



To: XCAP
 From: Nadia Naik and Larry Klein
 Date: November 5, 2020
 Re: XCAP Final Report Outline

On TUESDAY November 10th (note - not Wednesday!), we'd like to review the Outline for our XCAP report (see below).

In addition, while several chapters and edits of chapters have been released with this memo and this agenda, **it would be most useful if XCAPers could read Chapters 1 (Why do we need grade separations) and our new proposed Chapter 2 (Community Context) and come prepared with any substantive revisions for discussion during our meeting.**

It is really important to read these in advance of the meeting because we will not be reviewing these line by line. If you think information is incorrect, or you disagree with the way it is presented or if you think we are missing information - this is the time to speak up.

OUTLINE:

Original report outline that XCAP approved a few months ago was as follows:

Ch 1	Why do we need grade separations	Phil
Ch 2	Methods used to evaluate alternatives	Inyoung, Dave, Cari
Ch 3	Criteria (City council and engineering)	Phil / Keith
Ch 4	XCAP findings (things we've learned	Tony, Keith, Phil
Ch 5	Recommendations and Rationale	Nadia and Larry
Ch 6	Safety	Greg
Ch 7	Appendix	

After reading the submissions for the various chapters so far, we offer the following suggestions for a proposed new outline (with a more detailed description below).

Green = tentative proposed assignment - to be discussed at meeting

	Executive Summary	Larry/Nadia	
	Introduction	Nadia	Added to Chapter 1 for feedback from XCAP
Ch 1	Why do we need Grade separations	Phil	Completed and feedback from Nadia provided - needs feedback from other XCAPers
Ch 2	Community Context (incorporates former Ch 3 Criteria)	Nadia	Submitted to XCAP for review (along with this memo)
Ch 3	Grade Separation Alternatives (mix of former Chapters 2, 4 and 5)		
	Discarded Alternatives	Dave/Tony	
	Churchill	Cari/Inyoung	
	South PA	Keith/Greg	
Ch 4	Safety (formerly Ch 6)	Greg	Completed - needs feedback
Ch 5	Conclusion	Nadia/Larry	
Ch 6	Appendix (formerly Ch 7)	In progress	

Executive Summary - Nadia and Larry

This summary will likely be the only thing CC members will read fully - needs to be short!

Introduction - (included in Chapter 1) - Nadia

1. What is Connecting Palo Alto
2. What is XCAP
3. What happens once XCAP makes recommendations

Ch 1 - Why we need grade separations: - Phil

1. Define grade separations
2. Explain existing conditions (how many grade seps, etc.)
3. Why does City Council want grade separations:
 1. Caltrain electrification and passage of Measure B
 2. Meet the goals of the City of Palo Alto Comprehensive Plan 2030 (reduce the need for single occupancy vehicles by improving bike/ped mobility)
 3. Improve Safety (discuss danger and suicides)
 4. Reduce Congestion (explains unclearable queues)
 5. Support Public Transit (explains increased train traffic, Caltrain Biz Plan, HSR)
 6. Impacts of COVID on grade separations - why can't we do nothing

Ch 2 - Community Context - Nadia (this is a NEW chapter attempting to explain the context within which XCAP is making recommendations - it incorporates previous Chapter 3 which was as yet unwritten).

Potential Ch 2 - Community Context

City Council Criteria

Freight - this section needs work

Caltrain Process - (describes Caltrain as the decider)

Rail Corridor Use Policy and Four Tracks

Corridor-wide Grade Separation Study

Caltrain Governance Reform (impact grade sep planning in future)

Funding for Grade Separations -(outlines how funding works for policy makers)

Historic Funding Sources (1920s-1950s and 1990s until today)

Measure B (impact on SCC process)

Palo Alto \$ (local tax, bond measure, etc.)

Federal Infrastructure Spending - long promised by both parties

Corridor-wide funding (as it will be studied in corridor wide plan)

Additional Funding Sources (Section 190, Federal, value capture)

COVID and Measure RR? (update after election)

Ch 3 - Grade separations alternatives (a mix of original Ch 2, Ch 4 and Ch 5)

Goals:

Explain each alternative (this is an amalgamation of Ch 2 (Inyoung, Dave and Cari) and Chapter 4 (Phil's description of each alternative) and include diagrams and pictures (within body of report for reference) -

IDEA: Should we have the Renderings and Fact Sheets as page inserts as we introduce each alternative? Group them geographically?

Section to write:

1. Discarded alternatives

Ideas discarded before XCAP began

Citywide tunnel - didn't make it to XCAP - council considered and rejected it (4-1 (no-Tanaka) with Filseth, Kniss recused)

Simple underpasses

Closure of Meadow

2. Churchill:

2.1. Executive Summary - Here's what we recommended and how we will tell you about Churchill

2.2. Timeline of Churchill Alternatives (including timing of Caltrain emails)

2.3. Viaduct - describe with picture and short description

2.4. Partial underpass - describe with picture and short description

2.5. Closure - describe with picture and short description

2.5.1. Bike/ped alternatives

2.6. Compare and Contrast alternatives

2.7. Freight and this alternative? (would grade change help?)

2.8. XCAP recommendations explained

2.8.1. Include information from Police, Fire and PAUSD

2.8.2. Majority decision

2.8.3. Minority opinions (Phil, Keith and Nadia for partial underpass and Tony for viaduct)

2.9. Suggested future work

2.10. Public Opinion - Mention community engagement and split opinions - but refer to appendix - don't go into any detail

3. Meadow/Charleston:

3.1. Executive Summary - We don't have a recommendation - how we'll tell you about Meadow/Charleston

Describe "leanings" of the group - use chart?

3.2. Timeline of Meadow/Charleston (including Caltrain emails)

3.3. Tunnels - describe why it was removed - unanimous decision

3.4. Viaduct - describe with picture and short description

3.5. Hybrid - describe with picture and short description

3.6. Trench - describe with picture and short description

3.7. Underpass (explain evolution on diff timeline?)

3.8. Compare and contrast alternatives

3.9. Freight and this alternatives? (would grade change help?)

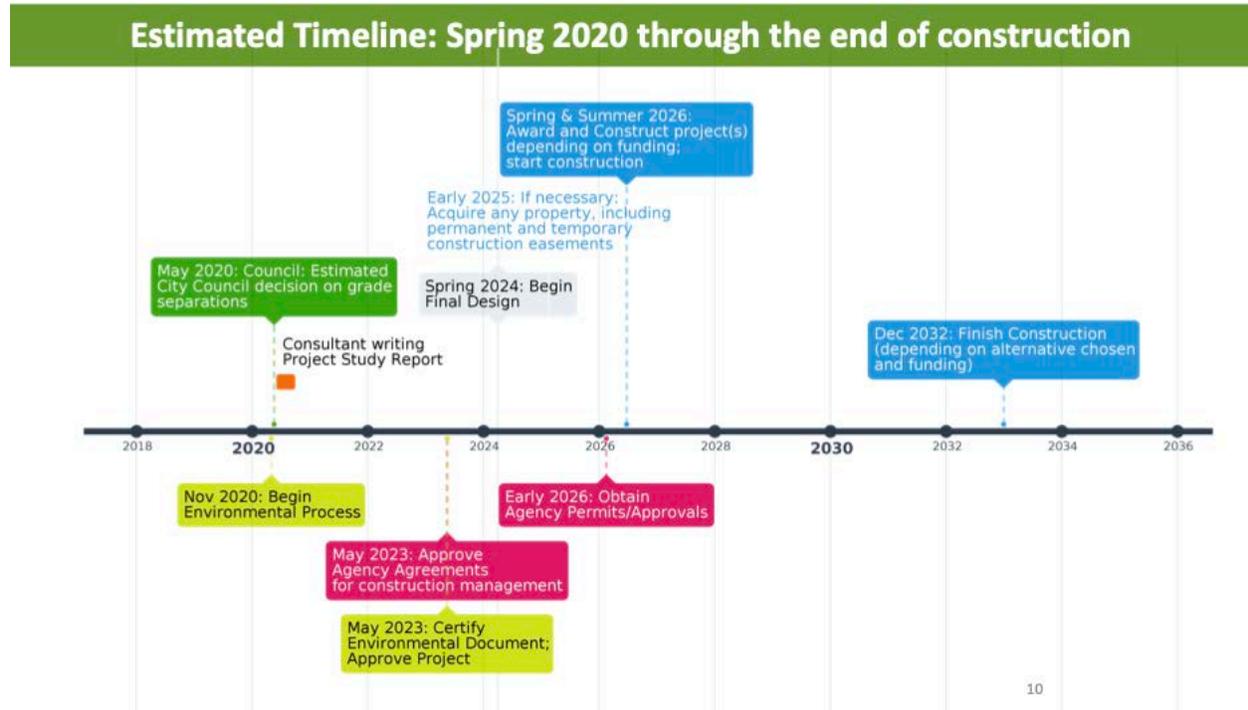
3.10. XCAP Pros/cons and areas of more study.

3.11. Public Opinion - Mention community engagement - strong opposition to elevated - but don't go into details - refer to appendix

Ch 4 - Safety (formerly Ch 6) - Greg (completed and awaiting feedback)

Ch 5 - Conclusion - Nadia & Larry

Consider some kind of long term timeline (explaining once city reaches decision, what happens, etc.) something similar to this graphic:



Ch 6 - Appendix

Comprehensive Plan excerpts

2012 Bike Plan excerpts

2013 Rail Corridor Study excerpts

Hatch Mott study 2014?

Traffic Reports

Noise/Vibration Study

PAUSD Letter

Caltrain Letter(s)

Public Comment Received

Excerpt of Caltrain Organizational Assessment

Letter from SF and SJ re: 2% grade

Additional Ideas: (to be discussed by XCAP)

Letter - separate from the report - Lessons learned not related to alternatives?

Could include things like:

1. Include stakeholders early
2. Do neighborhood meetings
3. Don't let the consultant drive the process and costs
4. Include stakeholders in incremental iterations rather than 2 or 3 large design iterations
5. Constraints vs. wants vs nice to have from stakeholders (particularly neighbors)
6. Use known designs to describe future design look and feel (example X% ramp is like Homer, etc.)
7. Virtual Town Halls - more accessible - likely still need live meetings