



## MEMORANDUM

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to Nieves Castro, Project Manager, Caltrans District 3 Planning

from Joan Chaplick, Public Involvement Specialist, MIG, Inc.

re SR 99 Soundwall Community Safety and Enhancement Project  
October 18, 2010 Meeting Summary

date November 23, 2010

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### Participants

Terri Bridges, Caltrans Headquarters  
Larry Brohman, Caltrans District 3 Planning  
Nieves Castro, Caltrans District 3 Planning (by telephone)  
Bobbe Dworkis, Sacramento County Neighborhood Services  
Eva-Marie Gordon, Caltrans Excess Lands  
Hilary Gould, Sacramento County Neighborhood Services  
Derrick Lim, City of Sacramento Neighborhood Services  
Ray Lopez, Caltrans District 3 Maintenance  
Jacob Pace, Caltrans District 3 Surveying  
Ed Philpot, Caltrans Headquarters  
John Wells, Caltrans District 3 Maintenance  
Joan Chaplick, MIG Inc.  
Nicole Lewis, MIG Inc.

### Welcome and Meeting Purpose and Outcomes

Joan Chaplick welcomed meeting participants and invited a round of introductions. The meeting was hosted by Headquarters staff involved in the oversight and management of the Public Participation and Engagement Contract, Terri Bridges and Ed Philpot. The purpose of the meeting was to conduct final review of October 25 community meeting materials and prepare for the workshop. The group also checked in on pending community outreach tasks to determine any other outreach needs before the community meeting.

### Review Community Meeting Materials

Eva Gordon gave an update of the overall project status; she met with two senior appraisers and the division chief, Jim Appleton, to discuss the project. It was determined that they will sell underlying fees for \$1, the same price for which they were purchased. Caltrans has decided to

forego a formal appraisal of the property and will add a memorandum of agreement to the deed to forego. Division Chief Appleton will sign the memorandum.

Caltrans cannot accept cash or personal checks for payments. Instead they must accept a money orders or cashier's check. Since the costs of getting a money order or cashier's check exceed the \$1 cost, Caltrans will forego taking any payment at all.

Ed Philpot asked people to call him in the event of running into any kind of proverbial roadblocks. Ed expressed that he supports any measure that allows the process to move forward in an expeditious manner. On that note, Joan shared that Nieves and Jeff Pulverman have been working behind the scenes to make sure the right people with decision making authority have been involved. She shared that the Delivery Hour Meeting on October 11<sup>th</sup> was successful and helped to advance the project.

Eva sent the contract and plan to Headquarters Legal in September where it underwent additional review from staff who had no knowledge of all the reviews and revisions that had been accommodated to date. The resulting document, and particularly the limiting conditions section, is very different than what District 3 Right-of-Way sent originally. The new language is very general with any kind of specific language regarding limiting conditions removed. Eva's supervisor sent a letter requesting legal opinion, believing that what District 3 originally sent gave the appropriate level of guidance to the community.

One team member asked if it was possible to create a handout or guidelines that include more specific direction. Eva pointed out that when the title transfers over, guidelines do not follow. Language in the contract, on the other hand, will follow property in the event of transfer. This is why it's important to include specific language in the contract itself.

Derrick Lim asked who a property owner calls to determine whether or not what they want to do on their land is permissible. Apologetically, Eva confirmed that this issue had not yet been resolved, but added that it will be by the following week. Because Friday is a furlough day, MIG will work with Eva to make necessary changes to the community meeting PowerPoint Presentation and other material on Thursday or the following Monday morning, depending on what decision is made.

#### *Meeting Preparation Items*

- Project team members need to arrive at 5:30pm for set-up. MIG will facilitate and take notes. Child care and food will be provided
- Postcards announcing the meeting were mailed last week from Oakland. Hilary has been reaching out to residents and property owners. It is estimated that there are about 45 property owners who live in the affected corridor, making up approximately 25 percent of these residents.

- We will have 25-30 packets of project materials available at the meeting. Packets include the meeting agenda, FAQs, four maps showing the different project phase areas, and a step-by-step guide for purchasing properties.
- Packets and the presentation will be translated into Spanish.

Joan reviewed the community meeting agenda and ran through the preliminary PowerPoint presentation. She noted that Eva's portion of the presentation may have some revisions.

Joan clarified that Caltrans will fence properties along the corridor with recycled chain link fencing. Property owners have the option to change out the fence in the future. Ed requested that Joan clarify this point in the community meeting. Rusty will check to see if Caltrans has other types of fencing available to use.

From what Ray understands, installation of fencing will begin in January, weather conditions withstanding. Eva reported that properties will not be transferred until the fence is installed.

Eva shared that Headquarters wanted to make it very clear to everyone that it is not a given that CTC will approve this. Eva relayed that part of her responsibility as an Excess Land Agent, when turning sales packets in to the agency, is to word them so that it is clear to readers that sales will be beneficial and should be approved. Based on Eva's materials, Headquarters believes the material is clear in this regard but wants to reiterate the importance of making this clear. The sales packets are on schedule to be completed six weeks prior to the CTC meeting. The first deadline is December 8<sup>th</sup> with subsequent deliverable deadlines preceding from there. The goal by February is to have the first phase completed and documented.

Bobbe suggested changing the workshop so that the PowerPoint Presentation is more conversational. For example, she recommended changing the title of the slide, "Limiting Conditions" to "What I Can Do on My Property."

In terms of the landscaping guidelines developed for the project, Caltrans will review MIG plant list by end of day today (Monday). MIG updated the list of plants recommended by Caltrans Landscape Architects taking cost, ease of maintenance, native species, water use and plant availability into consideration. Assuming a timely review, handouts will be ready for the community meeting on Monday. Caltrans has recommended the use of ivy or including an appropriate vine as groundcover and that can grow on the soundwall without compromising its structural integrity. MIG did not highlight this plant since it is invasive and not native, however, none of the materials will say it is not recommended. Homeowners are still free to plant what they choose.

The Team decided it will provide a brief welcome in English and Spanish to help create a comfortable environment.

Ed Philpot asked if the City has given any consideration to doing the same thing that Caltrans is doing with this project as a way to address issues along the soundwall right-of-way and in adjacent alleyways. Derrick responded that formal abandonment of these alleyways is a possibility. However, there is a formal process, and this process requires collective agreement among community members. The City has processes in place that allow nearby property owners to pursue this themselves.

Derrick's understanding is that the focus of this project has been specific in scope. Looking at City land as part of this process would take a lot longer and would delay this process. Eva envisions a table in the back of the workshop meeting to work through contract details with property owners.

Eva expressed slight concern about the possibility of overwhelming community members with the size of our team and suggested informal attire as a way to blend in a bit better. Joan assured the group that while PDT members may outweigh property owners and residents in attendance, it is better to have the right people available for meeting support. This is the first time we are holding a meeting of this nature, and it will be good to have resources at our disposal to answer all community questions.

MIG will buy meeting food from La Esperanza on Franklin Street, a popular market in the community.

### **Discuss Outreach Activities**

Mark from the Public Information Office joined the meeting by phone and inquired about how the public outreach process was being conducted. In response, a list of activities was provided. Hilary Gould is knocking on doors and meeting with people in the neighborhood. Postcards were also sent in the mail -- if community members are property owners, they get postcards from Caltrans. Hilary is also providing postcards to people he meeting going door to door. This brought up the possibility that the Sacramento Area Media will be interested in the project. Joan and Derrick both agreed that the project is in too early a stage to involve the media. Derrick suggested bringing media in when fencing is installed for Phase 1. Joan agreed that this will be an important milestone and that media involvement will be most beneficial during this stage.

The Team discussed timing of the upcoming community meeting and explored the option of delaying the meeting until appraisals are complete. Eva commented that one of the problems with waiting until all appraisals are complete is that, if we do wait, the meeting will need to be scheduled around Christmas. Unfortunately, this timing does not work.

Joan suggested that Caltrans hold "office hours" for property owners as a way to consult and negotiate with them after the Caltrans on-call outreach contract with MIG has expired (Feb. 28, 2011).

Jacob confirmed that the surveying and appraisal process for Phase 1 will serve as a template for all other phases. Once Phase 1 is complete, this process will move much quicker for all other project phases.

### **Next Steps and Next Meeting**

Team members identified the following next steps and action items to take place in advance of the next team meeting:

- Determine who a property owner calls to find out whether or not what they want to do on their land is permissible (Eva)
- Check to see if Caltrans has other types of fencing available to use (Rusty)
- Finalize landscaping guidelines and plant list (MIG/District 3)
- Update PowerPoint based on project activity prior to meeting (MIG)
- Send Team an electronic version of the community meeting postcard (MIG)
- Make contact with property owners in all project phases prior to community meeting (Hilary)
- Update project website with community meeting announcement, an updated slideshow, and other updated materials as needed (MIG)

**Next meeting date:** Monday, November 1, 10am to 12pm. Caltrans District 3, 2379 Gateway Oaks Drive, Sacramento. The meeting agenda will include debrief following the October 25 community outreach meeting.