XCAP Report Progress - November 18, 2020 - discussed during XCAP Meeting

<table>
<thead>
<tr>
<th>Name of Section</th>
<th>Done</th>
<th>Main Writers</th>
<th>Needs Edits from</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Summary</td>
<td></td>
<td>Nadia / Larry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intro - (included in Ch 1)</td>
<td>✔</td>
<td>Nadia</td>
<td>n/a</td>
<td>Part of Chapter 1 for now</td>
</tr>
<tr>
<td>Ch 1 Why do we need Grade separations</td>
<td>✔</td>
<td>Phil</td>
<td>n/a</td>
<td></td>
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<tr>
<td>Ch 2 Community Context</td>
<td>✔</td>
<td>Nadia</td>
<td>n/a</td>
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<tr>
<td>Ch 3 Grade Separation Alternatives</td>
<td></td>
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<tr>
<td>Discarded Alternatives</td>
<td></td>
<td>Cari / Tony</td>
<td></td>
<td>Review during today’s meeting</td>
</tr>
<tr>
<td>Churchill*</td>
<td></td>
<td>Dave/ Inyoung</td>
<td>Larry</td>
<td>Cari, Tony or Phil?</td>
</tr>
<tr>
<td>*Churchill dissenting opinion</td>
<td></td>
<td>Nadia</td>
<td>Keith and Phil</td>
<td>Cari, Tony or Phil?</td>
</tr>
<tr>
<td>South PA</td>
<td></td>
<td>Keith / Greg</td>
<td>Phil</td>
<td></td>
</tr>
<tr>
<td>Ch 4 Safety</td>
<td></td>
<td>Greg</td>
<td></td>
<td>Review during today’s meeting</td>
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<tr>
<td>Ch 5 Conclusion</td>
<td></td>
<td>Nadia / Larry</td>
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<tr>
<td>Ch 6 Appendix</td>
<td></td>
<td>ALL</td>
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<tr>
<td>Timeline</td>
<td></td>
<td>Nadia</td>
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Tony to help with graphics later in process
XCAP Report Timeline:

Upcoming meetings:

December 2, 2020 – Regular Meeting, 4:00 – 7:00 pm  
December 9, 2020 – Special Meeting, 3:30 – 6:30 pm  
December 16, 2020 – Regular Meeting, 4:00 – 7:00 pm  
December 30, 2020 - No meeting  
January 6, 2021 ?

January – XCAP to decide on presentation to City Council ??  
February – XCAP presents final report to City Council (format?? Attendees??)

Monday Nov 30th (by 9AM) Dissenting Opinion Churchill, Safety, Discarded Alternatives, Executive Summary, Churchill and South PA groups should submit their drafts to Sara so she can amend the agenda with revised copies that day.

Before the Wednesday, December 2 meeting, XCAPers would need to read and be prepared to discuss:

- Dissenting Opinion Churchill,  
- Safety, Discarded Alternatives  
- Executive Summary  
- Ch 3 Churchill  
- Ch 3 South PA (if time permits)

At this meeting we will determine who edits next round of each chapter.

By Thursday, 12/3 at 4PM, South PA will submit any additional edits (agenda goes out). (Group assigned to edit this chapter would attempt to make edits between 12/3 and 12/6)
By Monday, 12/6 Churchill and Executive Summary would submit edits (updated agenda goes out) and, if any edits of South PA have been made, an updated version would go out too.

Before the Wednesday, December 8 meeting, XCAPers would need to read and be prepared to discuss:
- Executive Summary
- Ch 3 Churchill (final edits)
- Ch 3 South PA

At this meeting we will determine who edits next round of each chapter.

By Thursday, 12/10 – agenda for 12/16 will go out with attachments pending
By Monday, 12/14, Executive Summary and South PA would submit edits (updated agenda goes out)

For the Dec 16th meeting we should be able to review:
- Executive Summary (if needed)
- Ch 3 South PA

Future Meetings:

December 30, 2020 - NO
January 6, 2021 ?

January – XCAP to decide on presentation to City Council ??
February – XCAP presents final report to City Council (format?? Attendees??)