

## Agenda – Expanded Community Advisory Panel (XCAP)

SEPTEMBER 2, 2020 – 4:00 pm to 7:00 pm

Regular Meeting (virtual – Zoom)

URL: <https://zoom.us/join>

Meeting ID: 932 6876 3819

Phone: 1-669-900-6833

### XCAP Members:

Gregory Brail, Phil Burton, Tony Carrasco, Inyoung Cho, Larry Klein, Nadia Naik, Keith Reckdahl, David Shen, Cari Templeton

### Agenda Items:

1. Welcome, Roll Call, Review agenda and make changes as needed
2. Staff Updates (5 min)
3. Oral Communications (15 min) *Members of the public may speak to any item NOT on the agenda.*
4. Draft of XCAP Update for City Council (to go to the City Council meeting on September 14, 2020)
  - a. Attachment: [Draft of XCAP Update for City Council](#)
5. XCAP Member Updates and Working Group Updates (20 min)
6. Continue Deliberations – Churchill (90 min)
7. Adjournment

### Public Comments:

Attachment: [Public comments submitted to the XCAP email box, XCAP@CityofPaloAlto.org, between August 26 and September 2, 2020 at 12:00 pm \(noon\)](#)

### Tentative Upcoming Meetings (all meetings are virtual, in Zoom):

- September 9, 2020 – XCAP Special Meeting, 3:30 – 6:00 (Continue Deliberations – Churchill – if needed)
- September 14, 2020 – City Council meeting when XCAP Update is scheduled to be presented
- September 16, 2020 – XCAP Regular Meeting, 4 – 7 pm (Begin Deliberations – Meadow-Charleston)
- September 23, 2020 – XCAP Special Meeting, 4 – 7 pm (Continue Deliberations – Meadow-Charleston)

### Virtual Town Hall:

- Link to the [Virtual Town Hall](#) which runs August 19 through September 7.
- Link to the [Virtual Town Hall Tutorial Video](#).
- Link to the [Virtual Town Hall Q & A Sessions](#).
  - Virtual Town Hall Q & A Session 1: August 27 at 4:00 pm
  - Virtual Town Hall Q & A Session 2: September 3 at 4:00 pm

### Additional General Resources:

The XCAP is archiving materials that might be relevant to this project in an online folder as resources for the XCAP and the public. You can access them here: [www.tinyurl.com/connectingpa](http://www.tinyurl.com/connectingpa)

### AMERICANS WITH DISABILITY ACT (ADA)

Persons with disabilities who require auxiliary aids or services in using City facilities, services or programs or who would like information on the City's compliance with the Americans with Disabilities Act (ADA) of 1990, may contact (650) 329-2550 (Voice) 24 hours in advance.

## Public Comment Instructions:

Members of the Public may provide public comments on agenda items.

1. **Written public comments (including visuals such as presentations, photos, etc)** may be submitted by email to [XCAP@CityofPaloAlto.org](mailto:XCAP@CityofPaloAlto.org). Please do so by 12:00 pm (noon) on the day of the meeting (unless otherwise indicated).
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Committee, click on the URL below for Zoom. Please follow these instructions:
  - A. You may download the Zoom client or connect to the meeting in-browser.
    - If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
  - B. You may be asked to enter an email address and name. We request (but do not require) that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
  - C. When you wish to speak on an agenda item, click on “raise hand.” Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
  - D. When called, please limit your remarks to the time limit allotted by the Chair.
3. **Spoken public comments using a smart phone app** will be accepted through the teleconference meeting. To address the Committee, download the Zoom application onto your smart phone from the Apple App Store or Google Play Store and enter the Meeting ID below. Please follow the instructions B-D above.
4. **Spoken public comments using a phone (cell or land line) without an app** will be accepted through the teleconference meeting. Use the telephone number listed below. When you wish to speak on an agenda item, press \*9 on your phone. You will be asked to provide your first and last name before addressing the Committee. When called, please limit your remarks to the time limit allotted by the Chair.

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