



Community Advisory Panel (CAP) Meeting #1 Summary

Meeting name

CAP Meeting #1

SubjectConnecting Palo Alto
Palo Alto Rail Program Management Services**Meeting date and time**August 15, 2018
4:00pm-6:00pm**Location**Palo Alto City Hall
Community Room
250 Hamilton Ave, Palo Alto**Other Speaker Attendees**Jim Keene, City Manager (PA)
Ed Shikada, Assistant City Manager (PA)
Rob de Geus, Deputy City Manager (PA)
Josh Mello Chief Transportation Official (PA)
Dawn Cameron, Assistant Public Works Director (MV)
Etty Mercurio, Project Manager (AECOM)
Millette Litzinger, Deputy Project Manager (AECOM)
Eileen Goodwin (Apex Strategies)**Project Team in Attendance**Claudia Keith (PA)
John Maher, Rail Engineer (AECOM)
Elliot Wong, Assistant Rail Engineer (AECOM)**CAP Member Attendees**Mandar Borkar
Gregory Brail
Phil Burton
Tony Carrasco
Inyoung Cho
Megan Kanne
Pat Lau
Christine Logan
Nadia Naik
Parag Patkar
David Shen
Kari Hodgesson**Prepared by**

Eileen Goodwin, Apex Strategies

Ref	Action	Initial
01	Rob to update the CAP member list	City
02	Upload PowerPoint and meeting tape to CAP section of website	City (tape)/AECOM (ppt)
03	Project team to review the comment noted below	All
04	Change labeling of reverse hybrid to modified trench/shallow trench on outreach materials	AECOM
05	Put labels on buildings where possible.	AECOM
06	Create a meeting by meeting topic document for CAP use	Apex
07	Consider the temporary closure of Churchill	City
08	Add right-of-way as a criteria on the factsheet	AECOM
09	Consider kinetic model for station at the meeting	City
10	Add open ended question on survey for the public to ask for additional topics and information	AECOM
11	Create YouTube video for website background topics	City

Agenda

The Meeting agenda included:

- Welcome by City Manager and Assistant City Manager
- Introductions of CAP members and Team member
- Process for selecting CAP Members
- Roles and Rules
- History of Grade Sep Effort
- Update on Grade Separation Projects in Mountain View
- Review of Outreach Materials
 - Community Meeting PowerPoint
 - Factsheet
 - FAQ

- Survey questions
- Summary of Action Items/Next Meeting—September 17th, 4pm-6pm
- Adjourn

There is a video tape of the meeting presentations and the PowerPoint is archived on the CAP website. They are not re-summarized below.

Next CAP Meeting

September 17, 2018, 4:00 p.m. to 6:00 p.m.
 Palo Alto City Hall, Community Room, 250 Hamilton Ave, Palo Alto, CA

Comments/Questions

Below is a summary of the comments and questions received and the responses provided. Action items from these comments/questions are summarized above.

Table 1. Summary of Comments/Questions and Responses

Comment/Questions	Responses
Introductions	
Public Comment: It is important for CAP members to say whether they own property in Palo Alto. All CAP members should own property. How were CAP member chosen? I applied.	We will add a discussion of selection process to the agenda as the next item, but generally there is an intentional mix of ownership, demographics and expertise on the CAP.
Public comment: It would be important to add Embarcadero to consideration.	Comment noted.
CAP Comment: It would be helpful to have a copy of PowerPoint with speaker notes so we can redeliver these messages.	The PowerPoint (minus draft engineering drawings) will be available on the website. We can look into providing notes that are used at the Community Meeting. (02)
Public Comment: Some of these areas on the roster do not match the neighborhoods as we think of them.	Action item to sync up roster. (01)
History	
Where can CAP members find the matrix used to screen project ideas?	There is information on the Rail Commission website. Here is the link: https://cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=58247.59&BlobID=66381
Update on Grade Separation Projects in Mountain View	
Is the plan for Castro Street in Mountain View to be similar to what Palo Alto did at California Avenue---no car traffic but pedestrians and bikes can get across?	Yes.
Where will this traffic go if it can't get across? I want to see the traffic study-where can I find it?	Because we experience so much gate down time at Castro, much of the traffic is already using other places to cross the tracks. Our studies show there will not be big impacts from the closing of Castro on our traffic circulation. More information on Castro Street and Rengstorff Avenue can be found at this link. https://www.mountainview.gov/depts/pw/transport/services.asp
When were costs calculated for the two projects?	Castro costs are from 2017 with a recent update in 2018. Rengstorff costs were first calculated in 2014, but were escalated and reviewed in 2018.

Comment/Questions

Responses

Review of Outreach Materials (PowerPoint, FAQ, Factsheet Survey)

All graphics should show the creeks. Speakers should make clear to the public what impacts creeks have on project designs and opportunities.	Comment noted.
There should be more information about any shoofly tracks and a profile showing where the grade changes might be. The public wants to know whether a berm is behind their house or a structure and how high or low they are.	We plan to have this level of detail at the stations. It is difficult to add this level of detail to the slides due to scale.
We should no longer refer to the “reverse hybrid” instead we should call it a modified trench” or “shallow trench” because that is what it is.	Action item to re-label. (04)
You should color code by light and dark to further show where the structures are close to grade or very far from existing grade.	Comment noted.
The Hatch team did a nice job with their depiction of profile.	Comment noted.
Can we decrease the height of the pantograph?	Unlikely because this is a Caltrain specification the city is not likely to be able to change.
Please put labels on buildings where you can on these graphics such as Grocery Outlet etc.	Will do. (05)
We need to give people information about construction impacts, lengths detours and next steps.	Great suggestion. We will clarify at the meeting. We will create a meeting by meeting topic document for CAP use. (06)
If you show any partial grade separation projects that elevate the road, then the design must consider bike use by students and others so that on the downhill side bicyclists aren’t put in conflict with cross street traffic.	Comment noted.
Public: When the community thinks about circulation, it is more than Embarcadero. It should include Churchill, East Meadow, El Camino Real, and Alma.	Comment noted.
We should do the temporary closure of Churchill and see where the impacts are.	Yes, the City can explore this. (07)
When people speak of suicide and the tracks, CAP members and the team should refer to it as “injury prevention” as some are intentional and others are not. The elderly is also a population who need consideration. Signage is important as well. The team should show the public how fast these trains move.	Comments noted.
The size of the labels on these graphics is strange. The team should have the label size proportionate to the ideas you want to convey.	Comment noted.
On the tunnel graphics it would be great to have before and after photos not just during construction. Alameda Corridor might be a good example to show.	Comment noted.
It is important for the public to understand “evaluation criteria” i.e. what and why related to the designs.	Comment noted.

Comment/Questions	Responses
The matrix is too dense for a PowerPoint Slide. It needs to be a board.	Comment noted.
Make sure the photos and other materials show the wires, fencing and other visual impacts of Caltrain electrification. Your train photos should have the pantograph on the trains.	Comment noted.
Why are we not considering the third rail?	Not in design criteria. Caltrain Electrification was approved some time ago.
You need to be able to answer questions about noise and what the environmental document will model and how the freight and electric trains are different.	Comment noted.
Add right-of-way as criteria on the factsheet. That is how Council has screened some options out.	Will do. (08)
We need to discuss the budget and how these will be paid for.	Agree. We will introduce that topic more in meetings #2 and #3.
Call it a viaduct at the intersections. It is a berm off to the side. This distinction should be made.	Comment noted.
Use photos everywhere you can. Explain where they are from and what they show.	Comments noted.
Viaduct also might have walls on it—that might appeal to some people.	Comment noted.
Remember lots of people attending the meeting will be starting from knowing nothing about the project or effort. Put background information on the website in an easy to find manner.	Comments noted.
<p>The FAQ needs to include the questions:</p> <ul style="list-style-type: none"> • Why are we doing this? • What is Caltrain electrification? • Will Freight trains be electrified? • How does this project relate to High Speed Rail? • What is a grade separation? • What is an embankment? • How much does the citywide tunnel cost? • What is the visual impact of Caltrain electrification/towers? • How can I stay informed? 	Questions noted.
There should be a kinetic model at one of the stations so people can use that to explain their questions and engineers can explain answers.	Suggestion noted. (09)
Survey should concentrate on the questions related to the meeting and its materials, not the project ideas.	Comment noted.
Public: Add an open ended question to survey about what topics the public wants to discuss.	Great suggestion. (10)

Comment/Questions**Responses**

Keep in mind the grade separation projects are not for Caltrain's benefit, but instead serve the community to make our circulation better.

Excellent point.

Explain the benefits of having Caltrain. It takes cars off the road. Relate back to 101 congestion.

Comments noted.

There should be YouTube videos about certain background topics.

Good suggestion. We can look into that. (11)
