defined and research done), a discussion of common wayfinding designs and strategies, and presentation of the conceptual signs family options. RPC would then facilitate discussion where members of the general public would be encouraged to share their priorities and preferences for the wayfinding designs. Interactive sessions will follow where participants will be asked to identify bicycle wayfinding routes, pinpoint routes that they currently ride with navigational challenges, and to define their vision and goals for the wayfinding system. After the first meeting is held, a report will be drafted that summarizes the comments from the meeting, and includes specific details about prioritization criteria, route selection and prioritization, and destination location selection. RPC would define the wayfinding system concept to be implemented, and once a preferred wayfinding design had been developed, RPC would hold the second meeting with the general public to unveil the proposed bicycle wayfinding design and seek comments. Then a report will be prepared following the second meeting. City staff and the RPC support holding two meetings to give the general public the opportunity to comment.

Cynthia Hoyle asked if input could be received online via Wikimaps.

Craig Shonkwiler responded that the information could possibly be received online. RPC indicated that it was outside the scope of the plan, but Mr. Shonkwiler said the feasibility of that the option could be explored.

Ms. Hoyle suggested this option as a way to avoid the high cost of holding public meetings and possibly gathering more input. However, she did not know the cost of using this method. Ms. Hoyle also added that her support of this method was to ensure that people who would not be able to attend the public meetings, had an outlet to voice their opinions or concerns.

Annie Adams voiced her concern for people who would not have access to the technology to do this type of input by having it available at public locations like the library. Ms. Adams also expressed her concern for those who were not technology savvy, but wanted to give their input regarding same.

Craig Shonkwiler clarified that an online outlet would only be a supplement and would not replace the public input meeting. He also stated that he would offer this suggestion to the RPC, but the option of providing online input would add to cost to the proposal. Craig Shonkwiler asked for the Commission's input regarding the recommendation.

Jeff Marino stated as an example in Champaign they created a website to gather input for a zoning ordinance rewrite. He stated that the city spent a lot of money on the website, but the website was barely used. He added that more publicity about the website might have resulted in more online participation, so he suggested that if there was an online option, it should be promoted. Mr. Marino said that an open house would probably result in more feedback.

Audrey Ishii stated that she felt that a presentation offered a more concrete platform and made the process real by bringing people together to discuss the plan.

Annie Adams agreed the combination of having a public meeting with the option of a digital input platform for the ease of providing comments, was her preference.

Susan Jones agreed that it would be worthwhile to explore the cost.

Craig Shonkwiler stated that based on the recommendations from the Commission he would move forward to execute the agreement with the RPC to start the process.

Ms. Adams also suggested layering the digital component with applications that are already being utilized within the city.

Mr. Shonkwiler recommended exploring the digital component after the Bicycle Wayfinding Plan was completed.

Commissioners discussed other methods for obtaining public information.

Craig Shonkwiler stated that staff will ask the Mayor to execute the agreement with RPC in April. The approval does not need to go to City Council because the money has already been budgeted for the plan.

b) BPAC Annual Report to Mayor and City Council

Cynthia Hoyle reviewed the report explaining that the task of compiling the information for the report was divided between four commission members. The Commissioners had been asked to summarize the main accomplishments of the year (i.e. the Bicycle Master Plan), what they would be accomplishing (i.e. Pedestrian Master Plan and the Bicycle Wayfinding Plan). In addition, she stated that there were items that had been discussed in 2016, but nothing had been done yet. She asked if the issues of additional engagement through social media, parking in bicycle lanes, community bicycle registration of bicycles and people on pavements could be explored in the next year. Ms. Hoyle also stated that she had called the Mayor's office regarding the appointment of a permanent Chair and has not heard back. Cynthia Hoyle stated there would be a section on what the Commission would be focusing on in 2017.

The following 2016 Action Items were included in the BPAC Annual Report:

The first quarter actions included the Bicycle Master Plan and various projects and studies on sidewalk projects and law enforcement practices.

The second quarter actions included the development of future goals, which Ms. Hoyle stated would be revisited in the April 2017 meeting. Ms. Hoyle listed other items that were discussed in the second quarter which included parking in bicycle lanes, approval of the bylaws in June of 2016 and the discussed goals and the future of people on pavement event.

The third quarter included the approval of Cynthia Hoyle to interim chair of BPAC until the appointment of permanent chair, the presentation on bicycle registration, an update on the discussion of parking in bicycle lanes and the introduction of the Bradley Avenue bike lanes project. (Craig Shonkwiler informed the commission that a pavement marking program, including the Bradley Avenue bike lanes, would hopefully go out to bid in April of 2017 and would be expected to start in early summer of 2017.) Additional action items for the third quarter included the Illinois Department of Transportation (IDOT) safety improvement study on University Avenue, the Prairie Campus Safe Routes to School Plan and a bicycle registration program with an incentive plan. (Lily Wilcock informed the Commission that the University received a \$25,000 grant to update their bicycle registration program to be on the Radio Frequency Identification (RFID) System, which would allow the University to possibly offer an incentive based program.)

The fourth quarter items included the introduction of the Pedestrian Master Plan, the Bicycle Wayfinding Plan and the approval of the 2016 Urbana Bicycle Master Plan.

Audrey Ishii suggested organizing the annual report based on the requirements stated in the bylaws to make it a policy advisory document, provide more of a summary of the discussions, and include only items approved in 2016.

Cynthia Hoyle suggested that it would be easier to make recommendations to City Council for goals in the format suggested by Ms. Ishii.

It was mentioned that some BPAC goals were not reached during the last year.

Craig Shonkwiler stated that the report was tentatively scheduled to go to City Council on April 10, 2017, if not sooner. He asked if it should be moved back. He stated that the chair could attend along with another commission member when it is presented.

The Commission approved moving the presentation to a later date after the report had been revised.

Charlie Smyth asked if the report could go on the April 24th Committee of the Whole meeting.

The Commission tentatively recommended that the report be presented to the City Council on April 24, 2017.

Cynthia Hoyle wanted to include a goal of hiring someone as a bicycle coordinator since current City staff was already too busy to work on bicycle issues.

6. NEW BUSINESS

a) Traffic Calming: The Parked Car as a Chicane

Annie Adams presented on traffic calming through the use of parked cars as a chicane as idea for future planning. Ms. Adams defined a chicane as a series of alternating mid-block curb extensions or islands that narrow the roadway requiring vehicles to follow a curving pattern thus discouraging speeding by increasing the perception of risk. She stated that one way to create a chicane would be to alternate parking from side to side or by forming alternating parallel and perpendicular parking. Ms. Adams explained that in both conditions, chicanes may be used with a median island. Some important factors to consider when creating chicanes would be to consider the impact on larger vehicles, such as trucks and buses which she pointed out in her presentation, so not to cause an impact on traffic operations. Further, she explained that chicanes must maintain the required clearance for emergency vehicle access of 14 feet on a one-way street or 20 feet wide on a two-way street. Ms. Adams gave several examples of chicanes using median islands, shifted parking, curb bump outs and traffic circles. She explained that some examples included landscaping and green space. She also detailed the potential increase of property value with the inclusion of a chicane. Cynthia Hoyle added that studies showed chicanes helped aid in the response time of emergency vehicles, by reducing congestion. Ms. Adams depicted a chicane example of Cottage Grove Avenue and Washington Avenue at Cottage Grove Avenue in the City limits. Ms. Adams did confirm that typical chicanes can be very expensive, but the alternative would be to use parked cars as a form of a chicane.

Discussion of various landscaping, striping, and location options followed.

b) BPAC Survey

Cynthia Hoyle stated a BPAC Survey, entitled "Do you walk or bike?" was done in collaboration with Lily Wilcock, Annie Adams and Ms. Hoyle's intern. The survey conducted based on a survey done in Chicago and used Survey Monkey. The City confirmed that they have an account with Survey Monkey. The outreach to the community would be through e-mails and social media, advertisement and press releases.

The Commission collaborated in editing the Survey. The survey content included questions regarding meeting attendance, suggestions on agenda items and what they are looking for the Commission to be doing, questions regarding injury and fatalities, pedestrian and bicycle safety issues, commuting issues, and lighting issues for example.

Charlie Smyth suggested asking if citizens watched BPAC meetings on UPTV.

Audrey Ishii expressed concern about the legality of a City commission distributing this survey on its website.

Craig Shonkwiler said that he would ask.

Cynthia Hoyle said that the City would have to set it up. She said that Craig Shonkwiler would have to do that.

Craig Shonkwiler said that he would explore to see if there would be any funds available.

Cynthia Hoyle said that her intern might be able to create the survey.

The Commission stated that this would look into offering incentives for responding to the survey and it may be done during Bike Month.

c) Pedestrian Safety Study on University Avenue

Cynthia Hoyle asked that the Commission be informed and updated on where the Illinois Department of Transportation (IDOT) was on the safety study on University Avenue, what their plans on implementation of safety improvements were and what the Commission could do to help this happen faster.

Craig Shonkwiler stated that this project was a priority with City staff and IDOT. He also added that IDOT does have Highway Safety Improvement Program (HSIP) funding. Craig Shonkwiler stated that even though it was not public information, IDOT had already been working on the corridor and were in the Phase I part of the study and upon approval would move into Phase II (plans and specifications) and Phase III (implementation) with public input along the way. IDOT had identified what was needed to be improved initially based on a road safety audit. He said IDOT was looking at modernization of all of traffic signals which would include for example ADA-compliant push buttons, flashing yellow turn arrows (first application within IDOT's District 5), crosswalks on all four corners at Broadway Avenue and University Avenue and eight-foot sidewalks wherever possible and in other areas five-foot sidewalks.

Annie Adams asked if bicycles could use the sidewalk.

Craig Shonkwiler said that the sidewalks were not designated bicycle paths, but bicyclists could use the sidewalks. He provided input on the pedestrian fatalities on University Avenue, but did not have any additional information about the most recent accident at University Avenue and Coler Avenue. He stated that IDOT had taken a proactive approach to this issue. He added that LED lighting would be added and staggered throughout the corridor to better light the roadway.

Lily Wilcock asked about the parts of University Avenue in the City of Champaign and if those would be looked at by IDOT.

Cynthia Hoyle commented that the City of Champaign would control those improvements because those streets were not part of the IDOT road system since the state routes turn from University Avenue onto Wright Street.

Lily Wilcock stated that more pedestrians have started crossing University Avenue following the addition of student housing and new businesses on the north side of University Avenue.

Craig Shonkwiler stated that volume on University Avenue was high—comparable to interstate volume. He added that the boundaries for IDOT on University Avenue were from Wright Street to past Cunningham Avenue one block to Maple Avenue. He added that a

speed study had been done along the corridor and there was a discussion about lowering the speed limit, but no plans for bicycle lanes on University Avenue.

Cynthia Hoyle asked for an update when a schedule for discussion about University Avenue becomes available.

7. ANNOUNCEMENTS

- April 2 – Light the Night
- April 8 – Bike Face sponsoring a tandem bicycle obstacle course at the University on Peabody Drive (Mom’s Weekend)
- April 11 – Lunar Cycle Ride, 6 pm – 8 pm
- April 19 – Chancellor Bike Ride 9 am
- April 22 – Naturescape Opening at Urbana Park District Crystal Lake Park
- April 25, 27, and 29 – Bike Class
- April 29 – Imbibe Urbana Triathlon; Boneyard Creek Cleanup
- May 2 – Bike to Work Day
- May 2, 9, 16, 23, and 30 – Bike to Work Tuesdays
- May 5 – First Friday (Map will include Bike Month Activities); Slow Ride
- May 6, 13, 20 and 27 – Bike to Market
- May 10 – K-12 Bike to School Day; Moonlight Ice Cream Ride
- May 13 – Wild Card Race at Crystal Lake Park
- May 14 – Women’s Ride (Mother’s Day)
- May 17 – Ride in Silence 7-9pm @ I Hotel and Conference Center
- May 20 – Playing It Safe at the Leonhard Center; Life is a Cycle Ride – lead by Community Development
- May 20 –TCC Ride C-U Food Cruise
- May 21 – Bike to Worship
- May 22 – Spring Fling Bike Rodeo @ Garden Hills
- May 26 – Urbana Love
- May 27 – TS 101 Bicycle Safety Class, 12 pm – 4:30 pm @ CUMTD
- May 28 – Bike the Drive
- Event with Don Moyer/Boys and Girls Club

8. FUTURE TOPICS

Boneyard Walkway resolution was approved by City Council.

MCORE Celebration event to introduce the project to residents.

9. ADJOURNMENT

The meeting adjourned at 8:48 p.m.

Respectfully submitted,
Leslie Cross
Recording Secretary