Meeting notes from Weekly Capstone Meetings: 2024 Campus Bike Plan update

Meeting from 4/5/2023

* Fall semester will have introductory meetings (September/October) to go over outline and goals of project
* We will have introductory calls with stakeholders
* Ask them if there are things we should be looking at more
* November -February we work on document
* March- April: Review meeting of document with all of documents (document will be 75%-80% done by this point)
* April- public forum
* Village of Savoy add to stakeholders (Roland White, public works director)
* Compile feedback and have final draft ready by end of June
* Urban and regional planning capstone class will have regular meetings, maybe SPO

To do:

* Email draft response to stakeholders
* Send summaries for last two meetings
* Send email about capstone poster to Sarthak
* Work on first three chapters of plan, priority list can wait
* Start work on presentation for CTAC/class
* Email Sarthak about GIS information/existing conditions
* Update stakeholders google sheet
* Send email to Stacey and Morgan and Brent, mention you are presenting in CTAC in beginning of email, help from facilities and service, I am working with Sarthak

**Summary:** Ethan and Sarthak met via zoom where they discussed the work on the plan that Ethan has done so far. They also discussed the thorough plan for the next year to describe to the stakeholders, in regard to their involvement with the 2024 plan. Ethan is expected to respond to stakeholders by next week, add onto the plan (mainly the executive summary, goals & objectives, introduction, and planning process sections). Ethan will send Sarthak separate emails about his Urban Planning presentation on their work for school, and request for GIS information.

Meeting from 3/29

* Use same presentation for poster as for transportation advisory committee
* Start presentation
* Ethan has started final poster deliverable layout
* Start outline of campus bike plan
* Add timeline in Google sheets timeline of what we want to do and when
* Reach out to stakeholders again, meeting with MUP students next semester, etc. —- put it in a Google sheets (include bike audit September/October)
* Include subheadings for sections in the plan (include description section of what we are trying to achieve and when to do it, when did we finish it, is there a follow up to it).
* We need to keep the project going along
* To do this week: Schedule in Google sheet, reach out to stakeholders today (3/29), cc Sarthak in all emails, shared document for campus bike plan sections outlined, organized readings can be included in Google Sheet
* Go through RSOs later

**Summary:** Ethan and Sarthak met briefly via zoom (Ethan was out of town dealing with a family emergency so there was not much to discuss). Ethan is expected to make a Google Sheet with stakeholders' information and responses, a sheet of timeline for the planning process, and a document for the 2024 plan.

Meeting notes from 3/22

* LRTP 2045 review it
* They are starting work on 2050
* Subject line for email: Name of Person/Organization
* Expect 5-7 meetings (Landscape Architects, SPO, Transportation iCAP team, SSC, maybe League of American Bicyclists, Champaign County Bikes, RPC)
* The rest will be communicated with through emails and/or CTAC
* April 27th, morning meeting with CTAC
* Start document for 2024 Campus Master Bicycle Plan (start outlining sections i.e introductions, executive summary, etc.). Use the 2014 plan as a template.
* In April we will start filling some of the information on the 2024 plan (Introduction, Planning Process).
* In April will present to Bumsoo Lee and DURP to show progress

3/1 Meeting

Notes:

Readings to do:

RPC Bike Plan

Campus Master Plan

Crash Data

TDM

APBP and League of American Bicyclists we will reach out to

Look at TDM report for Bicycle Friendly University updates

TDM to be published this year

* Starting introductory email template and we would greatly appreciate your input and guidance when developing plan
* Give info on what the old plan was and progress
* Suggestions on adding more
* Ethan: start draft of email

Summary: Sarthak and Ethan met via zoom to reflect on their meeting with Stacey. Ethan and Sarthak made note of stakeholders that she suggested that we reach out to and other readings to review. Ethan is to draft an email for reaching out to stakeholders once we return from Spring Break. Ethan is also expected to review RPC Bike Plan, Campus Master Plan, Crash Data, and TDM Plan.

Meeting from 3/10

Notes:

* Be ready for reach out process, email ready, finish readings, you will hear from us in coming months, there will be future stakeholder meetings, feel free to share some ideas over email now, attach 2014 bicycle plan and 3 reports (at least the 2019 and 2022 one) (link it in email itself).
* Start report for undergraduate project early April.

Summary: Sarthak and Ethan met via zoom to discuss plans for the rest of the semester. Ethan is to finalize the email template which they will begin sending out after Spring break (last two weeks of March). Ethan is also to finish readings mentioned by Stacey by the next meeting in two weeks.

Meeting 2/22 with Stacey

- Photos need to represent what we endorse for bike safety

- Bike project of Urbana Champaign

- Bike census in April

- RPC bike plan: read it

- Urbana bicycle plan: read it- make sure we’re not contradicting each other

- TDM plan: read it

- Read relevant parts of campus master plan

- Bike audit: Fall 2024, make sure we’re not a separate entity from the adjacent communities

- League of American bicyclists, contact them about bike audit stuff

- Ride Illinois- another stakeholder, they do a bicycle summit every year

- More bike ordinance education

- Parking day: we can register people’s bikes on the spot

- “Think about joining our commuter program”

- Veo is a bike share program

- Departmental bike share, could a student bike share program be possible (perhaps with DURP?)

- Semester rental or long term bike rental program??? Partner with Neutral-Cycle

- Increased number of skateboards/scooters, can we have a scooter section in bike plan? Look into pockets of e-bike storage

- Don’t support motorized scooter due to lack of semester surrounding them, unsafe to pedestrians

- We have implemented a majority of the recommendations they gave besides showers

- Schedule April meeting CTAC

Meeting from 2/15

* Reasons listed in report for projects being on hold, will be completed
* Should these projects leftover from the 2014 project be put on our plan? ->yes, perhaps bump them up in priority but we are also doing a bicycle audit so may be completely reworked.
* Work on a presentation to show Stacy on what we have been doing the last month and what our plan is this semester and what we will be doing the next two semesters.
* Feedback on current bicycle systems- audit (to hopefully be done in early fall- needs Stacy’s approval).
* Objective for semester, bike plan goals
* Very hopeful we will get gold standard this year 2023, including reasons for getting platinum by 2031.
* Can provide GIS data for what we should do
* Focus on notes for how we can get gold and platinum
* Bicycle.illinois.edu map data
* Get MUP 2 students to help with bicycle audit, meet with UP faculty to confirm this is okay

2/8 meeting

* Gold Level Status: From League of American Bicyclists, they give us recommendations to achieve the next level, in 2019 the feedback summary, if we do not get gold in august try for it in 2027, platinum in 2031
* WE CANNOT TOUCH THE QUAD
* TO DO: Finish all other readings in the Google Drive by next Wednesday (2/15), Prepare document of what I have done so far for a meeting with Sarthak’s bosses (2/22)
* Start with some ideas!!!!
* From then on, we can start formulating plan for the future (identifying collaborators and scheduling meetings with them, talk to MTD)
* Meeting: 11:00am- 12:10pm

2/1 Meeting

Questions for meeting 2/1 and summary of meeting

1. Is this plan only campus specific? How flexible is the scope? Are we allowed to advise on campus adjacent scope, such as bikeways/bike lanes to the downtowns of Champaign and Urbana at least?

Campus district may be our scope, will confirm. For now focus on campus itself.

Connectivity is a goal, but more so helping our surrounding communities instead of making explicit suggestions for them.

1. Why is there a difference of goals between the executive summary and the introduction? Introduction says outcomes should be safety, reduction in conflict, and increased convenience in comparison to the executive summary where it says safety, sustainability, mobility and convenience, identifying funding, and leading bicycle infrastructure.

Executive summary describes program goals, while the focus of the plan is bikeway infrastructure improvement.

Bikeway infrastructure is discussing bikeway network improvement project goals.

Stakeholders to meet:

* President of Champaign county bikes (local cycling advocacy group)
* Champaign County Bike Club

TO DO:

* Finish reading the Bike Plan 2014 by next week (2/8)
* Finish reading all other readings by end of the month (February)

1/25 Meeting

To Read:

* 2014 Bicycle Plan
* Illinois Climate Action Plan (Transportation Section)
* 2019 Bicycle Report
* 2022 Bicycle Report
* Bicycle Plan for city of Urbana
* Urbana and Champaign Police Department data on crashes
* RPC Long range transportation plan 2045
* Bike at Illinois

**2014 Bicycle Plan**

5 Main Objectives:

* Increase safety for all campus users
* Increase sustainability of transportation
* Improve mobility and convenience
* Identifying funding needs and secure funding for future improvements
* Improve university’s standing as a national leader in bicycle friendliness

To Do:

* Organize files in drive
* Make google calendar and send availability

2019 Bicycle Plan Update- Vertical Lines means there is an update

CATS does not exist anymore- 2014 Plan stakeholders section

Sustainability Advisory Committee- Urbana?

Must add Village of Savoy

Campus Transportation Committee does not exist, new committee

Urbana and Champaign Police Department data on crashes

Existing Conditions: Progress since 2014 plan, identifying old/new issues

Implementation: Infrastructure development objectives are here, update funding estimates

All high priority projects completed, most medium, some low

Bike rack census will be done by the end of the semester.