

The  
**AREA PLAN COMMISSION**  
of Tippecanoe County

## **Citizens Participation Meeting**

Date.....December 12, 2018

Time.....5:45 PM

Place.....Grand Prairie Room  
County Office Building  
20 North 3rd Street  
Lafayette, Indiana

### **AGENDA**

#### **I. APPROVAL OF THE MINUTES FROM THE SEPTEMBER 12, 2018 MEETING**

##### **A. DRAFT - CPC MINUTES 09/12/2018**

Documents:

[CPC 09.12.2018 .pdf](#)

#### **II. FEEDBACK AND DISCUSSION FROM PREVIOUS MEETING**

- Annual Listing of Obligated Projects
- Title VI Plan

#### **III. PROGRAM**

- Wind Turbine Discussion
- FY 2020-FY 2021 Transportation Improvement Program

#### **IV. QUESTIONS, COMMENTS AND SUGGESTIONS**

#### **V. ADJOURNMENT**

- Next meeting is March 13, 2018

Planning for Lafayette, West Lafayette, Dayton, Battle Ground, Clarks Hill and Tippecanoe County

**AREA PLAN COMMISSION OF TIPPECANOE COUNTY  
CITIZEN PARTICIPATION COMMITTEE  
MINUTES**

DATE & TIME.....September 12, 2018 at 5:45pm  
PLACE..... **Grand Prairie Room**  
County Building  
20 North 3<sup>rd</sup> Street  
Lafayette, IN 47901

**ATTENDEES NAME**

Jim Beaty  
Curt Ashendel  
Stewart Frescas  
Lynn Nelson

**ORGANIZATION**

Citizen  
West Lafayette Bike & Pedestrian Committee  
Bicycle Lafayette  
Oakland Neighborhood

**STAFF**

Cat Schoenherr  
Doug Poad

**TITLE**

APC Assistant Director/Transportation  
Senior Transportation Planner

Cat called the meeting to order and welcomed everyone.

**1. APPROVAL OF MEETING MINUTES**

The minutes from the June 13, 2018 CPC meeting were approved as submitted.

Cat explained that we will not be reviewing the US 231 Corridor Rezone Map hat was presented at the June meeting. The draft copy was reviewed by the Ordinance Committee at its September meeting and the Committee forwarded the draft map to the full Area Plan Commission with a recommendation of approval. If the APC approves the draft copy of the US 231 Corridor Rezone at its October meeting, the plan will be forwarded to the West Lafayette Common Council for final approval. She suggested contacting Ryan O'Gara by phone or email if there are any follow-up questions.

She went on to say we talked about the **Title VI Plan** at the June meeting and the draft of the Plan is on tonight's agenda for discussion.

**2. PROGRAM****Annual Listing of Obligated Projects (ALOP)**

Doug said we did the first ALOP in 2006 and it answers question regarding where our gas tax money goes. The report is required by the FHWA. INDOT provides our MPO with a list of projects for FY 2018 (July 1, 2017 through June 30, 2018) and our Federal funding amounts and that is all most MPOs publish. Our report is more informative and the front part of the report includes information on the current transportation legislation we are operating under. The ALOP also gives information on the different funding types/categories. We broke out the INDOT projects that were let for construction during the fiscal year and list them separately along with a map to show the location of each project. He said the US 52 repaving project on the south side of town near the mall, where new

concrete was put down on one side of the road, is a test project. Generally, the complete road bed is removed down to bare dirt and rebuilt from there but in this case they are only going down 4" or 5" and are pouring concrete on top of the existing concrete. We then looked at all local projects for each jurisdiction as well as the transit system and Federal funds used at APC. He also reviews the Board of Works minutes every monthly because the ALOP includes all local projects that use local funding.

Lynn asked if sidewalks will be constructed as part of the Valley Street project.

Doug said the preliminary plans he viewed showed a sidewalk on one side of the road but he has not seen the final plans. The Plan also includes the work that is done in the preliminary engineering, right-of-way, and construction phases. The Klondike Road project was the largest project let in Tippecanoe County this year. The ALOP also includes CityBus funding expenditures that used Federal transit funds. The ALOP also includes a section on the impacts of pedestrian and bicycle facilities on projects. He explained that most of the projects were maintenance projects and they generally do not include sidewalk or bike lane construction. A separate sheet is included for each individual project that lists the type of project, phase the project is in, project contact information, total cost, Federal funding amounts, letting & completion information, project timeline, and final project totals. An aerial photo of each project is included as well as pictures of each project. We are the only agency in the state to include a location map for all the projects that were completed this year. We also include before and after photos for each project that was completed throughout the year.

Lynn said she love this report, especially the pictures.

Cat said she would love to have email dialog and discussions regarding work products with the Committee.

Lynn asked said the pedestrian crossing signs on Park Street near Columbian Park are confusing.

Doug replied that that was a Federal aid project and the details about that project are in the ALOP on page 129.

Lynn said she is talking about further down on Park Street.

Doug said the Federal aid project only involved redoing the crossing and he is not aware of the issue Lynn is talking about. He added that Lafayette has a place for comments on its website. He heard city staff is very good about responding.

## **Title VI Plan**

Cat asked if anyone looked at the draft copy of the Plan after she emailed the link to the document.

Lynn said she emailed a copy to the draft to the members of a racial reconciliation group in Lafayette that she is part of. Some of the people in the group connect to other groups to try to get the word out.

Cat said Federal Highway (FHWA) and INDOT are requiring most cities and towns to have a Plan that guides their practices and the ways they work to make sure they are not discriminating in their planning processes. As an MPO, we are a regional organization and also do work in Carroll County as the rural planning organization, so we are required to have our own plan. APC is also the review agency for complaints that might be filed against CityBus. The Plan includes the following:

- An introduction explaining why we are doing the Plan;
- Identification of our Title VI Coordinator (Sallie Fahey);
- Coordinator's responsibilities;
- Title VI requirements and regulations that must be met;
- Public participation strategies and outreach (Tippecanoe & Carroll County);
- Environmental justice review (how we look at projects based on minorities in the area);
- Listing of all the members of the various Board & Committees;
- Complaint process (procedures & mechanisms);
- Demographic profile by looking at gender, age, and location and comparing that data to Indiana's and the USA's;
- Minorities by race and ethnicity by Census tracts (Tippecanoe & Carroll County);
- Mapping of minorities by race and ethnicity (Tippecanoe & Carroll County);
- FTA (transit money spent on buses) fund distribution based on populations using Census tracts (Table 16 and Figure 16);

- Map of bus routes compared to population; and
- Map of FHWA and FTA fund distribution and level of funding based on minority population.

She went on to say this is also a Limited English Proficiency Language Assistance Plan so we can ensure we are reaching out to non-English speaking population and providing them an opportunity to contribute to the planning process. She added that the entire plan will be translated into Spanish. There are significant Chinese and Korean populations so we included those groups in the plan even though the totals are just under the thresholds.

Throughout the plan there are links to related Federal documents we must abide by. As of right now we have no complaints but that raises the issue of whether or not we really are doing everything right or if people do not know how to file a complaint. We realized recently that we did not have the complaint process right and last week staff met with the Tippecanoe County Human Relations Commission to ask them to be the reviewing agency for any complaints made against APC. It was clear to use that we could not review ourselves should a complaint be filed.

Lynn thinks this entire thing is fascinating.

Cat said a four-factor analysis is done to decide if the population that does not have the English-speaking skills is large enough that we need to actually translate. This part of the plan only looks at how well each group speaks English. A map is also included in this section of the plan using six English speaking categories and we especially want to reach out to those who do not speak English well or do not speak English at all. As an MPO, we will continue to do our best to reach out to the community and we will be posting on our important policies in English and Spanish on our website, have translators available when needed, continue to monitor all our data, and continue educating staff on the policies. She encouraged the audience to provide feedback, ask questions, and even be critical to make sure we have not missed anything before the Policy Board adopts the document.

Cat said staff will be posting the document on the APC website once the draft is completed.

Curt asked if anyone besides the Policy Board have to approve the document.

Cat said after the Policy Board adopts the document it will be submitted to INDOT. INDOT is not requiring this document but INDOT is encouraging the MPOs to start the process.

Doug added the FTA required a document like this in the 1990's and he put together the first plan and updated the plan every three years. In 2006 the Plan was reassigned, and our plan has not been updated since then.

Cat said FHWA is also coming in with its regulations.

Curt said the plan is actually APC's policies but not part of the Area Plan Commission.

Cat said the plan is only about the transportation side of APC and related to the Federal funds APC is receiving from FHWA and FTA as the MPO.

Curt said that is not clear the way the plan is written. He is not sure how the policy can apply to only part of APC's operation.

Cat said an MPO can be a stand-alone organization and all MPOs in the state are different and governed differently. Our APC is the MPO and also the current planning operation. She further explained that the MPO only does regional transportation planning.

Curt said he now understands the operation but added that is not completely clear in the plan. If he had a complaint about transportation funding and wanted to file a complaint he would have no idea he had to look for Title VI. He thinks he might look for a discrimination policy.

Cat thinks all that depends on how we present ourselves on our website. She agrees there has to be a section on the web using more common lingo. We definitely want to make sure we are not burying this information.

Stewart said the premier Mexican supermarket in town is LaTapatia off Earl Avenue. The market has all kinds of notices posted and an elaborate glass and aluminum case to protect the notices. The people that frequent that market are the kind of people that might respond.

Lynn asked where the Census information comes from.

Curt said the information is from the Census.

Cat added that the data is from the American Community Survey and they do samples every year for five years to provide a five-year average.

Doug said it was decided that it was too expensive to do a Census every ten years so now they are doing it statistically by collecting a small sample every year.

Curt asked if the long surveys are done every ten years.

Doug thinks they just do one survey now but he is not sure.

Cat asked those present to share the Plan with anyone they think might be interested. She is looking to get as much feedback as possible.

Curt does not think there is much of an introduction to the demographic profile. He asked if the profile is required (pages 13, 14, & 15).

Cat replied that the demographic profile is a requirement and added that we may need to do a better transition to make it the break between requirements clearer.

### **3. QUESTIONS, COMMENTS AND SUGGESTIONS:**

None

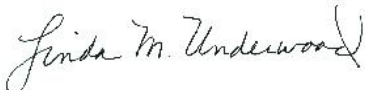
### **4. ADJOURNMENT:**

Cat thanked everyone for coming. She thinks Ryan O'Gara might be back to talk about the West Lafayette Downtown Plan at the next meeting.

The next meeting is December 12, 2018

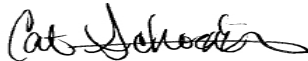
The meeting adjourned at 6:40pm.

Respectfully submitted,



Linda Underwood  
Recording Secretary

Reviewed by,



Cat Schoenherr  
Assistant Director/Transportation