

# Charter of the Southwest LRT Community Advisory Committee (CAC)

## SCOPE

The Southwest LRT Community Advisory Committee (CAC) was established in 2007 to provide guidance on community issues during the Alternatives Analysis (AA) and Draft Environmental Impact Statement (DEIS) phases of Southwest LRT project development. Members were appointed by the partner cities and neighborhood organizations to provide representation for the station areas. In 2012, the purpose, role and composition of the CAC is being expanded to provide for broader community involvement on the [Southwest LRT project](#) as it progresses through the Preliminary Engineering (PE)/Final EIS phases and Southwest LRT Community Works planning efforts to maximize and integrate economic development along the Southwest LRT line.

## PURPOSE

The purpose of the CAC is to serve as a voice for the community and advise the Southwest LRT Corridor Management Committee and the Southwest LRT Community Works Steering Committee:

1. Advise on communications and outreach strategies related to Southwest LRT.
2. Provide input on light rail design and engineering topics including but not limited to station location, parking, access to station and freight rail location.
3. Provide input on station area (1/2 mile radius of station location) vision and character for development from a community perspective.
4. Review and comment on major initiatives and actions of the Southwest LRT Community Works program.
5. Identify potential issues and review strategies to mitigate the impacts of construction and operations on residences, businesses, parks and trails.
6. Serve as an information resource and liaison to the greater corridor community.

## REPORTING REQUIREMENTS

A Southwest CAC member will provide reports on CAC activities to both the Southwest LRT Management Committee and the Southwest LRT Community Works Steering Committee.

## RESPONSIBILITIES

Each member of the Southwest CAC agrees to:

1. Attend a majority of CAC meetings. Alternates who are replacing their CAC representative shall be upgraded and will participate in committee discussions if their representative is unable to attend. CAC representatives are encouraged to contact their alternate if they cannot attend a meeting and to caucus with their alternate for committee decision-making. Alternates may address the CAC during the public forum of the meeting.
2. Be a voice to advance the broader interests of the local community or interest they represent.
3. Routinely report back to their organization on the activities and discussions of the CAC as well as serve as a conduit of information to the broader community.
4. Actively participate in discussions by sharing ideas and expertise.

5. Identify issues affecting communities impacted by both the LRT project development and Community Works initiatives and assist in developing strategies for minimizing those impacts.
6. Provide feedback to the Southwest LRT Communication Steering Committee on the structure and effectiveness of the communication and public involvement efforts.
7. Listen to and respect the viewpoints of others.
8. Not revisit issues once a topics has been vetted by appropriate committees and a decision has been made by the Metropolitan Council.

**MEMBERSHIP**

Members will be appointed for a one-year term and reconfirmation of membership will be requested on an annual basis through at least Preliminary Engineering and Final Design.

Membership is intended to represent the diverse interests and stakeholders along the Southwest LRT line and will therefore include people from neighborhood groups, special interest groups, advocacy groups, educational institutions and ethnic communities.

If an appointed member or alternate is no longer able to participate actively in the CAC, the organization that appointed that person will be allowed to name a replacement.

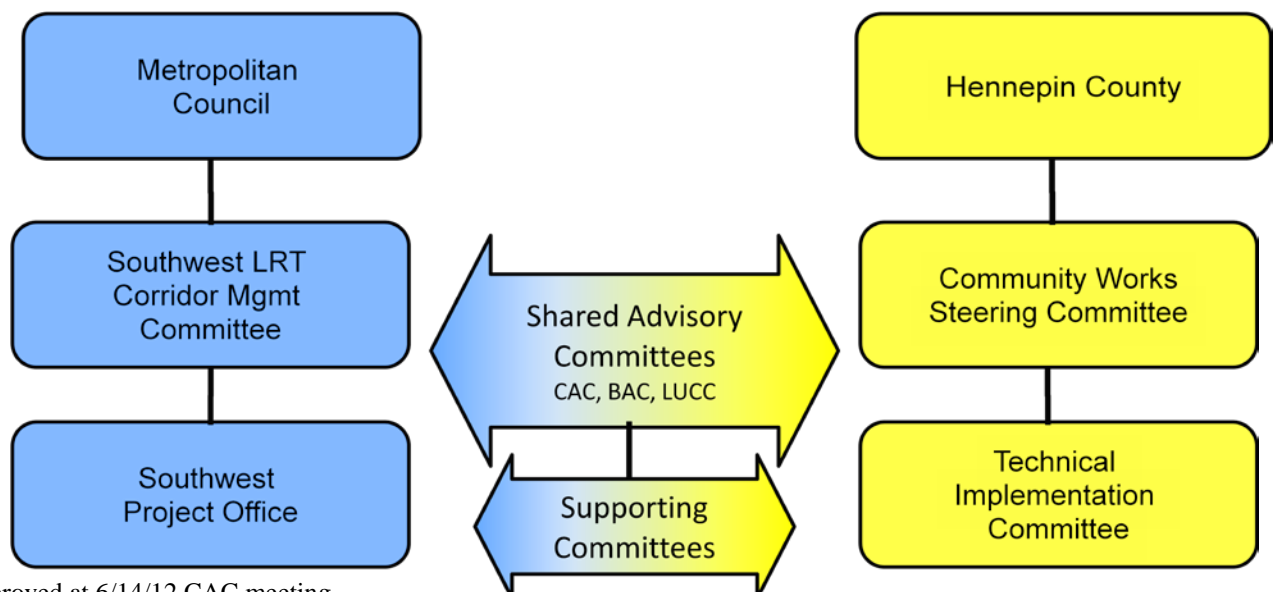
**MEETINGS**

The CAC will meet monthly on the second Thursday of every month, from 6:00-8:00 P.M. Meetings will be co-chaired by Jennifer Munt, Metropolitan Council District 3, and Jeanette Colby, Kenwood Isles Area Association.

Agendas will be distributed to all members at least five business days before the meeting.

Special meetings, open houses, subcommittees and focus groups will be scheduled at regular intervals and as needed.

To facilitate communication and a sharing of ideas and information, the CAC will meet jointly at least twice each year with the Business Advisory Committee (BAC). This meeting will replace a regularly scheduled CAC meeting.



Approved at 6/14/12 CAC meeting