



CITY COUNCIL RAIL COMMITTEE TRANSCRIPT

Special Meeting
April 5, 2017

Chairperson DuBois called the meeting to order at 8:02 A.M. in the Community Meeting Room, 250 Hamilton Avenue, Palo Alto, California.

Present: DuBois (Chair), Filseth, Fine arrived at 8:04 A.M., Scharff

Absent :

Oral Communications

Chair DuBois: (Inaudible)

Agenda Items

1. Continued Discussion and Direction Regarding Work Scope and Schedule.

Chair DuBois: (Inaudible)

James Keene, City Manager: (Inaudible) start off and turn to Josh. As you guys recall, it was just yesterday we were meeting; figuratively. I think the sense of urgency and some of the – once (inaudible) time we've lost over the past 4-months, you asked us so we asked to set a special meeting of the Committee, which meets monthly. Partly, to let us do some follow up on the Staff with CAARD and folks from Project for Public Spaces on the Context Sensitive Solution work and everything. We had a – I think a very productive meeting last Friday, was it? With Nadia Naik and Elizabeth Alexis and went through some items. I think it's pretty safe to say that the Staff – I feel that we're on the same page with the CAARD representatives, as far as how to align the process that – what's are guy from PPS's name?

Joshuah Mello, Chief Transportation Official: "Gary Toth."

Mr. Keene: Gary Toth, had laid out for the Council and also tried to sort of work to a yearlong schedule of what the year will look like, both following that process and dealing with other rail matters. For that reason, partly, we didn't have any new materials or an agenda particularly put together; other than the pretty cool hand out and stuff that Josh has. I'll turn it over to you Josh.

Mr. Mello: Great, thank you, Jim. I'm Josh Mello, the Chief Transportation Official with the city. I want to first start by kind of taking a step back and

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giving you an overview of the entire rail program. If you look at this Master Schedule here. This is our Master Schedule for the entire scope of work that's under what we're calling, our rail program. You can see there are nine discreet tasks. Some have already started but the bulk of these had not begun yet so we'll talk a little bit more about where each one of those are, as we get into our discussion. Today we are primarily going to focus on Task five, which is the Context Sensitive Solutions alternatives analysis. This is not the entirety of the scope of work from Mott MacDonald; our rail program manager. This is one of the most important if the not the most important task that's in their scope of work. Another – yes, sir?

Chair DuBois: Gary Toth is available. He said he was standing by. Since he's standing by, maybe we should just dial him and let him listen, if that's alright? I had him there in case we need – we had questions but I'm thinking that he might as well listen to the discussion. Then also, I don't think we have any CAARDs from the public on this item but this is kind of unstructured, I thought maybe we could talk a while and if members of the public want to speak, we'll let them speak because it's going to be a – kind of an hour and half discussion. Sorry to interrupt you, Josh.

Gary Toth, Senior Director, Transportation Initiatives, Project for Public Spaces: Hello?

David Carnahan, Deputy City Clerk: Good morning Gary. David Carnahan...

Mr. Toth: Hey, how are ya?

Mr. Carnahan: ... (inaudible) the City's Clerk's Office. You are joining us at our Rail Committee meeting.

Mr. Toth: Ok. Good. (Inaudible)

Chair DuBois: Gary, this is Tom Dubois. I just thought that you might – you could listen in.

Mr. Toth; I'm sorry?

Chair DuBois: We are doing a presentation and I just thought you could listen to – once we got through this.

Mr. Toth: Ok.

Chair DuBois: Thanks.

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Mr. Mello: You want me to begin again?

Chair DuBois: Sure.

Mr. Mello: Ok, thank you. As I was saying, this is the Master Schedule divided into nine discrete tasks. The Committee also asked for an update on expenditures to date on this Master Contract so the 8 ½ by 11 hands out is the latest invoice. You can see, we've expended 5.8 percent of the contract, as of March 29th. You can also see that a whole host of tasks in that scope of work has not begun yet so there's actually zero expenditures to date. The primary bulk of the work to date has been supporting the Rail Committee, representing the City during High Speed Rail meetings and environmental analysis work. Then beginning the Circulation Study, which is that technical analysis that we'll talk more about as we go through. All the work that's been done on the circulation study is just background, updating the travel demand model, collecting some traffic counts on roadways that would be relevant as we move forward on this project. So, that's where we are today. What we would like today is to primarily talk about what we are calling stage one of the community engagement process and if you turn your Master Schedule over, you'll see Task 5, Context Sensitive Solutions Alternative Analysis stage one schedule and what's highlighted in blue is what we are calling stage one. We would like to move forward with establishing a program background and then beginning the discussion around problem definition and creating an evaluation framework that would be used to evaluate alternatives. We would first establish the problem and delve a little deeper into what the actual issues are around our existing grade crossing and then the future conditions with additional trains, as well as additional regional and local growth that may occur. What we are proposing today, is to have a community workshop in May. This would be an all-day Saturday community forum at the Mitchell Park Community Center ideally. In the morning, it would consist of a presentation by CAARD. Perhaps the Palo Alto History Society, as well as Gary from PPS. Basically, giving everyone an overview of our existing conditions. How the grade crossings are currently working, a little bit of history around the railroad. CAARD would assist in bringing everyone up to speed on all the work that's been done to date around planning and engineering and feasibility analysis. We would also discuss what other communities are doing with their grade separations. The morning would be focused around the program background. Then we would break and come back in the afternoon and we would start on the problem definition phase. This would be a very objective look at what's actually happening today and what's projected to occur in the future with the additional trains and regional and local growth and other changes in demographics and land use and railroad capacity. That would set kind of the

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bounds for what problem we are trying to solve. Then at the very end of the all-day forum, we would focus on defining some evaluation criteria. First, we set the problem and then we look at how we would evaluate success. How do we solve the – how do we recognize that we're addressing the problem? That is the goal of the first workshop as we proposed. Then we would come back to the Rail Committee and potentially City Council and have a – ideally get the approval of both the problem definition and the evaluation criteria. Then we would move into stage two and we would have a similar discussion about what stage two looks like. If we receive that direction to move forward with the community workshop today, we would spend the bulk of the next month getting the word out there about this forum and getting people to RSVP. Strategically targeting people in the community that we want to attend this forum and also working with Gary Toth at PPS, CAARD, CirclePoint, and Mott MacDonald to develop the agenda for the meeting, the forum and then also program the forum with topics that we think would be interesting to people and draw out a large number of community folks. Then lastly, in your handout we have what we're calling the Context Sensitive Solutions Alternatives Analysis Project Context, the last meeting there was a lot of talk about why we are doing this? What is the framework that we are going to operate under as we move forward? This is not intended to be static. This will probably evolve into the problem definition and something much more detailed as we move into the Context Sensitive Solutions process. However, this is intended to give us all a general understanding of what we are doing and why we are doing it. I'll read it very briefly, it's the Palo Alto Rail Program Context Sensitive Solutions Alternatives Analysis. It's a community-driven process to identify feasible infrastructure projects that will improve the east/west circulation across the railroad corridor for all modes of transportation and address any current and projected safety issues that the existing railroad grade crossing in the City of Palo Alto. This is intended to just give us a framework to operate in as we move into that community workshop one. Before we have a true problem definition, which will come from stage one of the Context Sensitive Solutions process. So, with that, I conclude my presentation and I think we are just beginning the discussion.

Chair DuBois: Ok, thanks. (Inaudible) try different topics and I don't know...

Mayor Scharff: Oh, which topics? I was going to talk about the budget.

Chair DuBois: Ok, let's start there.

Mayor Scharff: I was sort of – you know – I guess the question is, is that how are we going to – it's a – this is a big number. This is like a million five

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so how are we going to have some sense of how the money is being spent on a – and then are you guys going to do the oversight and report to us? I guess I want some sense -- going to the High Speed Rail meetings, is one person going? Are three people going? Are four people going? How many people from (inaudible) Mott MacDonald are at this meeting? Why is everyone here? I guess I just want to have a sense that we're doing this efficiently and that we're not spending a lot of money on meetings and attending meetings and stuff like that. When – maybe they are really useful, I'm not saying they are not. I'm just – I just want some sense of – it seems like a huge amount of money and I'm not sure we're focused on how it's being spent and that we're getting a huge bang for our buck on this; at least that's my concern.

Joshuah Mello, Chief Transportation Official: You know, when this contract was executed and we gave the notice to proceed – the limited notice to proceed on a couple of the tasks. We established that this would be a task by task contract so they are not to begin work on any of the tasks that you see listed as zero percent until we give the notice to proceed. We didn't want this to be a runaway train, where there's just – a lot of – we can't monitor closely the work that's occurring under each of the tasks and I've actually already had to monitor the burn rate a little bit on a couple of the tasks. The goal is to have each of the tasks stretch out the full length of the contract or the length of the task according to the schedule and not run out of money before that time period is over so I'm monitoring the burn rate. The goal would not – it would be to not to execute any change orders or adding an additional funding to this and be able to complete (inaudible)(crosstalk)

Mayor Scharff: Is it like a time and materials contract...

Mr. Mello: Yes.

Mayor Scharff: ...or it more like this is your – it's not like this is your task, you guys figure out basically how – we expect that to be done at the end of it.

Mr. Mello: Yeah, it's time and materials. The meeting coverage, they've spent a little more time up front attending meetings to get up to speed on LPMG and prepare materials for the Rail Committee but I think moving forward, we'll be a lot more strategic about which meetings Staff covers and which meetings the consultant covers. Kicking off the program, we wanted them to be completely up to speed on everything that – before we came to the first Rail Committee. Task one, support the Rail Committee, each

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meeting that we add or if we don't make a decision that we're expecting to make at the Rail Committee according to the schedule, it is going to add an additional task to that – additional costs to that Task One.

Mayor Scharff: Not if they don't come.

Mr. Mello: Yeah, if they don't come. We can start being more strategic about when they attend the Rail Committee meeting (inaudible)(crosstalk).

Mayor Scharff: That's what I am thinking. I mean, I'm not sure it's necessary and how many people are from [Hatch] Mott MacDonald are here? I mean, I'm not sure we need three people. I mean, you can explain to me why we do but maybe it's necessary. I'm just not sure why it would be. I think we need to be more strategic on that, that's my concern. If someone could just go through these tasks and explain to me what that means? Support Council Rail Committee, convene rail technical group; I mean what are you – like what are we trying to achieve here? What're the deliverables at the end of the day? What am I getting for the money?

Mr. Mello: Support Rail – Council Rail Committee is preparing Staff reports and attends 24 – up to 24 Rail Committee meeting during the 2-year period of the contract. Convene rail technical group, this is now looking like it will be rolled into the Context Sensitive Solutions process and that rail technical group will be the Context Sensitive Solutions rail – sorry, Technical Advisory Committee. That is a Committee that would likely meet monthly or more than monthly during the Context Sensitive Solutions Alternatives Analysis phase. To help guide the process on technical issues around railroad design, utilities, those kinds of things. Represent City during CHSR environmental analysis phase. This is – would help us draft letters to the High Speed Rail Authority, interact with them around the scoping and EIR study. Basically, advocate on our behalf and prepare a technical analysis to rebut anything that we might not agree with in the environmental analysis as it moves forward. the rail corridor circulation study, this is a technical analysis looking at the City as a whole and if we were to close a grade crossing or add a new grade crossing or grade separate two, what does that do to traffic for all modes? What does it do for congestion, both currently in today and in the future? That's kind of a high-level macro analysis of the traffic and circulation impacts of various scenarios and that's mostly technical. Task five you're pretty familiar with; that's the Context Sensitive Solutions Alternative Analysis. At the end of that, we will have an identified alternative for each of the four grade crossings. You know, we may come – end up somewhere...

Mayor Scharff: But what are they going to do for \$400,000 in that?

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Mr. Mello: It's mainly community engagement. Having the community conversation. The bulk of that task is community engagement.

Mayor Scharff: What does that mean?

Mr. Mello: It would be time and materials so we would – we're scoping that today. We're having the discussion around what the first stage of that looks like.

Mayor Scharff: We said \$400,000, how did you break it up? Where did you anticipate that to be for \$400,000?

Mr. Mello: That's in the handout from the last meeting and we can give that back to you. That includes the full scope of the work. It was a whole series of public meetings, outreach, mailers, facilitation of the meetings and then the alternative analysis itself, which is a technical exercise (inaudible)(crosstalk)

Mayor Scharff: Alternative analysis is the \$200 and some thousand dollars for the – isn't that separate? That's the rail corridor circulation study.

Mr. Mello: No, the circulation study is a high-level macro look at different scenarios of what...

Mayor Scharff: What's the difference then?

Mr. Mello: The circulation study was intended to be kind of the first phase. Where we look at – if we closed – this I just very hypothetical. If we closed Crossing A and widened Crossing B, what does that do to the City's circulation network? If we – it's not looking at whether it's an overcrossing or under crossing, it's just looking... (crosstalk)

Mayor Scharff: (Inaudible) It's the circulation of the traffic impacts.

Mr. Mello: Yes.

Mayor Scharff: Like if we close this one, what does that look like? It would be like if we worked on Charleston and Charleston is closed while we work on, what's that going to do in the meantime to Meadow? Is that...

Mr. Mello: Yes, exactly or if Meadow became bike/ped only, does that then make Charleston unusable because it's congested? Then task...

Chair DuBois: (Inaudible) deliverables.

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James Keene, City Manager: Let me just jump in for a second. I mean, the first three tasks, I don't want to oversimplify this or strike me as kind of soft -- services and that do have some flexibility and we have some roles in how many meetings there are or how many things that we -- whoever is going to go. Whether it's Staff, Committee members, the public or our consultants. The circulation study is obviously a technical analysis that we need the outside expertise for. Task five -- again, on the Alternatives Analysis, I mean that really is through this whole process here that says, which wants to get -- arrive at this end point here. Where we have identified the preferred alternative for how we're going to have -- deal with rail crossing issues here in the City. In many ways, that's sort of the biggest goal we've got here, I see, as it relates to the -- this is to ultimately arrive of that. Then the substantive task starts to deal with some of the requirements that obviously, we have. We've got to have some degree of plan design specifically and then the environmental review that will have to go along with that; that they are helping with. I would like to say, I think that the Mayor's question is a good one. In one sense, I think it's even larger than just [Hatch] Mott MacDonald. I mean, in one sense, what you're asking us is we have a big task here as it relates to what we want to do on the rail crossings. We also have other related rail issues that come up sometimes from time to time. We've got this whole issue about the High Speed Rail scoping meetings and you know -- and we have incoming coming in from the community to the Council also, all the time during the process separate from how we design anything. Our ability to focus and stay focused is going to be important from both the financial point of view but from a time point of view. I think that's a larger conversation that also gets to how do we make decisions about -- even how do we deploy our Staff? That we could get a request to go to lots of other meetings that pull us off of the focus on the Alternatives Analysis and there may be other alternatives that we want to pursue. I mean, maybe there's discussion that says either Committee Members or some community members in one sense, are the ones who go to some of those things and the Staff isn't even involved necessarily. I mean, I think we need to talk about why do we need a consultant really, at times? Why do we really need the Staff? I just think it's going to be really important because I don't think -- I think your question (inaudible) come up every month, all the way through this process. Both as a matter of money but also a matter of us focusing and how we're going to get this -- how are we maybe meet this schedule as it's identified?

Mayor Scharff: Ok, so that was really -- I think you encapsulated what I was saying. It's this general unease about do we have a plan? Are we spending the money wisely? Is there oversight? I just have that comfort level yet.

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Chair DuBois: Yeah, I would echo some of the comments on meetings. Love you guys but I'm not sure how many we need to come and I was a little concerned when I saw 23 percent of the support monies already spent. The other part that is not clear to me is that if we involve Gary Toth, where are those hours? How many of those hours and do we take that out of the \$400,000 for the CSS piece?

Mr. Mello: Gary Toth's recent trip here – his travel costs and his time was billed under additional tasks and meetings.

Chair DuBois: Ok, but I mean...

Mr. Mello: We can talk about whether we want to re-scope the Task 5 to include his work.

Chair DuBois: I think it would to maybe have a discussion with – and I don't know if Staff has an idea if he were to be involved, would we do it 40-hours, 100-hours? Some kind of idea of the level of involvement and how we would budget for that.

Mr. Mello: I think we've assumed he would help us prepare for all the community workshops. He would also serve as a sounding board when we critical decision points. We could go back to him and get some advice. I would say maybe a handful of hours per month, moving through the process.

Mr. Keene: I think we can identify that in more detail for the meeting. I think obviously, we want to have enough clarity with what the expectation is but then, on the other hand, we need to then have Josh as the ultimate project manager, me able to manage that project too. I mean so that he's the one accountable for when Gary Toth gets engaged in – actually, on any of these things. I don't want to have a Council Member even run into someone from [Hatch] Mott MacDonald and say hey, we're having a meeting. Why don't you guys come and all of sudden, they think oh good, the Council wanted us to come and that was just an off comment. I mean, I just think we – I think you're being really clear about.

Chair DuBois: The other one that jumps out at me is the financing plans and so the question is that that seems like a small amount of money and it's not really on the time line. It's clear that we're going to need more funding so does that mean that Staff is primarily focused on that? Since there is very little in the consulting agreement and when would we start – in terms of on the schedule?

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Mr. Mello: I think the financing will part of the discussion all along and this will be an interactive financing plan because as we look at different alternatives, we're going to have to think about how we would finance those. I think at the end of the day when we have an identified alternative, we'll have some structure around how we would seek funding for that with local, state and potentially federal funding.

Chair DuBois: I mean, it seems like a huge part of it and I'd love to see us submitting even this work for Measure B money so we could get some of this planning work paid for. I mean, is that possible to...

Mr. Mello: We're in discussion with VTA around how the planning money that they want to allocated over the first 2-years would be distributed if...

Chair DuBois: (Inaudible) sign a contract beforehand, does that disqualify us?

Mr. Mello: We haven't gotten to that point of the discussion yet but that is on our radar and that is something that we would also like to do is (inaudible) some of those cost with Measure B.

Chair DuBois: Ok. Any other comments on the budget itself? Yeah?

Council Member Fine: Yes, so I would just make the comment that I think we need to be judicious about who is running the CSS process. Is it HMM? Is it Gary Toth? I guess we're leaving that to your judgment to some degree but there's a both a financial cost and there's kind of the effectiveness cost to who is best positioned. Like the Mayor, I'm a little worried here about \$400,000 for community outreach. Is that just our going rate in Palo Alto for these kinds of things?

Mr. Mello: I mean we scoped a pretty robust community engagement process, given that this could potentially be the biggest project that the City has done. Again, that is a time and materials contract so if they don't spend that, they can't bill. If they're not actually spending the hours on project – on work that we direct them to complete. They won't bill us for it.

Council Member Fine: Ok.

Gary Toth, Senior Director, Transportation Initiatives, Project for Public Spaces: Hey guys, it's Gary. I wonder if I could chime in? I think it's important for the City of Palo Alto to be viewed as running the process and all the consultants are simply an extension of your Staff.

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Mr. Keene: Right. This is Jim Keene, the City Manager. I agree with that. I mean I agree absolutely and the truth is that we actually do know how to run these processes and design their processes. In some of these cases, we need assistants and sometimes we just need cover. That it's not just us who is speaking as the Staff. It's good to have somebody from outside. I personally think it's good to identify a robust dollar amount but I also think that we really need to commit to you that we are carefully managing it. Even to the point that we don't just automatically say oh yeah. Well, let's have another meeting or let's do another one of these kinds of events or something. Even if one of you guys say it, that we're thinking about – is it really necessary? Is it really effective? Do we need – to what extent do we need the outside assistances versus something we can do ourselves?

Chair DuBois: I did bring the report from last week. Just so that everybody is aware that the delivery of the CSS process where an engagement plan, a contact inquiry database, collateral including a web page, two surveys and then six community meetings and six project mailings and a summary report. I know this was done a long time ago. On your new plan, you have four community meetings instead of six. So, does -- again, does that mean that there are some funds may be where we could get PPS more involved and shift some of those dollars around? It might be good to get an update on the community engagement pieces based on where are now.

Mr. Keene: I'm trying to separate – I mean, I do appreciate the Council and the Committees oversight concern. I guess I think we also – we need to think about how we set up the contract management piece of this work. That I think, really has to stay with the Staff or it's not going to be effective but then, the parameters or – that you want to see established in some way. Then, how it is that we – I think what we have to be able to check in with you is that are we on the right track as far as the progress with the community or on the project itself and to be able to account for what we've spent. When you either ask for other things or we say where going to do other things, there's a kind of transparency about what we're going to do and there's this opportunity to say wait a minute, do we really need to do that? I mean I think right now, clearly, there was a concept about what the funds could be used for. I don't see that we're under any obligation to stick with that and we can adapt that as time goes on. Even right now, the idea of – we're going to say that we're going to have four workshops. Those are – even that's a conceptual sort of thing and we could – we may end up adjusting that, right?

Chair DuBois: Well, so let's talk about the process because we did get a schedule here so I assume that this is the plan. I'd really like to understand

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the idea of the Technical Advisory Committee and the workshops. I heard Josh just say that the – that TAC could meet monthly or more frequently than monthly but you show quarterly meetings on the schedule. Which is it, I guess and how do you see that really working?

Mr. Mello: The TAC is going to need to meet when there are technical decisions that need to be made throughout the process. As the alternatives start to congeal, we're going to have to sit down and discuss the feasibility from a technical standpoint. A rail design, a utility standpoint, a roadway, operational standpoint and also the finance. The likely hood of financing the different alternatives. The technical – you know, we're doing our best guess to estimate what – when we are going to need them but in reality, they're going to have to convene when there are decisions to be made around technical aspects.

Chair DuBois: I mean, is this including Caltrain and (inaudible)...

Mr. Mello: Yes.

Chair DuBois: Don't was need to have a schedule and give – let people know if it's going to be monthly or more frequently?

Mr. Mello: That is the next stage. Today, we're just asking to move forward with stage one, which is on the back of the Master Schedule. You can see, we begin the discussion of the TAC during Stage 1. So, once we begin stage one, we would then begin that discussion around when the TAC meets, who's on the TAC We have not begun stage one yet. Where here today asking to move forward with that.

Chair DuBois: So, I'm a little – again, I'd like to understand the community workshop piece versus a Technical Advisory Committee versus a Citizens Advisory Committee. I mean this is a complicated issue. How are we going to have resident's kind of engage and understand the issue over the length of the project? If – is CSS in this envisioned here to be really done with the TAC as for cohesion and consistency and understanding. I mean, I saw us a do a bunch of workshops originally for the Comp. Plan and ultimately, I don't think it worked very well. We ended up going back and doing it over with the CAC. I'm really skeptical about the workshops and I'd like to hear what you guys – why you guys are going that direction?

Mr. Keene: I think one of the things that we could – should ultimately get to is the City is getting clarity about why we actually use a Citizen Advisory or task force let's say, versus other modes because clearly, they are effective in different ways. I mean the Council is best able to speak to why you think the

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CAC was necessary for the Comp. Plan. I mean as a community, it couldn't have done this without a Citizens Advisory Committee. Council has been able to just weigh in and make decisions without that component but that's part of our DNA here, in a sense. I think the basic thinking here is – there are a couple of things, which are a Citizens – even a Citizens Advisory Committee limits the exposure to a small subset of the community. It is the right sort of design and engagement in -- ongoing community workshops has the opportunity to both inform, educate and explore with more people and if there's enough communication and follow-up back in the course that lengthens those different meetings. You could arguably say you've engaged more of the community than just a representative subset. Secondly, I think it allows the City to collect the results from each one of those workshops and to look at – I think the Rail Committee has to play a key role is sort of helping steer some of these things as we come back and report to you where we are. The Technical Committee, I still think is technical and is going to be making recommendations but it's not going to make decisions. Ultimately, you guys are going to be the ones who are going to have to make the decisions that will ultimately go to the Council. I think that we can reach – I mean, I think we need to get clear as for why do we have to have a community engagement process at all, rather than you guys just making decisions what you want, really.

Chair DuBois: I think that's really clear. You don't think that's clear?

Mr. Keene: Well, I think it's – we think it's clear but if we express – are we trying to get as many people aware of what the alternatives are and the implication of them and then get enough feedback so that the Council makes the best possible selection. I mean, I think that's the main reason and I personally think that a well-designed, large community workshops reach more people than a Citizen Advisory Committee. Which in many ways just relies on the local media on reporting what's going on and I think you have the ability to – we have the ability to do more communication actually, with the right designed workshops. I'd be curious to what Gary has to say.

Mayor Scharff: Gary, you're up.

Mr. Toth: Yeah, yeah, ok. I just thought (inaudible) here. I think we're getting a little too focused in on the Citizens Advisory Committee (inaudible), as opposed to laying out a process that accomplishes a lot of – I guess that was Jim just talking, what Jim just said. We talked about this in past meetings, right? (Inaudible) engagement and telescoping up and down. Yes, these broad community meetings and online outreach and other things that you can do will ensure that you reach the larger cross section of your folks.

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Then there's a point in which how do you actually engage your citizens in the decision-making process. Not that they're going to make the decisions but they're going to participate in the decision-making process. That's where I think, you have to figure out some structure for representative democracy, right? Now, that could be through the Technical Advisory Committee, you know? You could invent a way to if and when it becomes required to share that decision making with the larger group. It could be through CAARD or Friends of Caltrain or some other organization you have there. I think, it sounds like you're asking Mott MacDonald and CirclePoint to get some kind of framework. I think you should sort of lay that out and then if there's a separate Committee other than the TAC – you call it whatever you want it, a task force. Does that make sense what I am trying to say?

Chair DuBois: "Yeah, I think so."

Mr. Toth: Yeah, I don't know how you have four or five – just simply have four or five big meetings and if 300 people turn up and then you reach a decisions (inaudible). I still think there needs to be some sort of connection there. Yeah.

Mr. Keene: I just want to say that I think that's why the – not just the pre-design but the post community workshop piece is really important. How do we organize and collect and express and design the right follow-ups between that and the next workshops? If you just sort of say have a workshop and then that's it. It wasn't that great and we have another one, you lose the – what you're trying to build, whether it's through a Citizens Advisory Committee over time, is a kind of narrative that is expressed that helps describes what the problem and what people see as the proposed solutions. That's like – it's a little bit easier with the – I don't want to say easier – with something like the Comp. Plan that has its existing structure and the plan itself with policies, programs and goals and you have people ultimately populating those with recommendations. I think we need to put some structure to what we roughly think we're trying to get here as a result in the Alternatives Analysis so that the things that people say start to be expressed coherently in the same way. Do you know what I mean? As opposed to just sort of a mish-mash of feedback.

Mr. Toth: Let me build on that. In addition to the narrative, I think you need to ensure a continuity of the conversation (inaudible), right? You're going to have (inaudible) these public meetings, you're going to have – I'm not aware of another way to ensure that continuity of the conversation.

Chair DuBois: Eric, you had a question?

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Council Member Filseth: Yeah I – (inaudible) I think this is actually a fairly important discussion since some of these alternatives are going to deal with some potential action (inaudible) on (inaudible) consequences. The community, I think you just have to look next story at Menlo Park to understand and to sort of be reminded of the sensitivity towards this kind of stuff. I think it's an important discussion. I guess I find myself gravitating back to sort of the Mayor's question and wondering – let's say we only have half this much money, how would we spend it? (Crosstalk) Let's say we had half this much money, how would we spend it?

Chair DuBois: Greg, did you have a comment?

Mayor Scharff: I do. I think the question comes down to how do you make community meetings and a continuity of discussion given that you may have different people show up to the community meetings and you may actually have different people show up depending on which grade crossing it is. I mean, if we're talking about all four of them, you'll get a different group than if you're saying today, we're talking about Churchill or today we're talking about Meadow. People in those neighborhoods will come. One of the questions I have and I'm not sure how I feel about spending all that time actually but should the Rail Committee itself, be at those community meetings as a noticed meeting...

Council Member Filseth: Absolutely.

Mayor Scharff: ...and we're the ones – you know, we're the ones that provide that – we are – if we provide the continuity in the conversation that we are there the whole time and that when we schedule these – I think we need to notice it and the four of us need to try and be there. We need to provide that continuity and I think that – I don't know. I wanted to throw that out there.

Council Member Filseth: I think that's our job.

Chair DuBois: I was sort of thinking along those lines and listening to Jim and to Gary. Looking at the schedule, what if we had three community meetings, which we all go to and then we had a task force for the last three months that – and hopefully, those – we would recruit the task force from people that were active in the three community meetings. Kind of gets a sense of who is there and who was consistently part of the conversation.

Mayor Scharff: I'm not sold on any task force at all, to be honest. I...

Chair DuBois: I really...

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Mayor Scharff: ... think we should do that.

Chair DuBois: I really think that final piece of continuity and evaluation of the alternatives come up. If it's just the four of us, it's too disconnected from the community.

Mr. Mello: If I could jump in. I think we're going to have to adjust our strategy throughout this process. I think if we have extremely low attendance at the first community workshop, we would come back to you and tell you that this is not working and we need to rethink our strategy. I think all through the process, we're going to have to continually check back in and give you an update on do we think we're getting the right – the involvement from the right people. Are we having continuity? Are we telling the story correctly? I think this is – I don't think that we can assume that we're going to set the entire process at this point in time. We can create a general framework but I do think we're going to revise this throughout the 9-10-month process.

Chair DuBois: Adrian, did you have something? This idea of telescoping up and down and having a large community meeting and then having a smaller work group for certain issues makes a lot of sense to me. I'm just concerned that this is just three or four large meetings so I just...

Mr. Keene: First of all, we're – if we were to think about the stages themselves, ok? This is saying that this next quarter, which is basically the second quarter of the year. It would be focused on basically, the problem definition and evaluation framework. One of the questions that get to be -- is whether or not the design of the whole process in – beyond the workshops – the workshop, needs to be done now or if that's something that can grow out of that stage, based on what you see. I want to give you a couple – I mean, I've been doing this for 40-years. I've been on like a zillion task forces and trying to think about which ones were successful. Citizens Advisory Committees – which ones do less so. I think that there's – I think a few points that I would make are – I'll try to say it carefully because I don't want to have anything I say sound negative because there's a really clear value. Number one, elective representatives appointing a task force can be done to provide political cover at times for decisions. It can be done to expand, as Gary said, the represented government goal so in one sense, you guys are four people, the Council's nine people. You expand – in one sense, you are sort of delegating some of your represented – not your direct democracy, your representative response there, in some way to get that. Now, to do that effectively, usually involves that almost any design on a task force like that, expands and takes more time than the original plan for what

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it will take. I mean, even on something as simple as the – I don't want to say simple – the infrastructure plan, where we had a defined problem. We had it quantified and we said let's just put together a task force to work on that to propose how we could fund it and what we should do. I'm trying to remember what it was. I mean, we had ultimately five Staff people supporting for an 18-month period, a process that broke into subcommittees. For them to be able to do their part – I can't remember what we had, 30 some meetings and all sorts of follow-up. The ability to stay on track also is something that you need to be careful about too. I do think at most – I think it makes sense because there are some telescoping and some way to deal with it but I don't see – and here's the other thing, which is always true. Which is ultimately, the representative role comes back to the City Council. It doesn't matter whether there's a representative group you appoint, they also then become insiders over time and you – that doesn't mean they all reach an agreement. So, the decision ultimately has to come back to you guys, to be the ones to make the choices. I would just say that if you could keep the fact that you are going to have to make some challenging choices, this is about having (inaudible) the community really understand the trade off and how do you get to that in a meaningful period of time. I think that will be really important and I do think that the Committee meetings, the interface with the other outside parties are going to be key because we're not doing this in a vacuum. I mean, we're going to need what VTA does or what Caltrain is going to be informing us and telling us what to do. You want to ultimately have the Council make a decision when -- before the sands and the hourglass has run out on some of our options as far as funding and things.

Chair DuBois: We're almost an hour in. If it's a good time, I thought maybe if there are any members of the public that want to speak, you should get your CAARDs in. I have one speaker right now which is Adina Levin.

Adina Levin: Adina Levin, Friends of Caltrain. Happy to contribute in terms of helping to get the word out and working with CAARD and others as appropriate. I want to just toss in one fairly narrow thing into the discussion. Based on Menlo Park's City Council's discussion last night about grade separation options for Ravenswood and potentially a couple of other streets. There was a lot of discussion with a lot of heat and less light that would have been ideal about the topic of passing tracks. Which is something that is – causes concern in consternation and is also really related to the potential effectiveness of Caltrain as a transportation system for the coming decades. I would just like to encourage – so it's going to be mentioned and it should be included in the curriculum here, somewhere, regarding that topic so that people understand it and so that people understand it with regard to what

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the options and what the meaning is of all the options. I guess secondly, I would like to support what one of the Council Members mentioned in terms of the flushing out of the financial section of this. Which is not only a technical item about how you get it paid for. Especially if it touches land use and it touches values capture because that becomes real intermittently involved with the City's land use decisions as it relates to the Comp. Plan and implementing the Comp. Plan. These are very sensitive and strongly felt issues within the community. I would recommend having that be – not just here's a – you know, we're going to bring in Deloitte and have them tell us – that would not have the desired outcome. That needs to be baked into a community process to contemplate what the options are and what is preferable in terms of the trade-offs. Those are the two points. Thank you.

Chair DuBois: Next speaker, I guess is Nadia Naik (inaudible).

Nadia Naik: Hi. Good morning everyone. I think – I mean, I'm hearing the consignment on both sides. On the one hand, how do we wrangle the beast of having as many people involved as possible and on the other hand, how are we having some kind of subset of the community that helps in this sort of shared decision-making process? I don't – I'm still really unclear how you're able to have continuity of conversation if you don't have enough representatives of the citizens – talking to the citizens more regularly than just having then attended meetings. I would say simply from a scheduling standpoint – CAARD would be happy to certainly help at any presentation but we'll have to talk to Staff because, for example, I'm out for at least a week now because of spring break. I'd also like to point out that based on this schedule, most of the community meetings would be happening at about the time when everybody leaves for summer vacation. If you're trying to get a big section of the community, that's probably not the ideal time. I know there's never a great time but doing it the middle of the summer is really not a great time. It will – our personal schedules at CAARD will probably impact that schedule so I'd just throw that out there. I do think that we have to still keep our eye on the ball when it comes to the High Speed Rail conversation and we have to show more leadership frankly, in how we deal with VTA and some of these other things. This idea that VTA will then tell us how money is being dilled out and what happens. I don't need to tell you guys, the elected leaders that we have a direct influence on how that works and we should be having the Council Member lobby whoever they can, whenever they can about things like how Caltrain is involved? What's happening with High Speed Rail Alternative Analysis? Why are they looking at a third track? Does the third track make sense for Caltrain but also the entire VTA process. That's it, thank you.

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Chair DuBois: Last speaker is Elizabeth Alexis.

Elizabeth Alexis: Hi, good morning. First, I want to – there's some good news. Just – I ran into some people this weekend who without really prompting, gave some kudos to the City; talking about our grade crossings. They were not talking about the fact that we can go over or under ones that we didn't use to be able to because we have obviously not done that. They were talking about the lead that the City has taken on some of the safety issues around the crossings. Not only do they appreciate the actual safety measure but they appreciate that the City just sort of stood up at some point and said we're not going to sit back and wait for people to help us. We are going to take an affirmative lead. That sort of pushes me into – we're talking a lot about the detail and the engagement here but I think we need to step back for a moment and what are we doing here? I think that leads to how we do it. I mean, this is a program about – I call it Palo Alto connections program. How do we connect the City? How do we make that safe? How do we look to the future here and in doing that? I think we're all afraid to get into some 5-year process but the point of CSS is that that's supposed to help you avoid that. By making this very structured decision process. I mean, I think we see the role for both – I mean, I think a minimum of (inaudible) community meetings. I mean, I think on that side, I think the City is actually underestimating that. They are a couple of reason so you have to identify them. I mean the first one is just this awareness. That's a chance to flier and invite everybody and that this is going on and this is happening. The second one is part in kind of an EIR process which is the scoping process, which is to make sure that we know about all the things that are going on. Then the third one is important because this is part of the structured decision-making process, which is that – I look back at successful processes in Palo Alto and I think the library program to reinvigorate all the libraries was one of them. One of the first decisions that got made and maybe wasn't so explicit, was do we do one big library like Menlo Park or do we really stick to the system of five local ones. That decision was made in a series of different ways. I mean I think there was a survey, it was made through the Library Advisory Commission, there were public meetings and the Council – Can I? Ok -- was able to come to this consensus. It wasn't – everybody in the City was there but it was a first decision that then allowed you to more forward and make other decision and then, later on, oh, my god. What are we doing five? Well because we went through this thing and so I think these meetings are really important to going – and there may be decisions that have to be verified. We have assumptions about eminent domain for instances. There are people who feel very strongly that we can't have any or there are some who – why would you take that off the table or

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whatever. People don't even know all the rules in this. I mean, I hear all sorts of crazy things. One important role would be to go and talk to people. What do you think about this? Is this something that is an absolute? Is this a trade off? Is this – where is this? That would be – but in order to even know to ask that question, you have to have a group together which is thinking about – I mean, one of the most important roles, I think, of a – we'll call it a Technical Advisory Group and we can talk for a second what that – maybe we can expand what that is but they have to think about these questions. They have to sit down and think about what are the things that we need to decide before we move to the next step because if this is a deal killer, we shouldn't consider any – this – we should do that and you don't even know the question to go to the community and check in until you have that. In looking at the Technical Advisory Group, I mean, I think it should have community members and I think you guys could be on but I think it has to be more than just you guys because you guys are specifically – you don't represent districts. You represent the whole City. Well, you need some people on there who are really like well, wait a minute, in my neighborhood blah blah blah, right? You need both of those kinds of things and I know it's hard to do that and how do you appoint those. I actually think it's going to be more recruiting because there's going to be a lot of meetings you have to go to and you have to do some other things but we need a team. I mean there has to be a team with people's names on it. Who are – who's names are next to the (inaudible). When you finalize these evaluation criteria, whose name is there so when they go back and assess it against the criteria, they made the criteria. The final thing is just yes, I think it has to come to Council but the Council at some point is going to have to get comfortable and trust this process so that when it comes to Council, it doesn't get thrown out again and that's – it's this process up front. It's hard but I think it's worth it.

Chair DuBois: Ok.

Mr. Keene: Can I say just one thing Mr. Chair? I don't think we want to lose sight of the fact of what Josh tried to do here, which is one, to acknowledge that our Staff team who, to be honest, is the most fundamental component to our ability to support this process. Beyond the consultants or whatever, I mean they are the real interface between the Council and whoever else we bring on. Endorsed and agree with the outline for the CSS process that was presented at the last meeting. Also, acknowledge that having a – this period of time where the problem definition is explored without the presupposition of solutions or alternatives from us and that would take place over this next three month. That's what we need to get an ok for to get going. In truth, even a conversation that I've been either contributing to, helping or

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misdirecting here, can – in my view can happen in parallel to us getting the ok and proceeding in this phase here. I'd just like to ask you to think about that because I know Josh is...

Mayor Scharff: So, what actually want us to do today? I was going to ask that question. You want us to approve what? What are you asking for?

Mr. Mello: We would like to start work on Stage 1, which is shown on the – Task 5 schedule.

Mayor Scharff: So, it's the stuff in blue? That's what you want approval for today?

Mr. Mello: We have a hold on Mitchell Park Community Center for May 5th...

Michele DiFrancia, Mott MacDonald: 13th and 20th.

Mr. Mello: May 13th and 20th so our goal would be to try to do it before school is out.

Mayor Scharff: You want to do a community meeting on May 13th?

Mr. Mello: That would be the goal. Is to – one of those dates.

Mayor Scharff: One of those dates?

Ms. DiFrancia: (Inaudible) (crosstalk)

Mr. Mello: One of those dates. They are both Saturdays and it would be an all-day forum that would tackle the things that are shown in the dark blue there. Establish the project – the program background, give people a little bit of history on the rail corridor, talk about the planning work and the design work and feasibility study that was done previously. Look at what other communities are doing and then Nadia had a really great idea, that we look at our existing grade crossings and grade separations. Do kind of a visual walk through? I don't think we could have an actual walk through because we would have to bus people from the site but I think we could do a visual survey and overview and get people's opinions on what works and what doesn't work at the current – the existing grade crossings and then the existing grade separations at Embarcadero and Oregon. Then the second half of that meeting would be working on the problem definitions or what is the problem that we are trying to solve? We haven't really talked about that in detail and then finally, we would start to develop the evaluation criteria. The evaluation criteria would also include a discussion of who's going to

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make the decisions and who's going to evaluate the alternatives and how that will work. Then we would come back to the Rail Committee after that but we would also be discussion this throughout the 3-month process with the Rail Committee as we got up to that community meeting. I think it would be great for the Rail Committee to host that community forum and for all of you to be able to attend.

Mayor Scharff: We should look at our calendars for the May 13th or the May 20th, right? That would be the first step.

Chair DuBois: You're saying it's 3-months but there's one meeting. What else happens in those 3-months to help us define the problem?

Mr. Mello: Well, April would be planning for the meeting. Making sure we get all the outreach – necessary outreach done. There would also be the finalization of the community engagement plan, which is that high level looks at resources that we would allocated to community engagement. We do interviews – strategic interviews with – probably with neighborhoods immediately butting the rail corridor. Just kind of an introductory interview with Caltrain and the CPUC and some of the people that could potentially sit on the technical group. April would be spent working intensively with CAARD and PPS and the program team to develop the programming for that community meeting. Then half of May and June would be distilling what we heard from the community meeting. Then preparing materials to return to the Rail Committee and City Council for the endorsement of the problem definition and the evaluation criteria.

Council Member Fine: Thanks, Chair. I mean I would be comfortable with endorsing most of this today. I have two questions and one recommendation. One, can you give us a bit of an idea of how the TAC relates to this and what their role is? Are they working on defining the problem in parallel or are they kind of providing technical parameters that are in the field or not?

Mr. Mello: The TAC – who's on the TAC and what it looks like would directly depend on the problem definition and the evaluation criteria because we don't what the problem is that we are trying to solve. We think we do but out initial idea about the TAC is that it would be folks like CAARD, Friend of Caltrain, the Peninsula Corridor Joint Powers Board, VTA, the CPUC, the Public Utilities Commission. We'd like to try to get UP on but they are very difficult to get – to reach out to. This would be a group of professional and advocates who are very familiar with rail design and rail operation and roadway operation. They would serve as the – kind of the reality check as

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alternatives are developed and will this work technically. Is this potentially finance able through existing resources; those kinds of things.

Council Member Fine: I think that could be a helpful role. What I was a little worried was when you said after we have the problem definition, that's when we choose the TAC I'm worried about starting this circular process within a process. That the TAC is going to be defined by the community workshops and the problem definition they've put forward. Is that helpful or should it be a parallel track or should it not exist at all actually.

Mr. Mello: I think it would be somewhat of a parallel track. I think we could start to coalesce the Technical Advisory Committee but we wouldn't know who we actually really need on until we had the problem definition and the evaluation kind of framework.

Council Member Fine: Then the comment to my colleagues is if we do go ahead and endorse this or some form of this, I think it's incumbent on us to kind of stick to that process. Support it as much as we can and then not go adding other processes. Whether it's a task force, a Citizens Advisory Committee, and another working group. I think it is important given the time crunch here and our Palo Alto process that we kind of stick to something.

Mayor Scharff: I'd support that too for the most part. I'm a little stuck on this problem definition as well though. I don't understand why Staff hasn't defined the problem. What do you mean we don't know what the problem is? I mean, what – I'm not – I don't mean that in a negative way, I just – the problem is we need grade separations or someway to transverse the east/west. I mean how else would you define the problem? Give me different alternatives in your mind of how you would define the problem.

Mr. Mello: I'll let Gary kind of build off this. If you're – Gary, if you're still there, I'd love for you to jump in after this. Ok. I see it playing out as a much more detailed problem definition. This is very hypothetical, (inaudible) Churchill Avenue grade crossing experiences 'x' number of collisions per year. With the introduction of twenty additional trains, we anticipate that it will experience 'y' number of collisions. There'd be a series of problem definitions for each of our existing grade crossings and then there's probably – we all know there's definitely a problem around circulation as a whole, within the City, when those grade crossings start to be down more often. I think it would be a much more detailed – we all think we know what the problem is but this would be qualifying what the actual problem is with numbers and data.

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Mayor Scharff: Ok, so that's helpful. That's really helpful.

Mr. Toth: Yeah, and I – it's Gary. I think that's a part of it. I think the other part of it is that you want to create a shared perception of the problem. The City of Palo Alto – the fact – my guess is that if each of you were -- (inaudible) in that room there now, where to write down what the problem is. You'd probably come up with ten or twelve different variations of it. So, what you – and the same goes for the community. What you want to do is create a shared perception before you move ahead because you might have one problem in your head and the community might have another. That's one (inaudible) and then let me just (inaudible) talk about what a problem definition could be. That is that it's not that you need grade separations, it's that evidence points the fact that you need them. The problem is that Caltrain has told you that you are on your own, you got to – right? They are not going to do it. They are not going to do all of them. They are not going to any of them. You have to find your own money and then part of the problem is that money is limited. You're limited to – what was it, \$750 million? That has been allocated, that the problem is that there are three other communities that also have issues. There's not enough money to go around. The problem – part of the problem is that you've got a deadline, right? That if and the fact we are – Palo Alto is not ready to make its case for at least one of the grade separations to go first. Then you might go back to ground zero. I mean, I think those to me, are where you've got to get a shared perception with your community on. Does that make sense?

Mayor Scharff: It does. You're looking for us to move forward on – so, would it have been (inaudible) of me to move forward on this stuff in blue, is that really what you're looking for?

Mr. Mello: Stage 1 which is shown in blue.

Mayor Scharff: Why don't we say the Motion is for the Rail Committee to authorize you to move forward with Stage 1, alright? Alright, I'll make that Motion.

MOTION: Mayor Scharff moved, seconded by Council Member Fine to direct Staff to move forward with Task 5 (Context Sensitive Solutions Alternatives Analysis), Stage 1 (Ongoing Outreach).

Mr. Keene: Can I just say that there are going to be things within this that obviously need more detailed development but we do have one suggestion right now specifically, which would be good if we do settle on this. Would be the date for this workshop, do you know what I mean? Since we've identified

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this.

Chair DuBois: I'd like to make some more comments first.

Mayor Scharff: Well, I made a motion, do I have a second?

Chair DuBois: (Inaudible) second?

Council Member Fine: I'll second it.

Chair DuBois: Looking at this thing about project context. The other thing that I would add and I'm sure it's going to come up in the community, is just noise and environmental impact so if you could work that in. I have a question for Gary. Gary, do you have an example of structures that you've seen on other large infrastructure projects in terms of community engagement and this telescoping idea?

Mr. Toth: Well, yes. Mostly the Citizens Advisory Committee but is Scott in the room? Alright, well I'm sure CirclePoint – that's what they do for a living, right? That's 40-hours a week, 52-weeks a year. I mean the definition – there's no one fixed definition of a Citizens Advisory Committee. I guess I don't know that I can give you one and say this is it.

Chair DuBois: Ok. I do have a little disagreement with that I think Adrian said because I – locking onto the process right now, I think it would be a mistake. I thought what we were hearing in the conversation was that we should go through this and be flexible and if we see it's not working then we need to adjust. What I propose is after the May workshop, we would involve PPS in evaluating the community feedback and maybe get a recommendation about community engagement and see how that's going. The part I'm still concerned about with just workshops is that we developed this evaluation criteria and then we have a third workshop where people evaluate options and it's not clear to me – again, if it's a new group of people, how they are going to be able to do that? I would like to keep on the table that when we get through multiple workshops and we get down to that final couple of months stretch, that we might again, consider a task force. It may become really clear that there are a handful of people that are very active in these community meetings – went to all of them and we would value their input.

Mayor Scharff: Let me just speak then to what the Motion was.

Chair DuBois: Yeah.

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Mayor Scharff: I wasn't taking anything off the table. I was just saying that on this stuff in blue, let's go do this. I agree, let's evaluate how our community workshop went. I mean (crosstalk)

Chair DuBois: Yeah. All I'm saying is specifically, let's involve PPS in June after the May workshop.

Mayor Scharff: You want to – I'm not saying we shouldn't do that. I'm just saying – are we going to have another Rail Committee meeting before May, right? I thought we'd authorize this and we'd have another Rail Committee meeting. Do you want to add something to this, is that...

Chair DuBois: (Inaudible) but yeah.

Mayor Scharff: Do you want to say, let's make that decision to add PPS now? I mean I'm not actually opposed to that but I would – I sort of want to hear from Staff on that.

Mr. Mello: PPS will be involved in the planning for the community workshop so we can certainly bring them when we update you on the outcome and the feedback that we got from the workshop.

Mayor Scharff: And PPS is Gary Toth, right?

Chair DuBois: Yeah but I'm talking about after the workshop.

Mr. Keene: Can I – I just want to add to this that the community workshops really are – particularly this first stage, is the fastest way to get it out to the public and have some scale and scope. Even if it's disappointing the results. That shows us something and I recognize that that can't stand on its own. What we are really saying is that we would work with – CSS would work with us along with CirclePoint to design what the next structure or process would be that could link things together. We actually have some I think, interesting ideas on our Staff about that, that would be different than usual but would be a way to potentially link people through the process. I just think one thing that we want to keep in mind, that there will be – well, let me just leave it at that. We're supportive of that and I just think that we should think about some fresh ways of doing this. For example, there may be – we may learn a lot by who shows up to the community workshop. Both as far as identifying people. There may be ways that people have a general interest. Some people may have some specific interest or expertise. There may be some way to enlist people there in even some different ways that are – whether you've got a power user who wants to be involved versus somebody

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occasionally. I mean I think we need to think about this as a campaign in some ways and not just sort of come together for a meeting.

Chair DuBois: Yeah and it's only a month away so I think today's the day to decide. Not to put this off to another meeting. The other thing, again, if we are talking about the next three months. I'd really like to see a better layout of meetings scheduled; particularly, the TAC meetings. Again, if we are going to involve agencies and things, I think we need to put a schedule out there and start to get on people's calendars and I think we talked about this last time but there may be some groups that aren't necessarily part of the TAC but are invited to certain meetings. Maybe that's the way we should think about Union Pacific. Pick one or two specific meetings and really ask them to go to those particular meetings. Again, this is an aggressive time schedule so hopefully, on – at the next rail meeting, we would have a more definitive schedule. Then the last part of this is again, back to the budget. If we do this community workshop, we evaluate the feedback and we decide that we do want to try some other things. I'm a little concerned that we're going to run out of money and when we get to the end, we're going to be locked in. I don't want to see use get locked into a plan that's not working the way that we want it to work. In terms of the motion, again, I would just -- I would ask that we involve PPS evaluating the feedback in June and that we get a TAC meeting schedule put together.

Mayor Scharff: That sounds reasonable to me. Does Staff have any concerns with that?

Mr. Keene: Well, yeah, no. I mean obviously, we would be doing the work on the TAC and going back. I mean, we don't need your direction to that and I don't mean that disrespectfully but it's very clear that you're identifying that that's important... (crosstalk)

Chair DuBois: (Inaudible)

Mr. Keene: ...and we will report to you.

Chair DuBois: This is the schedule that we've been presented. There's three...

Mr. Keene: No, I know but it's – this is generated in the past 10-days. I'm just saying that's all.

Chair DuBois: I'm just saying there's a mismatch.

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Mr. Keene: Yeah, we'll do it.

Chair DuBois: Thank you. Any other comments? Eric? No. Ok.

Council Member Filseth: I can't do the 15th.

Mayor Scharff: So, let's to the 20th then.

Chair DuBois: I think I can do both.

Council Member Fine: I can do both. Is it – I can't do the 20th in the afternoon – late afternoon.

Mayor Scharff: When are we going to start the meeting? When do you need to leave?

Council Member Fine: I think I have to leave at 3.

Mr. Mello: I have a Red Sox game to go to that evening...

Mayor Scharff: (Inaudible)(crosstalk)

Mr. Mello: ... but that's not till 4 so yeah, we can do – we'll do just before lunch and then right after lunch. We will break around 2 o'clock if that works?

Mayor Scharff: Yeah. Good. 2 o'clock is better.

Ms. DiFrancia: 10 o' clock to 2 o'clock?

Mr. Mello: Like 10 o' clock to 2 o'clock. 2-hours in the morning and then (inaudible)(crosstalk)...

Mayor Scharff: 10 to 2 sounds good.

Mr. Mello: ...(inaudible). We don't want to keep people too long. I think that...

Mayor Scharff: Nobody wants to stay that long.

Chair DuBois: How is this going to be promoted?

Mr. Mello: By all means necessary. I think I'll be knocking on doors – at houses along the rail corridor...

Mayor Scharff: (Inaudible)

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Mr. Mello: ...personally and we'll do some very intensive outreach to get people to turn up.

Mayor Scharff: Are you going to do it for all four rail crossings?

Mr. Mello: Yeah. We start at the high level and then we may end up zooming in as we move along but that will be determined by the problem definition and prioritization.

Mayor Scharff: You should definitely send it to – at least notices to everyone who is within 500-feet of a rail crossing. I think that's really important. Wider? That's fine, I was just thinking that at a minimum.

Ms. DiFrancia: (Inaudible)

Chair DuBois: Maybe along the rail corridor.

Mayor Scharff: Alright. We could do 2,000-feet, I don't know, we'll figure it out.

Chair DuBois: A half mile (inaudible). I don't know if we want to – we can vote on the motion. All those in favor? Great.

MOTION PASSED: 4-0

Mr. Keene: We could that in an invitation that says don't get railroaded into a future you don't want.

Mayor Scharff: That's pretty funny.

Chair DuBois: Let's have some fun with it.

Mr. Toth: Hey guys, I'm wondering if I could offer an additional observation or (inaudible) talked about before. It's going to be – I know you know this but in recognition of the fact that it's going to be really important to be transparent with your stakeholders and your citizens. One thing that I might put out there early and in – however you first contract the community, is that you're – you know you need to engage them. You're struggling to figure out the exact (inaudible). (Inaudible) conversation that has gone on today (inaudible) today about Citizens Advisory Committee or not. Will that complicate things? Will that take too long and you might just – before they catch wind of the fact that some bodies organizing the Technical Advisory Committee, you might (inaudible) perception that there they go again. They're off with their – you know – and so, yeah. Figure out some way I

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think to (inaudible) up front and maybe even during those interviews that somebody described before as a first part of the process, you point out that we want to solicit their input as a community. How do we best do this because we are worried about losing access to that money?

Interagency Communications

None.

Next Steps and Future Agendas

Chair DuBois: Ok. I think we could quickly talk about agendas and upcoming meetings. I thought last time we'd said that we wanted to meet every 2-weeks. Do we actually want the Rail Committee to continue to meet every 2-weeks and will Staff be able to support that?

Mayor Scharff: I was going to say, we didn't agree to that, did we?

Chair DuBois: I thought we did.

Joshuah Mello, Chief Transportation Official: I think there will be periods where we may need you to meet more frequently but I don't think we're at that point yet and I do think the next meeting, we may need to talk about High Speed Rail and the scoping process for the environment. I would recommend that that be on the agenda for the next meeting.

Chair DuBois: Ok, so right now we're saying that we're going to go back to monthly but the next meeting is 2-weeks away from today essentially.

James Keene, City Manager: Let's do that and maybe we treat it like the Council as a – I mean – each check in or whatever or went through the Chair if we need a special meeting in a 2-week interval. We will do that.

Chair DuBois: It gets a little rough though. I mean, we can try but...

Mayor Scharff: We need to agendize that. (Inaudible) talk about.

Chair DuBois: Yes. The other thing was at the LPG meeting last week or it was 2-weeks ago now. The Cities agreed that they want to send a letter into Union Pacific and it's being worked on so that's just a heads up to Staff that that will be coming in. Then I guess we want to agendize it on the next Rail Committee meeting. Hopefully, we will have a draft that we can approve at that point. This is to just basically ask that a third-party freight operator allows flexibility and grade changes. The other item I want to bring up was

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apparently Atherton's got a commitment on electrification to use the center poles, which are kind of less of a profile for the City. Also, commitment about tree cutting on the corridor and I wanted to discuss whether we can get that same kind of agreement or where we are on the electrification design through Palo Alto. Then you said you we will likely have High Speed Rail on the agenda as well, right? Great.

Mayor Scharff: Can you maybe, at our next meeting, at least go through with us what you expect at the community meeting? What are the topics? What is the agenda is going to be? How is the day going to look?

Chair DuBois: Ok, I guess with that; anything else? Alright.

Mr. Keene: The next meeting is actually (inaudible) Wednesday, April 19th? (Inaudible)

Mayor Scharff: We're meeting Wednesday, April 19th at 8 AM, right?

Chair DuBois: I don't have that on my calendar.

Mayor Scharff: I didn't either. (Crosstalk)

Mayor Scharff: So, we have it on the 26th?

Chair DuBois: Yeah.

Mr. Keene: So that's 3-weeks.

Mayor Scharff: Yes, I have that on my calendar.

Chair DuBois: Alright thank you. Meeting adjourned.

ADJOURNMENT: The meeting was adjourned at 9:24 A.M.