

**Caltrans D3 CSMPs Stakeholder Consensus Facilitation Project**  
**Team Meeting Summary**  
**July 9, 2008**  
**1:30 – 3:30 p.m.**  
**2389 Gateway Oaks Dr., Sacramento**

**Participants:** Arthur Murray, Alyssa Begley, Rick Helman, Marlo Tinney, Jeff Pulverman, Andrew Brandt, Will Schilling (Caltrans D3), Ed Philpot, Aaron Cabaccang (Caltrans HQ Planning, Aaron by phone); Nancy Kays (MIG).

**General**

- Nieves Castro will be the new project manager for the U.S. 50 corridor.
- The final District 3 CSMP Corridors map is now located on the FTP site under "All Corridors Map."
- The process graphic is completed and on the MIG ftp site for everyone's use.

**Brochure**

- The brochure is now finished and MIG will order 400 copies to be offset-printed (unless there is a price break by ordering 500. Nancy will check).
- 40 copies of the brochure will be printed on the MIG-Berkeley laser printer and delivered to District 3 for the Proposition 1B meeting to be held on Tuesday, July 15.

**I-80 Working Paper 1**

- MIG has made a round of changes to the InDesign version of the working paper, and there will be one more round before it's complete.
- Rick and others will send final comments and photos so MIG can complete the formatting.
- Other comments – add a key for the table colors, for example on Table 3.1.
- Will Schilling will coordinate with Steve Cheadle at MIG about setting up a format for the working papers that will easily accept the Word documents.
- Nancy will e-mail the final I-80 "call-outs" to the team. These are the summary statements that will be featured in text boxes throughout the working papers, usually just a sentence or two.

**Other Working Papers**

- The working papers for SR 49 and SR 65 need to be re-uploaded since some of the text has changed. As soon as they are re-loaded, MIG can start the design process.
- There will be no Working Paper 5 for any of the corridors.

**Photos**

- The resolution of all photos used in the CSMP process should be at least 300 dpi (roughly 200-300 MB in file size).

- Caltrans staff will take or find the photos they need for future working papers, keeping these standards in mind. They'll need to upload photos and captions when the working paper is ready for formatting.
- Will Schilling said he would take new photos.

### **CSMP Website**

- Nancy will check to see if we can tell where the hits are coming from.
- The group approved the website text that was sent out for review before the meeting and modified by Jeff, and the go-ahead was given to load it up and activate the website. Nancy will let everyone know when it is ready for use.
- There will be three features on the home page, that will be added when ready (Bruce will send the text to Nancy):
  - The Lincoln Bypass Groundbreaking
  - The Yolobus Vehicle Locator
  - U.S. 50 CSMP Newsletter
- RTPA logos will come later, if at all.

### **PowerPoint Show**

- The template and content for this aren't needed until November or December.

### **Schedule**

- Jeff passed out a sheet of CSMP Deadlines, which he will also e-mail. For each corridor, it gives deadlines for each working paper and the CSMP document -- "Draft for Internal District Review", "Draft for External Major Stakeholder Review", and "Submit to MIG". U.S. 50 still needs to be filled out.
- Nancy will send this to Steve Cheadle at MIG-Berkeley so the design staff can be scheduled for these.
- Caltrans staff will e-mail Nancy the PDT/focus group meeting schedule.

### **US 50 CSMP Newsletter**

- Nancy and Alyssa are working on this, it's nearly complete. Alyssa will e-mail Nancy the final text and dates she's working on.

### **Next Meeting**

- July 30, 1:00 – 3:00 in Marysville