



Southwest LRT Business Advisory Committee Proposed Meeting Schedule

SWLRT Business Advisory Committee meetings will occur the second Wednesday of the month from 8:00 AM to 9:30 AM. BAC meetings will be held at the SWLRT Project Office located at 6465 Wayzata Boulevard, Suite 500, St. Louis Park, MN 55426.

The following meeting schedule is proposed for 2012 and 2013:

2012:

- Wednesday, August 8
- Wednesday, September 12
- Wednesday, October 10
- Wednesday, November 14
- Wednesday, December 12

2013:

- Wednesday, January 9
- Wednesday, February 13
- Wednesday, March 13
- Wednesday, April 10
- Wednesday, May 8
- Wednesday, June 12
- Wednesday, July 10
- Wednesday, August 14
- Wednesday, September 11
- Wednesday, October 9
- Wednesday, November 13
- Wednesday, December 11

Charter of the Southwest Light Rail Transit Business Advisory Committee

DRAFT

SCOPE

The Southwest Light Rail Transit (SWLRT) Business Advisory Committee (BAC) is established to promote business community involvement for the Southwest Light Rail Transit Project. BAC input in the SWLRT process is beneficial to adjacent businesses, properties, and communities and the SWLRT Project Office.

PURPOSE

The SWLRT Business Advisory Committee will serve as the voice for the business community and address concerns during the engineering and construction phases of the light rail line. It shall be composed of business leaders representing businesses and property owners impacted by the light rail route. The BAC will report to the SWLRT Management Committee on light rail design and construction issues and will report to the SWLRT Community Works Steering Committee on issues related to land use and transit oriented development. The purpose of establishing a BAC for the SWLRT is to:

1. Identify business related concerns/issues related to construction and operation of the light rail line.
2. Identify strategies to avoid, minimize and mitigate the impacts of LRT construction on residences and businesses.
3. Provide input on station location, design, and construction to reflect the needs of the business community (e.g., employees, customers, deliveries, etc...).
4. Provide input on station area (1/2 mile radius of stations) vision and character for development from a business perspective with a specific focus on business retention and expansion.
5. Advise on communications and outreach strategies focused on the business community.
6. Review and comment on major initiatives and actions of the Southwest Community Works initiative.
7. Serves as an information resource and liaison to the corridor business community.

REPORTING REQUIREMENTS

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

RESPONSIBILITIES

The BAC monthly meeting will provide an important vehicle for involving business community groups in the design process, addressing project area concerns, facilitating public awareness and identifying opportunities to mitigate construction impacts. The purpose of the BAC is to advise the SWLRT Management Committee on the following:

1. Preliminary Engineering: Generate recommendations reflecting the needs of business as well as the community and transit riders.
2. Construction Mitigation: Provide input to the SWLRT Project Office on construction related concerns such as: signage, temporary parking, delivery routes, etc.
3. Community Works: Generate recommendations reflecting the needs of businesses as well as the community to expand business opportunities.

Each member of SWLRT Business Advisory Committee is responsible for:

1. Attending a majority of BAC meetings.
2. Identifying and respond to issues affecting businesses impacted by the project.
3. Assisting in the development of recommendations to minimize the impact of affected businesses during the engineering and construction phases of the project.
4. Elevating awareness of business mitigation issues to the community during public forums/hearings.
5. Actively participate in discussion by sharing ideas and expertise.

MEMBERSHIP

BAC members will be appointed through a nomination process with the Cities of Minneapolis, St. Louis Park, Hopkins, Edina, Minnetonka and Eden Prairie and respective Chambers of Commerce along the corridor. BAC members will include people who own or manage a business that will be directly impacted by the design and construction of the proposed light rail line; or who own or manage property that leases to a business that will be impacted by the design and construction of the proposed light rail.

BAC members will serve a one year term and reconfiguration of membership will be requested on an annual basis through at least Preliminary Engineering and Final Design. If an appointed member is no longer able to participate actively in the BAC, the company or property owner in conjunction with the nominating city will be allowed to submit a replacement nomination.

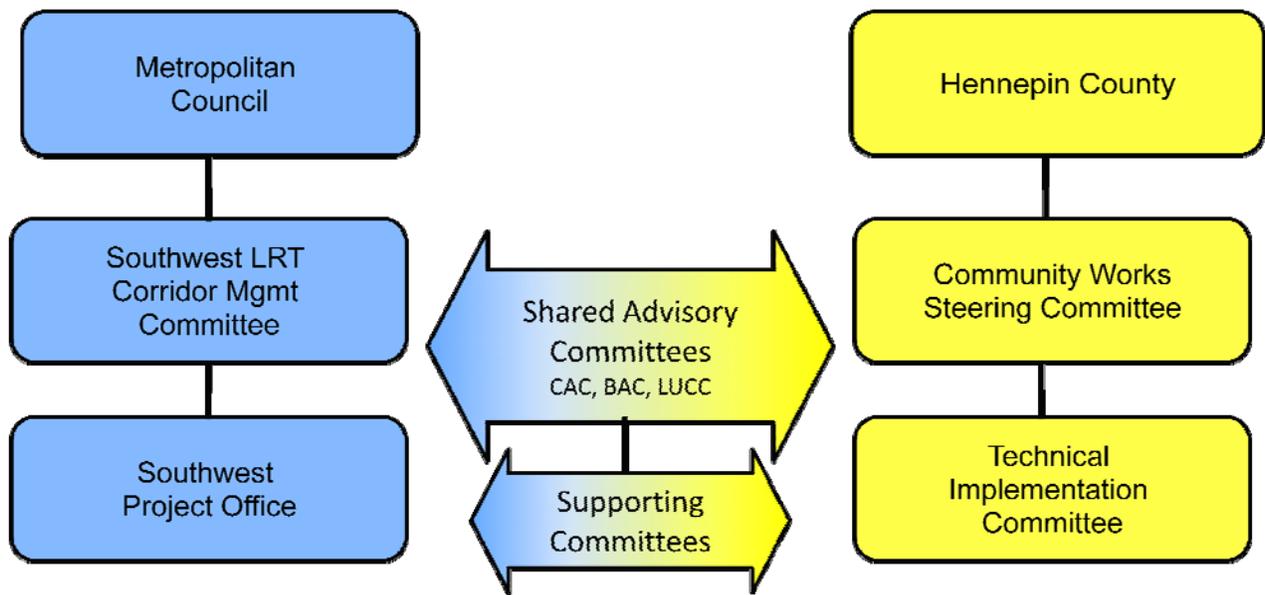
A Chair and a Vice Chair will be appointed by the Chair of the Metropolitan Council to serve a one year term. The Chair and Vice Chair may serve unlimited consecutive terms.

Membership is intended to represent the diverse interests and stakeholders along the Southwest LRT line and will therefore include representatives from chambers of commerce, corporations and small businesses.

MEETINGS

The BAC will meet the second Wednesday of every month from 8:00 AM - 9:30 PM. Agendas will be distributed to all members at least five business days before the meeting. Meeting minutes will be taken at each meeting. Meeting minutes are not final until approved at the next BAC meeting. Minutes, agendas and presentations will be distributed as PDF files.

To facilitate communication and a sharing of ideas and information, the BAC will meet jointly at least twice each year with the Community Advisory Committee (CAC). This meeting will replace a regularly scheduled BAC meeting. Special meetings, open houses, subcommittees and focus groups will be scheduled at regular intervals and/or as needed.





Business Advisory Committee Ground Rules

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- **Do your best to understand the pros and cons of every idea, not just the ideas that you personally prefer.** Be as objective and fair-minded as you can be. Be respectful of other points of view. Consider that every idea will probably have both strengths and weaknesses.
- **No one or two individuals will dominate the discussion. When you speak, be concise and respect time.** If you have already voiced your ideas, let others have the opportunity to speak. Be aware of time limits. Allow others time to share their ideas.
- **When we are in the large group, one person will speak at a time.** Please refrain from having "side" conversations. Please pay attention to the person that is speaking. If you are worried you might forget a good idea that comes to your mind, write it down.
- **As a group, we will do our best to arrive at consensus.** We will discuss and think together but understand that not all will agree. Summaries of the discussion, with all points of view, will be shared with the policy boards.
- **Remember this is a discussion, not a debate.** The purpose is not to "win" an argument, but to hear many points of view and explore multiple ideas.
- **Acceptable e-mail communication includes meeting notices and project updates; e-mail is not the preferred forum for discussion of issues.** Raise questions, issues, and concerns at meetings. E-mail project office staff and BAC Chair with questions or issues you'd like addressed at future meetings. Do not "reply to all" when sending e-mail. E-mail addresses will be made available only for those BAC members that have given approval.
- **This committee is flexible and adaptable regarding the need for different types of communication as issues come up.** Members are willing to discuss different communication options and encouraged to provide feedback about meeting format.
- **Time will be preserved at the end of each BAC meeting for comments from non-members.** The general public is welcome at meetings and encouraged to participate by making comments during the "open forum" time on the agenda.
- **Meetings will start and end on time.** Stick to the agenda to be respectful of everyone's time. If item is not on the agenda, staff will answer questions outside the meeting or place the issue on the agenda for a future meeting.
- **Project Office staff will send agendas out one week before the meeting.** Draft minutes will be e-mailed to BAC members with the agenda but will not be distributed to the general public or posted online until they have been approved at the next meeting.



SOUTHWEST
Green Line LRT Extension

Southwest LRT Business Advisory Committee Meeting

August 8, 2012








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Today's Agenda

- Welcome from Chair Haigh and Commissioner Dorfman
- Southwest LRT Overview
- BAC Charter, Ground Rules and Committee Communication
- Draft Environmental Impact Statement Process Overview
- Next Steps and Final Environmental Impacts Statement
- Next Meeting: September 12

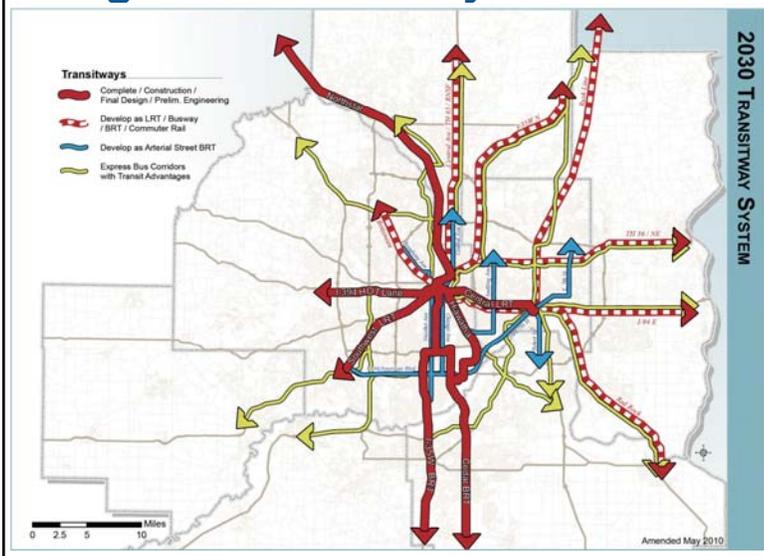


Welcome!

- Metropolitan Council Chair Sue Haigh
- Hennepin County Commissioner Gail Dorfman



Regional Transit System



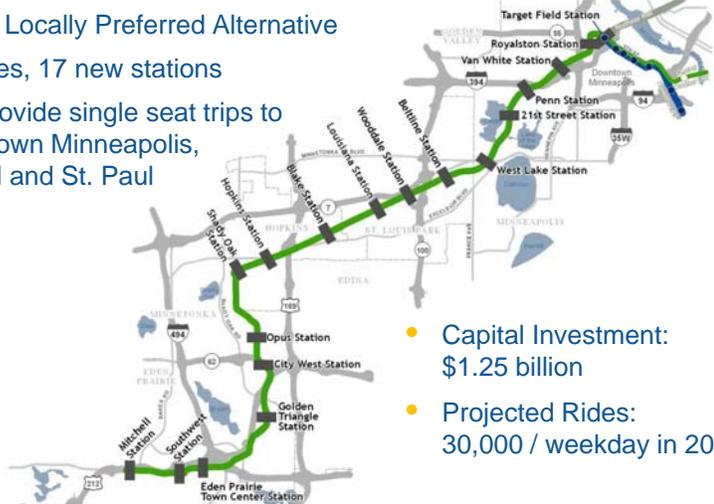
Important link in the regional transit network

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LPA Route

- LPA = Locally Preferred Alternative
- 15 miles, 17 new stations
- Will provide single seat trips to downtown Minneapolis, U of M and St. Paul



- Capital Investment: \$1.25 billion
- Projected Rides: 30,000 / weekday in 2030

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A Sample SWLRT Demographics

(within ½ mile of stations)

- 210,000 existing jobs
 - 147,000 in downtown Minneapolis
 - 62,000 jobs located near stations
- 60,000 people live in 31,000 households
- 16,000 residents of racial and ethnic minorities
- 3,600 households incomes below poverty level



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Draft Environmental Impact Statement: Process Overview and Public Outreach

Katie Walker
Sr. Administrative Manager
Hennepin County



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DEIS/FEIS Topics

- Background
- DEIS Document
- DEIS Outreach Activities
- Next Steps



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Required Environmental Documentation

- Required by state and federal laws:
 - National Environmental Policy Act (NEPA)
 - Minnesota Environmental Policy Act (MEPA)

- Environmental Impact Statement (EIS) phases:
 - **Draft Environmental Impact Statement (DEIS)**
 - Final Environmental Impact Statement (FEIS)
 - Record of Decision (ROD)



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Environmental Impact Statement (EIS) Purpose

The purpose of the EIS is to conduct a full and open evaluation of environmental impacts and alternatives, and to inform decision-makers and the public of reasonable alternatives that could avoid or minimize adverse impacts and enhance the environment.





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Primary Purposes of the DEIS

1. Describe project alternatives and their potential impacts in the context of
 - existing conditions in the project area
 - foreseeable future conditions in the project area
2. Identify potential mitigation measures that could minimize or avoid impacts
3. Assess project costs and institutional issues



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Primary Purposes of the DEIS

4. Provide information on transportation, community and environmental impacts to assist the public and decision-makers
5. Encourage agency and public comments during the review period



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DEIS Federal Review/Approval Process

- FTA approves DEIS for circulation
- FTA delivers DEIS to EPA
- Notice of Availability Published
- Circulation of DEIS



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DEIS Document Chapters

1. Purpose and Need for the Proposed Action
2. Alternatives Considered
3. Social Effects
4. Environmental Effects
5. Economic Effects
6. Transportation Effects
7. Draft Section 4(F) Evaluation
8. Financial Analysis
9. Indirect and Cumulative Impacts
10. Evaluation of Alternatives
11. Public and Agency Coordination and Comments



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DEIS Public Outreach

- Multi-format
- Inclusive
- Transparent



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DEIS Process Overview Presentations

SWLRT Technical Implementation Committee:	8/2
SWLRT Business Advisory Committee:	8/8
SWLRT Community Advisory Committee:	8/9
SWLRT Communications Steering Committee:	8/15
SWLRT Community Works Steering Committee:	8/16
SWLRT Corridor Management Committee:	9/5



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Public Hearing Notices/Community Ads

- Official Notice
 - Minneapolis Journal of Finance & Commerce
- Community Ads
 - Local community newspapers
 - Neighborhood newsletters
- Web sites
 - Hennepin County
 - Met Council
 - Cities



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Helpful Tools

- DEIS Booklet/CD-ROM
 - DEIS summary and guide to commenting
 - Available in Hmong, Somali and Spanish
- Web Site
 - Information on public hearings
 - Download DEIS documents
 - Submit DEIS comments



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Commenting on the DEIS



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Comment Period

- Comment period is required under NEPA/MEPA
- Comment period will last 45 calendar days
- Clock starts when the Notice of Availability is published in the Federal Register
- Intended for the public as well as public agencies


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Submitting Comments

Testimony at Public Hearings	Comments will be transcribed for the record. Translation services for non-English speakers and ADA accommodations will be offered to anyone who requests the service.
Written Comments	Paper comment forms will be distributed at a range of locations including Public Hearings and will be included as part of the DEIS Booklet. Comment forms will be accepted at Public Hearings or can be mailed to Hennepin County.
Electronic means	On-line form available on project website (website address included in DEIS Booklet and other publications) E-mail comments Fax comments


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Public Hearings

- Dates and locations TBD
- Three public hearings anticipated
 - Hennepin County Regional Railroad Authority
 - St. Louis Park
 - Eden Prairie
- Open houses hosted one hour prior to public hearings
 - Learn more about the project
 - Ask project staff questions
 - Stay involved



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FAQs

- I commented during project scoping; do I have to comment again?
- Who responds to the submitted comments?
- When will my comment be addressed?
- Can I see comments submitted by others?
- How can I stay engaged with SWLRT?



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More Information

- Katie Walker
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612.385-5655
- Web Site:
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Next Steps and Final Environmental Impact Statement

Nani Jacobson
Assistant Director - Environmental and Agreements
Southwest LRT Project Office








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Final Environmental Impact Statement (FEIS)

- Requirement of the Minnesota Environmental Policy Act (MEPA) and the National Environmental Policy Act (NEPA)
- Environmental Impact Statement (EIS)
 - Draft Environmental Impact Statement (DEIS)
 - **Final Environmental Impact Statement (FEIS)**
 - Record of Decision (ROD)



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FEIS Elements

- Provide responses to substantive comments received during the DEIS public comment period
- Develop measures to avoid, minimize and mitigate adverse impacts of the project
- Evaluate adjustments to the Locally Preferred Alternative (LPA) as a result of Preliminary Engineering activities



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Tentative FEIS Timeline

Submit FEIS to FTA for Legal Review	May 2014
Print & Distribute FEIS	June 2014
Waiting Period	July 2014
Prepare Record of Decision	August 2014



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Federal Government Participation

- Federal Transit Administration (FTA) will review and provide comments
- FTA will submit to the Environmental Protection Agency (EPA) for publication



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Questions?


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Next BAC Meeting: September 12

Meeting Topics:

- Overview of SWLRT Project Development Process
- Topics of Interest Discussion
- Update on DEIS
- Corridor Committee Reports








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More Information

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