

Bicycle and Pedestrian Advisory Commission (BPAC)  
*Meeting Minutes*

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**Date:** Tuesday, May 16, 2017

**Time:** 7:00 p.m.

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

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**Members Present:** Annie Adams, Brad Bennett (proxy for Craig Shonkwiler), Leonardo Covis, Kara Dudek, Cynthia Hoyle, Audrey Ishii, Jeff Marino and Susan Jones

**Staff Present:** Kevin Garcia

**Members Absent:** Lily Wilcock

**Others Present:** None

**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 the new commission member Leonard Covis.

**2. APPROVAL OF AGENDA**

Susan Jones moved to approve the meeting agenda. Jeff Marino seconded the motion. The motion was approved unanimously by a voice vote.

**3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Annie Adams moved to approve the meeting minutes. Audrey Ishii 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 – Brad Bennett**

Brad Bennett gave an update to the Commission on the Urbana Pedestrian Master Plan. He stated that a new logo for the Urbana Pedestrian Master Plan (PMP) had been created and since the initial presentation the following items had been completed:

- On January 9, 2017, an agreement with the Champaign County Regional Planning Commission was executed.
- On January 27, 2017, a project kick-off meeting with the City staff was held.
- From February to March 2017, the PMP website had been created and could be found at the following link: <https://cuuats.org/2017/04/06/urbana-pedestrian-plan-spring-2017>. The website would be the public portal for information regarding the PMP and included items such as dates for the public input meetings and the Walking Preferences Survey.
- On March 30, 2017, a project meeting with City staff was held to discuss existing conditions and planning for the upcoming public input meetings.
- From April 13 to May 6, 2017, eight public meetings were held throughout the city.

Brad Bennett explained to the Commission that the preplanning stage had been completed. Currently, the PMP was in the preexisting condition stage as referenced in the timeline and would be at this stage for the next couple of months. He also noted that the deadline for the Walking Preferences Survey was of May 15, but offered to collect and process a survey from any Commission member if they wanted to complete one.

Brad Bennett summarized the events from the public input meetings. He stated that initially two meetings were to be held, but the RPC decided to expand it to eight meetings with the meetings organized by neighborhood. Mr. Bennett stated that the information collected during the meetings included the following: the attendees contact information, the Walking Preference Survey, walking routes information and any concerns or comments about the pedestrian infrastructure. Overall, the meetings had 115 attendees and of those, 82 completed the Walking Preferences Survey.

Brad Bennett stated the next step in the PMP would be to review data compiled from the surveys. They plan on meeting with PACE Center for Independent Living (an advocacy group for disabled individuals) to seek their input on the PMP and any accessibility barriers regarding the pedestrian infrastructure. Finally, the PMP would move on to the Plan and Policy review phase.

Brad Bennett showed the timeline of events and gave clarification to the Commission's question about the Plan Approval Phase. He stated the following sequence of events would happen and added that the Commission would be the steering committee:

Plan Approval Phase

- City Staff Review
- BPAC Commission Review
- City Council Review

**b) Bike Month Update – Cynthia Hoyle**

Chair Cynthia Hoyle updated the Commission on the May Bike Month activities, which were accessible at <http://cubikemonth.weebly.com/>

- May 17 – Ride of Silence

- May 20 - CU Food Cruise; Bike to Market; Play It Safe – Bike Rodeo; Life Is A Cycle
- May 21 – Bike to Worship
- May 22 – Spring Fling Garden Hills
- May 23 and May 30 – Bike to Work
- May 28 – Bike the Drive in Chicago

**6. NEW BUSINESS**

**a) Cunningham Avenue Multi-Use Path from Kenyon Road to Napleton Way – Brad Bennett**

Brad Bennett discussed the Cunningham Avenue Multi-Use Path from Kenyon Road to Napleton Way. He stated that the path would be a 3,400 foot-long by 10 foot-wide path and that the Illinois Department of Transportation (IDOT) would be the lead agency. He noted that the project would coincide with IDOT's Cunningham Resurfacing Project in 2018. Mr. Bennett stated that funding responsibility for the City would be 20% of the project costs or approximately \$180,000, while IDOT was responsible for the remaining 80%. The project was currently in the design phase. The City would be looking into lighting improvements and landscaping beautification for that corridor as well.

**b) Concrete Sidewalk Repair Project – Brad Bennett**

Brad Bennett stated that the Opening Bid for this project would be on May 17, 2017. The budget allotted for the project was estimated at \$80,000 and all the improvements would go towards Accommodation Requests, which were predominately for installing ADA compliant sidewalk ramps. In addition, the City plans to do a repair project on an annual recurring basis. An update to the Commission on the contractor for the project would be given next month.

**c) Brick Sidewalk Repair Project – Brad Bennett**

Brad Bennett discussed the Brick Sidewalk Repair Project and noted that Owens Excavating and Trucking had won the bid at \$80,000 for the 3,700 square feet of work. Mr. Bennett stated that this project would be the first brick sidewalk improvement since 2009, but the City plans on brick sidewalk repair projects on an annual recurring basis.

**d) Small Town and Rural Multimodal Networks – Cynthia Hoyle**

Chair Cynthia Hoyle discussed the Small Town and Rural Multimodal Network (STRMN) guide of design that supports safe, accessible, comfortable and active travel within small towns and rural communities. Chair Hoyle gave a brief background on the basis of the guide and noted that the design flexibility of Bicycle and Pedestrian Facilities was based on the Federal Highway Administration (FHWA ) Policy and from several publications from the Institute of Transportation Engineers (ITE) Design Walkable Thoroughfares Guide. In her discussion, she outlined the 2016 STRMN guide content which included:

- Mixed Transportation Facilities
- Visually Separated Facilities

- Physically Separated Facilities
- Key Network Linkages; and
- Planning and Project Development

Chair Hoyle discussed the three different facilities and provided examples of application and case study for each. She featured the advisory shoulder road treatment, which would be a solution for narrow roadways that are not expandable and where a side path would not be an appropriate treatment. Chair Hoyle noted that in order to have this treatment installed, an approved Request to Experiment would be required.

**7. ANNOUNCEMENTS**

None.

**8. FUTURE TOPICS**

None.

**9. ADJOURNMENT**

The meeting adjourned at 8:48 p.m.

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Respectfully submitted,  
Leslie Cross  
Recording Secretary