



**Milestones**

**Agendas**

**October 10, 2019 4-6PM Special Meeting**

- 1. Welcome and Introductions
- 2. Roll Call
- 3. Presentation and Discussion of Brown Act Rules and Regulations
- 4. Approval of Proposed XCAP Organization and Guiding Principles Adopted
- 5. Consideration of Approval of Election of Chair and Vice/Co-Chair Elected Chair
- 6. Future Meeting Schedule and Recommendations to Council
- 7. Adjourn

**October 16 2019 4-6PM Special Meeting**

- 1. Welcome and Introductions
- 2. Oral Communications (15 minutes)
- 3. Discussion: Review of Technical Evaluations (30 minutes)
  - a. Outstanding Information for Churchill:
    - i. Queue Lengths at Churchill (“unclearable queues”)
  - b. Review Draft Fact Sheets for Five (5) of the Seven (7) Current Alternatives/Options
  - c. Summary of Technical Action Items and Snapshot of Workplan (on Agenda Page 2)
- 4. Action: XCAP Organization (45 minutes)
  - a. Election of Vice Chair Elected Vice Chair
  - b. Review the Guiding Principles adopted at the last meeting and consider approval of an amendment clarifying language about how consensus is reached of an amendment clarifying language about how consensus is reached [Attachments] Adopted Schedule
  - c. Approval of XCAP Meeting Schedule
- 5. Discussion: XCAP Wrap Up and Community Conversations Summary (20 minutes)
- 6. Future Meeting Topics and November 7th Community Meeting (10 minutes)
- 7. Adjourn

**October 28, 2019 - XCAP Update #1 to City Council**

**October 30, 2019 4-6:30 PM (special extended meeting)**

- 1. Welcome and Introductions
- 2. Oral Communications (15 minutes)
- 3. Informational: [Attachments]
  - a. Community Workshop Presentation (15 minutes)
  - b. Comments on Fact Sheets (15 minutes)
  - c. Informational (Discussion at Future Meeting): Public Safety Memos from Palo Alto Fire Department and Palo Alto Police Department Police and Fire Presentation
- 4. Action: Guiding Principles Amendment (20 minutes) [Attachments]
  - a. Consideration of Chair's suggestions for voting procedures and defining “consensus” Defined Consensus
  - b. Phone meeting participation
  - c. Any other amendments
- 5. Meeting schedule (5 minutes)
- 6. Action: XCAP Workplan [Attachments] Adopted Workplan
  - a. Consider whether XCAP should review new alternatives or alternatives previously discarded but warrant a second look. (20 min)
  - b. Consideration of draft Workplan, including a suggestion for preparation for hearing reports from staff, consultants and others re the Background issues and whether additional background topics should be added to the Workplan (15 min)
  - c. Consideration of the present status of XCAP's work and where and how the members see XCAP proceeding. (20 min)
- 7. Discussion: XCAP Community Conversations Summary (10 minutes)
- 8. Adjourn

**November 13, 2019 4-6PM Special Meeting**

- 1. Welcome and Roll Call
- 2. Oral Communications (15 minutes)
- 3. Action: Adopting an XCAP Screening Process for the XCAP to Consider New Ideas/Iterations (10 mins) Adopted process for Pre-screening ideas
- 4. Action: Review and Screen New Ideas by the XCAP (30 minutes) reviewed New ideas and voted on who passed pre-screening
- 5. Action: Review the 2017 City Council-Adopted Rail Problem Statement and Offer Recommendations for Updates Based on Where the Project is Today (18 minutes)
- 6. Action: Review the 2017 City Council-Adopted Rail Evaluation Criteria and Determine Recommendations for how to Quantify and Qualify the Criteria (30 minutes)
- 7. Update on XCAP Working Groups Related to XCAP Conceptual Workplan (10 minutes)

8. XCAP Member Updates (15 minutes)
9. Staff Updates (3 minutes)

### DECEMBER 4, 2019 – 4:00-6:00 PM Regular Meeting

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Discussion: Review Upcoming Schedule and Deliverables [Attachment]
4. XCAP Member Updates and Working Groups Updates (15 minutes)
5. Action: Re-review and Screen New Idea from Elizabeth Alexis (5-minute presentation; 15- minute discussion) [Document Coming at Meeting]
6. Action: December XCAP Update to City Council (20 minutes) [Attachment]
7. Action: Review the 2017 City Council-Adopted Rail Problem Statement and Offer Recommendations for Updates Based on Where the Project is Today (20 minutes) continued from November 13, 2019 XCAP meeting [Attachment]
8. Staff Updates (3 minutes)
9. Adjourn

New Ideas presented and voted on for Technical review

### December 9, 2019 - XCAP Update #2 to City Council

### DECEMBER 18, 2019 – 4:00-7:00 PM Regular Meeting

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Discussion: Update from Technical Working Group Regarding Review of New Ideas/Iterations with Volunteer Civil Engineers and AECOM (30 minutes) [Attachment]
4. Action: Screen New Ideas and Decide if any New Ideas Should be Recommended to the City Council for Further Study (55 minutes) [Attachment]
5. XCAP Member Updates and Working Groups Updates (20 minutes)
6. Action: Update XCAP List of Questions (50 minutes) [Attachment]
7. Staff Updates (5 minutes)
8. Adjourn

Updated info presented to XCAP Voted on new ideas for CC

### JANUARY 8, 2020 – 4:00-7:00 PM Special Meeting

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Discussion: Review Recent Traffic Study and Discuss Submitted Questions (60 mins) (Related to report at [www.connectingpaloalto.com/traffic](http://www.connectingpaloalto.com/traffic))
4. Discussion: Prepare for Update for City Council on January 21, 2020 (20 mins)
5. XCAP Member Updates and Working Groups Updates (20 minutes)
6. Action: Update XCAP List of Questions (45 minutes) [Attachment]
7. Staff Updates (5 minutes)
8. Adjourn

Traffic presentation from Gary Black

### JANUARY 15, 2020 – 5:00-7:00 PM Special Meeting

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Action: Update XCAP List of Questions (45 minutes) [Attachment]
4. Action: Review the 2017 City Council-Adopted Rail Evaluation Criteria and Determine Recommendations for how to Quantify and Qualify the Criteria (30 minutes) [Attachment]
5. XCAP Member Updates and Working Groups Updates (20 minutes)
6. Action: XCAP Update to City Council on January 21, 2020 (20 mins) [Material provided at meeting]
7. Staff Updates (5 minutes)
8. Adjourn

XCAP questions reviewed

### January 21, 2020 - XCAP Update #3 to City Council

### JANUARY 22, 2020 – 4:00-7:00 PM Special Meeting

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Discussion: Update on City Council Feedback (15 minutes)
4. XCAP Member Updates and Working Groups Updates (25 minutes)
5. Action: Update XCAP List of Questions and Review of the Staff Responses Related to the Measurable Criteria (40 minutes) [Attachment forthcoming]
6. Action: XCAP Recommendations to the Traffic Consultant – Requests for Additional Analysis to help with Decision (60 minutes)
7. Staff Updates (5 minutes)
8. Adjourn

XCAP questions finalized

## **JANUARY 29, 2020 – 4:00-7:00 PM Special Meeting**

1. Welcome and Roll Call
2. Oral Communications (15 minutes)
3. Presentation and Discussion with Sebastian Petty of Caltrain (90 minutes) [Attachment]
4. Action: XCAP Recommendations to the Traffic Consultant – Requests for Additional Analysis to help with Decision (60 minutes) [Attachment forthcoming]
5. Discussion: Preliminary Discussion of XCAP Workplan (15 minutes)
6. XCAP Member Updates and Working Groups Updates (25 minutes)
7. Staff Updates (5 minutes)
8. Adjourn

Presentation by  
Sebastian Petty  
Final Traffic  
questions reviewed

## **February 5, 2020**

Norm Matteoni

XCAP give Staff input on Town Halls - what does XCAP want to ask community?

## **February 12, 2020**

Gary Black

**February 20, 2020 Town Hall Meeting - Mitchell Park Community Center, El Palo Alto Room, - 6-8 pm**

## **February 26, 2020**

XCAP Receive summary update from Staff regarding Town Hall meetings?

**February 27, 2020 Town Hall Meeting Palo Alto Elks Lodge, 4249 El Camino Real, 6- 8 pm**

## **March 4, 2020-meeting will likely be rescheduled**

XCAP Receive summary update from Staff regarding Town Hall meetings?

## **March 11, 2020**

XCAP receive answers to XCAP questions from Staff

**March, 12, 2020 - Town Hall Meeting Palo Alto High School, 50 Embarcadero Rd, 6-8 pm**

## **March XX, City Council XCAP Update #4???**

## **March 18, 2020**

XCAP Receive summary update from Staff regarding Town Hall meetings?

## **March 25, 2020**

## **April 1, 2020**

## **April 8, 2020**

## **April 16, 2020 (Thursday meeting ) -tentative**

## **April 22, 2020**

## **April 29, 2020**