

1 **Bicycle and Pedestrian Advisory Commission (BPAC)**

2 *Meeting Minutes*

3

4 **Date: Tuesday, June 18, 2019**

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

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

7 **Members Present:** Bill Brown (Chair), Leonardo Covis, Kara Dudek, Cynthia Hoyle, Audrey Ishii,
8 Susan Jones, Jeff Marino, Craig Shonkwiler, Nancy Westcott, Morgan White

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10 **Staff Present:**

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12 **Members Absent:** Annie Adams

13

14 **Others Present:**

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

18 Bill Brown called the meeting to order at 7:00 p.m. Roll call was taken. A quorum of members was
19 present.

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21 **2. APPROVAL OF AGENDA**

22 Cynthia Hoyle moved to approve the agenda.

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24 Susan Jones seconded the motion.

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26 The motion carried.

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

29 The minutes from the April 16, 2019 meeting were presented.

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31 Nancy Westcott moved to approve the minutes.

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33 Susan Jones seconded the motion.

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35 The Commission approved the minutes from the April meeting.

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37 **4. PUBLIC INPUT**

38 There was no public input.

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40 **5. UNFINISHED BUSINESS**

41 **a. Expansion of Sidewalk Snow Removal Districts – Bill Brown**

42 Bill Brown distributed a draft of a resolution supporting the expansion of sidewalk snow removal districts.
43 He reviewed the proposed route additions and asked for input.

44

45 Cynthia agreed that expanding from Springfield to University would be beneficial. She said that there are
46 many more students living in that area walking that weren't there when the current plan was created. She
47 said there is also a new development that wasn't there before. She also suggested speaking with business

1 owners that are in problematic sidewalk locations for snow pile up from the plows to see if there is
2 anything that would make things easier for them.

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4 Cynthia made a motion to add to Part D Section 1 change the northern boundary of the campus district
5 from Springfield to University Avenue.

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7 Morgan White seconded the motion.

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9 Craig Shonkwiler stated that the City is currently dealing with serious budgetary issues including a
10 reduction in staff and City services. Despite this being a responsibility of the business owner it will require
11 staff time. As a result, Craig will be voting no.

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13 The motion was approved by a majority vote.

14
15 Susan Jones made a motion to delete Part D Section 2.

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17 Audrey Ishii seconded the motion.

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19 The motion carried.

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21 Susan Jones moved to approve the resolution.

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23 Nancy Westcott seconded the motion.

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25 The motion was approved by a majority vote.

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27 **b. Advance Stop Lines – Cynthia Hoyle**

28 Cynthia Hoyle gave a presentation titled Crosswalk Design at Uncontrolled Locations – Guidance and
29 Safety Design.

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31 Craig Shonkwiler shared updates about future plans for a phase one study of Lincoln Ave South of
32 Pennsylvania Avenue to just North of Nevada Street that will hopefully will qualify for highway safety
33 funds. We are also doing a study on Florida Avenue for a possible multi-use path that would hopefully
34 qualify for a grant. Cynthia asked who would be hired to do the studies. Craig said there would be an RFP
35 process and a committee would choose. Craig also gave an update on the Historic Preservation
36 Commission's clearance on the current project's brick sidewalk. Morgan White asked if the advance stop
37 bars are currently planned on Lincoln. Craig said no. Morgan also asked if the brick sidewalk will be
38 permeable or not. Craig said they will not be because he is required to use the current bricks that are
39 already there.

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41 **6. NEW BUSINESS**

42 **a. Bicycle Safe Grate Inventory - Nafiz Rahman & Craig Shonkwiler**

43 Nafiz Rahman and Craig Shonkwiler gave a presentation detailing a recent inventory completed of the
44 bicycle grates in the City.

45
46 Leonardo Covis asked where improper grates come from or what makes them improper. Nafiz said they are
47 most likely old grates and new regulations have been put into place since they were installed.

1

2 Craig said the next steps are to finish the assessment and then develop a plan of attack to strategically
3 address these improper grates throughout the City.

4

5 Nancy Westcott asked how much it would cost to replace a grate. Craig said an estimated cost for each
6 grate would be between \$500 and \$1,000.

7

8 Leonardo Covis asked what happens to old grates when they are replaced. Craig said most of the time the
9 crews take them back to the yard or they become the property of the contractor. He said most of the time
10 they get recycled.

11

12 Audrey Ishii asked if there has been any accidents as a result of these unfriendly grates. Craig said that we
13 do not have that information. It would take another study that we do not have staff time or resources for.

14

15 Leonardo Covis asked if the grates could be reused in different areas where they could be compliant. Craig
16 said in theory yes, but most of the time they find that there are other repairs that need to be done.

17

18 Kara Dudek asked how Nafiz is recording this data. Nafiz said right now it is in an excel document. Kara
19 suggested using GIS mapping.

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21 b. Cynthia Hoyle suggested putting rules of the road on the City of Urbana's website.

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23 7. ANNOUNCEMENTS

- 24 • Green Storm Water and Erosion Control Conference July 12 that is free

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26 8. FUTURE TOPICS

27 a. **Vision Zero – Subcommittee**

28 b. **Bicycle Wayfinding Plan – Regional Planning Commission**

29 c. **Pedestrian Master Plan – Regional Planning Commission**

30 d. **Subdivision Development Requirements for the Installation of Bicycle and Pedestrian**
31 **Facilities**

32 e. **Crystal Lake Park One-Way Road Study – Kara Dudek**

33 f. **Bicycle Friendly Community Report Card – Craig Shonkwiler**

34 g. **Urbana Bike Racks – Annie Adams**

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36 9. ADJOURNMENT

37 The meeting adjourned at 8:45 p.m.

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40 Respectfully submitted,

41 Tamra Jane Corbin

42 Recording Secretary

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