

Expanded Community Advisory Panel (XCAP)

February 24, 2021

Summary – Special Meeting (virtual, through Zoom)

1. Welcome and Roll Call

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

Absent:

2. Staff Updates

Ripon Bhatia, Senior Engineer, shared that the XCAP will present its Final Report to City Council on March 23, 2021.

Philip Kamhi, Chief Transportation Official, added that the time was still being discussed.

3. Oral Communications

Susan Newman stated that the green highlights in the Final Report were too dark to read. On Page 7 after the Churchill introductory section, additional work also applied to Meadow and Charleston. She suggested there be a heading to indicated that. She shared that she did not understand the highlighting in the Glossary. On Page 4 of the main body, the paragraph discussing Caltrain's pre-pandemic plan, the language switched between trains per hour per direction to number per hour, and wordsmithing needed to happen in the last sentence of the paragraph. She concluded that there are many punctuation and sentence construction errors still.

Chair Naik advised Ms. Newman to send in her suggested edits to Staff.

4. Review and Consideration of Acceptance of Final Report

Chair Naik called for substantive edits.

XCAP Member Burton mentioned that on Page 15 in the Glossary section, the word both should be removed from the second line regarding trenches.

Chair Naik mentioned that the page numbers needed to be fixed.

XCAP Member Burton mentioned that on Page 16 of the report, Section 2.6, the first bullet stating "begin fall of 2020" may not be accurate.

Chair Naik suggested to insert that the work was delayed due to the Coronavirus Pandemic

XCAP Member Burton suggested that all the renderings and graphs be in landscape format and that the traffic tables were hard to read in portrait format.

XCAP Member Shen advised to include the company names on Page 2 under acknowledgments. On Page 7 of the Executive Summary, in the first paragraph, he suggested adding the words "with further study of improvements". He noticed that the motion regarding Meadow and Charleston Road was never mentioned in the report.

XCAP Member Klein opined that the language regarding Meadow and Charleston should remain as is because a motion was never passed.

Chair Naik disclosed that she would double-check the meeting minutes. She noticed that on Page 41 under the Churchill section there was a cut-off footnote.

XCAP Member Reckdahl and Chair Naik announced that they would work on a better graphic for the Churchill Closure with Mitigations.

XCAP Member Carrasco mentioned that the graphic should label where the bike path is.

XCAP Member Klein disclosed that there was an inconsistency in the document regarding how several members left the XCAP at one point in time.

Chair Naik believed that there were nine original members and five add-ons, but she would confirm that with Staff.

XCAP Member Klein moved to Section 4.6.1 and mentioned that some of the descriptions in the list sounded more like notes than recommendations.

XCAP discussed the list and made appropriate edits.

XCAP Member Brail felt that bicycle and pedestrian safety was buried among other details on Page 57. He suggested that the safety section move up above Section 4.4.4.

Chair Naik commented that under Section 4.4 she would list the headers so that folk who read the document know what was coming.

XCAP Member Reckdahl provided alternative wording for Section 5.3 on Page 81, Section 5.5.1.7 on Page 89, and suggested that a piece of text be moved up from Page 94 to Section 5.6.5.1.

Chair Naik noticed that public opinion was listed in Section 5.5.1.2 under Viaduct Disadvantages.

XCAP agreed to remove the sentence from the document. They continued through Sections 5.5.1.2 and 5.5.1.4 and wordsmithed several sentences that expressed public opinion.

Chair Naik was confused about bullet point three under Section 5.5.1.3.

XCAP decided to delete bullet points three and four.

Chair Naik shared that bullet point one was not possible in Section 5.5.1.6 and she suggested different language. Under the same section, she asked if the last bullet point regarding bicycles should be included in the viaduct section.

XCAP discussed Chair Naik's suggested language and decided to go with alternative language. XCAP agreed to include the last bullet point of Section 5.5.1.6 to Section 5.5.1.2.

XCAP Member Burton asked how the Appendix documents will be provided.

Chair Naik explained the Appendix and how all the presentations and other important documents were hyper-linked in the Appendix.

Sue Ann Starner, the editor, suggested that there be a reference in the document that stated that all the appendices are in a folder and where that folder is housed.

XCAP Member Klein moved that XCAP approve the report with the changes that were made and authorize the Chair to make additional editorial changes, which were not substantive, as may be required and submit the report to the City Council.

XCAP Member Carrasco seconded.

XCAP Member Brail voted yes.

XCAP Member Burton voted yes.

XCAP Member Carrasco voted yes.

XCAP Member Cho voted yes.

XCAP Member Klein voted yes.

Chair Naik voted yes.

XCAP Member Reckdahl voted yes.

XCAP Member Shen voted yes.

XCAP Member Templeton voted yes.

This motion passed with 9 yes.

XCAP Member Carrasco expressed his gratitude to the Chair and all XCAP Members.

5. Discussion of procedure for XCAP's presentation to City Council

Chair Naik restated that the document was to be presented to City Council on March 23, 2021.

XCAP Member Burton volunteered to present a section to Council.

XCAP Member Cho wanted to see the presentation before it was presented to Council.

Chair Naik declared that she will send it out the presentation before the Council meeting and if any XCAP Members had edits to the presentation, to submit them to her.

6. Adjourn

The meeting adjourned at 4:49 P.M.