

**Board of Directors
December 21, 2000**

The Board of Directors of the Peninsula Health Care District met in Adjourned Regular Session on Thursday, December 21, 2000, at 1724 hours, in the Sierra Rooms of the Peninsula Medical Center, 1783 El Camino Real, Burlingame, California 94010.

ROLL CALL: On roll call there were present: Directors: Susan S. Smith, Chair; Donald E. Newman, Vice Chair; and Vincent A. Muzzi. Directors Elect Present: Terilyn Hanko and Tobin Schneider.

Also present were: Colin J. Coffey, Esq., General Counsel; and Maureen Dutil, Assistant Secretary.

Invited Guest: Sharon Maxwell, Long-Term Care Ombudsman Program Coordinator.

SWEARING IN CEREMONY: Chair Smith extended a Welcome to the two new board members of the Peninsula Health Care District who were elected at the November 3, 2000 election.

Chair Smith requested that Terilyn Hanko come forth and be sworn in. Ms. Hanko was duly sworn in by her mother who read the entire Oath of Office. Ms. Hanko confirmed her acceptance of the Oath of Office. Chair Smith then welcomed Ms. Hanko to be seated with the Board members, and presented her Certificate of Election as received from the County of San Mateo.

Chair Smith then requested that Tobin Schneider come forth and be sworn in. Doctor Schneider was duly sworn in by his wife who read the entire Oath of Office. Doctor Schneider confirmed his acceptance of the Oath of Office. Chair Smith then welcomed Doctor Schneider to be seated with the Board members and presented his Certificate of Election as received from the County of San Mateo.

A hearty round of applause ensued, and there was no Public Comment received on the Swearing In Ceremony.

MINUTES: The Minutes of the Adjourned Regular Meeting of the Board of Directors of November 21, 2000 were reviewed. It was moved by Director Muzzi and seconded by Director Newman to approve the Minutes of November 21, 2000 as submitted. Motion unanimously carried.

ORAL COMMUNICATIONS: Chair Smith asked for any Oral Communications at this time on any matters within the jurisdiction of the District and not on the Agenda for this evening. There were no Oral Communications received.

TREASURER'S REPORT: Chair Smith reviewed the submitted Treasurer's Report. Addressing the Status of Current Year Taxes, she noted the receipt of \$390,690 in tax monies from the County of San Mateo during the month of November 2000. For the year to-date, the District has recorded a total of \$473,221 in tax monies against an Estimated amount to be received for the Fiscal Year 2000-2001 of \$2,670,944. Chair Smith commented that the first large payment of taxes should come in December and be so reflected in the District's statements at that time. Speaking to the Investments of the District as of November 30, 2000, Chair Smith related the sole investment remains with the Local Agency Investment Fund of the State of California. A total of \$9,798,260 is invested with the Agency and is earning a current rate of 6.538%. Chair Smith noted this rate is substantially higher than the rate offered by the San Mateo County Pool of 5.92%. As background for the new board members, Chair Smith advised that almost a year ago, the District Board authorized investment in the San Mateo County Pool thinking the District might get a better rate of return. At that time, the Pool was approximately two-tenths of a percent higher than LAIF. By the time the paper work was processed to enable the District to invest in the San Mateo County Pool, the rate shifted and their rates are now substantially lower. As such, the District has not placed any of its monies into the County Pool.

There was no Public Comment received on the Treasurer's Report.

FINANCE REPORT: The financial statements for the District for the month of November 2000 were next addressed by Chair Smith. The Balance Sheet reveals nothing remarkable to report. On the Operating Cash, Statement of Receipts & Disbursements report, Chair Smith noted receipts for the month of tax contributions of \$390,689 and other of \$7 for total receipts of \$390,696. Cash Disbursements for the month comprise Grants & Contributions of \$80,000 (Senior Focus Wise & Well Programs), Service, Fees & Other of \$17,530, which comprise principally the audit fees and building appraisal and assessment fees; Legal Mediation of \$6,876; and Legal General of \$1,927. Total expenditures for the month were \$106,332. On the Statement of Revenue & Expenses report reflects nothing unusual. Chair Smith noted this report is an accrual basis statement, which shows the amortized lease income and depreciation which is not on the cash report. The final report of Analysis of Prepaid Rent is unchanged at this point. Chair Smith commented she has an appointment with the CFO of Mills-Peninsula to go over the adjustment that will be made pursuant to the Arbitration Settlement the District reached and hopefully our next statement will reflect the Prepaid Rent instead of a Receivable. Chair Smith asked for any discussion or public comment with none received.

COMMUNITY GRANTS PROGRAM – GRANT TO LONG-TERM CARE OMBUDSMAN PROGRAM: Chair Smith noted the District Board approved at its November meeting a grant to Catholic Charities the sum of \$54,154 for support of the Long-Term Care Ombudsman Program in San Mateo County. The District has since been notified that the Long-Term Care Program will no longer be under the auspices of Catholic Charities as of June of 2001. Tonight, Sharon Maxwell, the Long-Term Care Ombudsman Coordinator, will address the Board and shed some light on this new development. Chair Smith called upon Ms. Maxwell for her input.

Ms. Maxwell extended a Thank You to the Board for inviting her to speak. She indicated they were told a couple of months ago that after final audits by Catholic Charities they decided the Long-Term Care Ombudsman Program was no longer part of their mission. She believes the reason is that they are not fee-for-service and they rely on Federal and State money since they are an Older Americans Act Program. Grants such as the Districts makes it possible for them to different programs, the Nutrition Hydration Program is one of those programs. The Long-Term Care Ombudsman Program is going out to bid on January 9 with all the Older American Act Programs, Meals on Wheels, etc. She thinks that Legal Aid is going to bid on them. It becomes more important now because she has met with them today and they said they only have room for one ombudsman. There are 8,000 long-term care beds in San Mateo County. One Ombudsman cannot cover this number of individuals. She noted they have a very dedicated volunteer group, but a volunteer is not a trained social worker to go into the nursing homes to handle the different situations. Ms. Maxwell noted the Long-Term Ombudsman Program is the advocates for residents of long-term care facilities. Unfortunately the majority of the residents of these facilities have no one so the Ombudsman are the people that speak for them. The Grant the District has agreed to give is wonderful and she is most appreciative. They would not be able to do the program without the grant. However, knowing how it is at Catholic Charities, if in fact the money was given up front to them there wouldn't be any left for the Long-Term Care Program to take in June because she believes the financial crisis is such at Catholic Charities. She is requesting at this time to give Catholic Charities half the grant of \$54,154 now and half when the Long-Term Care Ombudsman Program after June to take with them so it may be spread out over the whole year and use it as intended. She related their agency is hoping to go with Legal Aid as she feels they understand advocacy. The current program has been in San Mateo County for 18 years and for the entire 18 years it has been under the umbrella of Catholic Charities. They could not possibly bring in money and no ombudsman program does that. The people they represent don't have any money for them to charge for service. Ms. Maxwell indicated she wished to thank the District Board for their support over the past years and to please consider her request for funding only half the grant at this time to Catholic Charities until June 2001 with the remaining half to be granted to the program once it is established and affiliated with an agency.

Director Muzzi inquired as to what their budget that is required to fund the entire program in San Mateo County? Ms. Maxwell indicated they receive approximately \$148,000 in State & Federal funds under the Older American Acts. The staff currently consists of herself as Coordinator, and 2 fulltime Ombudsmen and one half-time Ombudsman. They also had clerical support, but do not have that now so they are doing their own computer input and the like with volunteers helping out also in the office. Realistically the Program would probably need another \$75,000 to \$100,000 in total as they would have to pay rent, etc. The current budget has been about \$225,000 including the District's grant. As such there is a potential \$75,000 to \$80,000 deficit. Director Newman inquired as to how much Catholic Charities was providing? Ms. Maxwell advised it was hard to determine as monies went to indirect costs of approximately 24% to Catholic Charities for rent of office, accounting, bills, payroll, etc. Their current office is in San Mateo and is leased by Catholic Charities and they pay rent, part of the utilities, and a portion of the upkeep of the building. Discussion ensued. Director Muzzi related he wears two hats, he is a nursing home

administrator and owner and he is also an attorney. He has a lot of respect for Legal Aid, and has a lot of respect for the work of the Ombudsman program. However, in wearing both hats at the same time, he would be a bit concerned being under the auspices of Legal Aid. He would like to see her organization either affiliate with Family Services type of organization or somebody that is outside of the legal profession per se. He believes the last thing he thinks this industry needs is more adversarial conditions. Ms. Maxwell agreed with Director Muzzi. Discussion continued with Director Muzzi commenting if they are looking at a difference of \$25,000 to make the Ombudsman Program independent, he would rather see that situation than have them affiliated with any one. However, on the other hand he believes there are organizations out there that in his mind have parallel functions to the Ombudsman Program and could act in an assistive way. Ms. Maxwell indicated they are currently trying to find an attorney who will incorporate them so they can become a stand-alone program. They need to be incorporated very quickly because the bids are going out now and they just didn't have enough time after Catholic Charities informed they were not going to bid for them this year. They are now in a time crunch. Director Muzzi noted there is the Sequoia Healthcare District that you also serve and perhaps they can get their participation in some way and maybe together we can offer assistance in continuation of the program. Director Muzzi complimented the services as provided by the Long-Term Care Ombudsman Program and feels it is a good program working with the people directly. The Family Service Agency was suggested for Ms. Maxwell to contact and also Mills-Peninsula Senior Focus. Ms. Maxwell thought there may be a conflict of interest with Senior Focus but could certainly check it out further. Director Newman commented that whatever agency she speaks to, she could let them know it is believed your budget will be covered between the \$148,000 granted by the State & Federal government and if the District increases its grant to them. Ms. Maxwell was asked to contact the Assistant Secretary of her further investigations. After further deliberation, it was moved by Director Muzzi and seconded by Director Newman to adjust the prior grant approval of \$54,154 to Catholic Charities to granting one-half that amount, or \$27,077, to Catholic Charities in support of the Long-Term Care Ombudsman Program in San Mateo County through the period of June 2001. Motion unanimously carried. There was no Public Comment received on this item.

SCHOLARSHIP APPLICATION REVIEW IN CONJUNCTION WITH DISTRICT FUNDING OF NURSES ATTENDING THE CSM NURSING PROGRAM & APPOINTMENT OF AD HOC SPECIAL COMMITTEE:

Chair Smith related this agenda item was discussed previously and she had placed it back on the Agenda primarily for the benefit of the new board members. Chair Smith indicated the District Board had approved funding to the College of San Mateo for an additional section in the School of Nursing starting in the Fall of 2001. In conjunction with this the Board further approved 12 scholarships of \$1,000. each per year for students in that program. Chair Smith commented the Peninsula Medical Center Auxiliary has a scholarship program so obtained a copy of their guidelines and application form and thought the District might modify them for our use. Our program would be limited to students already accepted into the Nursing Program. The forms were examined with Chair Smith requesting each board member review the forms and make suggested changes to format, etc. and

return to the Assistant Secretary to prepare in time for the January meeting of the District Board of Directors. In response to a question from Director Schneider, Chair Smith confirmed that the financial loan to these students will be forgiven if they work within the District after graduation. Such work may be in an acute care hospital, physician's office, or Skilled Nursing Facility. Chair Smith further noted that Legal Counsel Colin Coffey is being reviewed. Chair Smith asked if there was any Public Comment on this item with no comments received.

RESOLUTION No. 2000-03, "RESOLUTION OF APPRECIATION TO EMANUEL FRIEDMAN: Resolution No. 2000-03 was read in its entirety by Chair Smith. This Resolution acknowledges the 13 years of community service by Doctor Friedman on the District Board. After a reading of the Resolution, it was moved by Director Newman and seconded by Director Muzzi to adopt Resolution No. 2000-03 as presented and read. There was no Public Comment received on this Resolution. The Assistant Secretary then polled the Board as follows:

Ayes, and in favor thereof:
Directors: Muzzi, Newman, Smith, Hanko & Schneider
Noes: None
Absent: None

Resolution No. 2000-03 unanimously adopted.

RESOLUTION No. 2000-04, "RESOLUTION OF APPRECIATION TO THOMAS C. WILLIAMS: Chair Smith then read Resolution No. 2000-04 in its entirety. This Resolution acknowledges the 4 years of service on the Board of Directors by Thomas C. Williams. It was moved by Director Muzzi and seconded by Director Newman to adopt Resolution No. 2000-04 as presented and read. There was no Public Comment received on this Resolution. The Assistant Secretary polled the Board with the following results:

Ayes, and in favor thereof:
Directors: Muzzi, Newman, Smith, Hanko & Schneider
Noes: None
Absent: None

Resolution No. 2000-04 unanimously adopted.

Chair Smith advised that she had instructed the Assistant Secretary to prepare an amended Agenda to cover a couple of items which had surfaced within the last couple of days which can not wait until the January meeting of the District. Chair Smith noted there is a provision in the Brown Act, which enables items of an urgency nature to be added to the Board agenda by a vote of the District Board of Directors. Chair Smith indicated the items to be added with the approval of the Board are Item #12, Selection of Focus Group Participants, Item 14 B, Schedule Date for Special

Meeting for the Master Plan Presentation, and Attorney Coffey has an additional item that came up recently and it is hoped to add all three items. Chair Smith asked Attorney Coffey to elaborate upon the item he wished to add. Attorney Coffey indicated his item is in connection with the consulting work being performed by Soma Engineering in connection with the due diligence the District is conducting on the 7 parcels of property that potentially will come into the ownership of the District if the terms of the proposed new lease arrangement with Mills-Peninsula come to fruition. One of the terms of that arrangement entails the seven parcels currently in the ownership of Mills-Peninsula being transferred to the District. In connection with that potential transfer the District authorized the hiring of 3 different consulting firms within the last couple of months to conduct due diligence – one is an appraisal firm, the other is a structural engineer firm, and the third is an environmental engineer firm. All 3 firms are currently working. Attorney Coffey related it came to his attention within the last couple of days that the Board should consider authorizing the environmental firm to do \$4,000 worth of additional work on top of the \$10,000 proposal the Board previously approved. The reason he would recommend considering it tonight as an urgency item is because we have learned, as the Board knows over the last several months, the prices from these firms in the current market and the current real estate market are not firm. When we have put off a month hiring these firms after receiving proposals from them, the prices have gone up \$5,000 here and several thousand there. Thus, in this case we have a quote for \$4,000 to do the particular work that he will describe if it is placed on the Agenda. Attorney Coffey related he could not be positive that this price will hold for this relatively small amount of work if the Board puts it off another month.

Chair Smith asked the Board if these items can be placed on the Agenda as a group or do they wish to place them on individually? Director Hanko advised she had lots of questions about the Focus Group participation so she would be more comfortable putting the items on individually. She related placing them on the Agenda this evening would be fine if she can address her concerns It was them moved by Director Newman and seconded by Director Muzzi to place the above noted 3 Agenda Items on the Agenda for this evening's meeting due to the urgency of each item and the fact that such items just came to the attention of the Board within the last several days.

Ruth Jacobs, Burlingame: Inquired if the property the hospital is now located on will also be evaluated in addition to the other seven parcels? Director Muzzi related it would be evaluated without the building as there is no purpose in evaluating the building as it will be razed. Attorney Coffey clarified the District would only be evaluating the seven parcels of property that may potentially be transferred to the District. The District already owns the land the hospital sits on so that property will not be evaluated. Discussion ensued on perhaps getting a dirt value of this property in addition to the proposed seven parcels. Chair Smith noted this discussion is out of sequence and should be discussed once they are officially placed it on the Agenda for this evening.

The motion was unanimously carried.

SELECTION OF FOCUS GROUP PARTICIPANTS Chair Smith noted the District retained The Lewin Group, hospital consultants, to assist the District in the analysis of the Master Plan that is being developed by Mills-Peninsula. In connection with their scope of services for the District, The Lewin Group has done studies with relation to the bed size and overall tentative plans that have been submitted thus far. In conjunction with the District's analysis, the Lewin Group, as part of their Agreement, proposes to conduct a meeting or meetings with a selected group of local residents to get some input regarding the community's thoughts on what they like about the current facility, what they don't like about this facility, what they would like to see in a new facility, and so forth. They would prefer to have their meetings conducted in the first few weeks in January and thus need to get the invitations out to the participants. The Lewin Group has requested assistance in the provision of prospective names they could invite to such meetings. Chair Smith noted the submitted proposed draft list of participants were compiled from their attendance at prior Board meetings. The list also contains names of former District Board members, board candidates who were unsuccessful in the election this year and other local citizenry. Chair Smith asked for the Board's input into other individuals who might be interested in participating with The Lewin Group. Director Schneider asked what The Lewin Group would be doing with these groups? Director Muzzi indicated the idea is to try and obtain a sense of what the community thinks of what the hospital is doing now and what they would like to see the hospital do in the future. They want to develop a sensitivity as to what the general district residents want to see in the hospital by getting a group of people that are more informed about health care, some powerbrokers in the community, people who have indicated an interest in the hospital, etc. They want to get an initial sense without doing a poll of the District residents. Director Muzzi related The Lewin Group's desire is to try and get a sense of their satisfaction with services, what their sensitivity is relative to cost of services and which services they have experiences with in the area. He further noted we are in a very preliminary stage with the actual finished product. Until the City of Burlingame gets done with this, we don't know what we will have. Chair Smith indicated these focus group meetings will be followed by a meeting approximately a week later, which also has to be scheduled, where there will be a public Special Meeting of the Board at which time the Master Plan or physical drawings they have developed to-date are to be presented. At that time The Lewin Group is also expected to make their report on their studies and their evaluation of what Mills-Peninsula has come up with.

Director Muzzi indicated that Lewin had not decided who the Focus Group invitations will go to, it is something to discuss this evening in order to provide information to The Lewin Group of some potential participants. Under review it was pointed out that the District does not have access to patient information at the hospitals as it is strictly confidential. Director Muzzi indicated The Lewin Group is desiring to have at least ten people in their group not 50 people in a room as they cannot get the dynamics right. Discussion ensued on the focus of these groups.

Director Hanko indicated she would like to see some nurses on the list as well as some physicians as she feels they would have a good idea about what is working and what is not working from their side. Director Newman indicated he thinks the physicians have had a lot of input and will be

having a lot of input. At this point, The Lewin Group wants to get out into the community. Director Schneider indicated he would like to have a doctor sit in a meeting since they are proposing a medical office building on the site. The Lewin Group may want to have a third group but at this point they have to work with approximately 10 people in each group. After further discussion, it was agreed to provide the current proposed list together with any other names individual board members may propose to the Assistant Secretary as soon as possible so she may forward the list of names and addresses to The Lewin Group. Director Muzzi related this proposed list is what the consultants asked for. They could have gone to the phone book and called for 20 people to come. Rather than do that, The Lewin Group thought it would make more sense to at least get a list of people that have some interest in what is going on. Director Muzzi indicated any names submitted for the list is fine, and we can tell the consultants to just randomly phone call or invite until he gets the number necessary for the Focus Group, but these are people the Board thinks might have an interest in participating.

Terry Huebner, Burlingame: Mrs. Huebner volunteered to supply participant names of interested community members, as well as former patients she knows. Mrs. Huebner related she would furnish such list to the Assistant Secretary by next Wednesday. The Chair directed that Mrs. Huebner's list be forwarded to The Lewin Group once it is received.

CORRESPONDENCE: The following correspondence and articles were so noted.

- A) Correspondence:
 - (1) Letter, dated 12/1/00, from Neighbors on Davis Drive re: Mediation with Mills-Peninsula.
 - (2) Minutes of San Mateo Special District Selection Committee Meeting of LAFCo of 10/30/00.
 - (3) Letter, dated December 11, 2000 and attachments from LAFCo, re: Cortese Knox Hertzberg Local Government Reorganization Act of 2000.
- B) Newspaper Articles
 - (1) *The Independent* Newspaper, dated 11/18/00, re: Neighbors miffed at Mills-Peninsula plans.
 - (2) *The Independent* Newspaper, dated 11/29/00, re: New mayor proposes high-rise apartments.
 - (3) *San Mateo Daily Journal* Newspaper, dated 12/1/00, re: Nursing shortage spurs ingenuity.

Chair Smith asked if Mrs. Huebner would like to make any comments upon the letter regarding the Mediation with Mills-Peninsula.

Terry Huebner, Burlingame: Mrs. Huebner advised the neighbors have been in mediation for quite a period of time and the issue was not resolved. The neighbors, as a

group, are still looking into what other options they have. As an explanation to the new Board members, Mrs. Huebner advised the Mediation by the residents on Davis Drive with Mills-Peninsula occurred because of the noise issue of delivery trucks to the hospital. She provided a background on the problem and the resolutions trying to be achieved under Mediation.

Chair Smith noted the Minutes from the San Mateo Special Districts Selection Committee from LAFCo and had placed an update on this item under Old Business. Director Muzzi reported he had attended the meeting on behalf of the District and commented on what occurred as noted in the subject Minutes, noting the election of a member to represent the Special Districts of which the Peninsula Health Care District is one such special district. He provided a brief background on LAFCo's function within the County. There was no further Public Comment received on the Correspondence/Articles.

NEW BUSINESS:

A) Calendar of Meetings for District Board for the year 2001.

The Calendar was provided for the Board's information to calendar for upcoming meetings. Director Hanko related she has a problem with the January 25, 2001 date as she has a business commitment date out of State. Director Muzzi related she could join the Board via Teleconference and to provide a number where she could be reached to the Assistant Secretary. There was no Public comment on the Calendar.

Under New Business, Director Schneider indicated he would like to add an Agenda item for the January meeting on the item of the Adequacy of Emergency Room Coverage. Some specialty care physicians would like to make a presentation to the District Board. Chair Smith directed the item be added to the January agenda item.

B) Schedule Date for Master Plan Presentation to the Public

Chair Smith since all board members are present this item was added to the Agenda to select a date for the presentation by Mills-Peninsula of the Master Plan to the District at a public meeting. The dates of either Tuesday, January 16, 2001 or Wednesday, January 17, 2001 at 7:00 P.M.were selected with the Chair directing the Assistant Secretary to contact Mills-Peninsula and their architect to assure of their availability at either of these dates and to schedule such meeting.

Ruth Jacobs, Burlingame: Requested that the meeting be well advertised in order to get public attendance and if possible a much larger advertisement to attract people's interest.

Luciana Kincer, RN, San Mateo: Requested that this meeting be televised on the public channels.

The Assistant Secretary was directed to place appropriate advertisements as well as research the possibility to televise this public meeting to the community at an appropriate location.

Director Schneider asked if the District is going to be requested to approve the Master Plan at this meeting? Director Muzzi noted it will be presented for approval. When the District approves it is when the District decides to approve it. Chair Smith noted it would be advantageous to approve it, unless there is a significant opposition, only because as Director Muzzi pointed out earlier, we are under a little bit of a timeline in that the sooner the District gets this plan moving the more assured we will be of getting ourselves in position in line for construction. It is her understanding that Mills-Peninsula has not yet even submitted the Master Plan to the Sutter Board because they are awaiting the District's approval. Once the District approves it, it will go to Sutter and assuming they approve it, we can't even start with the City reports, the environmental reports as all this will take a fair amount of time. The longer the District delays, it will stop the process up front.

Terry Huebner, Burlingame: Mrs. Huebner related that is why the two neighbors came to the last Board meeting to site their concerns. If the District approves the plan, then the neighbors who have complaints about the parking garage, how do they go about getting in their input? Director Muzzi responded that that the design is a concept plan. What we are looking at this point and what everyone should look at is whether the explanation as to how many beds they are going to have, what departments they are going to have, etc and all the operational part of the study is satisfactory or not. Whether or not we believe the numbers that they tell us in the future what our District's needs will be in 2010 – that part of that is what we are going to be approving. Conceptually, Mills-Peninsula will present a plan and that plan has to go through the public hearing process with the City of Burlingame. The aesthetics, what it looks like, its height, how it adjusts with the neighbors are really issues that are going to be taken up by the City of Burlingame. The Cal Trans issue about whether access is appropriate as it is or how it has to be changed and whether it would be an appropriate entrance (Trousdale & Magnolia), all of that including the garage are matters that the City of Burlingame is going to be responsible for. Once they decide they have to come back to us again and say this is how the City has changed the plan and do you accept these changes. It will be looked at again, but we have to start this process some place. What Mills-Peninsula is coming to the District is essentially a layout of what they think will accommodate the programs they have studied and believe serves our future needs. The input initially from the community will be to look at that program and say yes it works or no it doesn't work. The entire plan may all change as it goes through the planning process and the EIR process. Director Newman related the District will not be approving the building, they are approving the number of beds and programs. Chair Smith commented The Lewin Group will also make their report on the same evening. Director Muzzi remarked the way this has all come together is that the District's consultant who has been working through this phase of the project is leaving The Lewin Group at the end of the year and is coming back to do this presentation. That is why extending this presentation out a month or two creates real problems with trying to hold together the key player we hired to do our job.

Ruth Jacobs, Burlingame: Mrs. Jacobs inquired if the District is going to do a non-specific EIR? Director Muzzi responded that the District does not define the EIR, the City of Burlingame will define the EIR. Mills-Peninsula will present the drawings they have for the proposed project. It will go through the public hearing process with Cal Trans, the City of Burlingame, the engineers and they will probably go back and try to massage to meet as many of the issues that arise as possible and come up with another iteration of design for a plant and present that back to us again for conceptual approval.

The third item added to the Agenda due to urgency of the item of additional cost for Environmental Engineering was then addressed by Attorney Coffey. He noted the Board has already authorized \$10,000 to Soma Environmental Engineering to perform their work. The engineers have commenced their work and have now proposed parcel specific reports on each of the properties for an additional \$4,000.00. It was agreed that such reports would be of value to the District if such parcels were returned to the District ownership. There was no Public Comment on this item. It was then moved by Director Muzzi and seconded by Director Hanko to authorize an additional \$4,000. to Soma Environmental Engineering as recommended. Motion unanimously carried.

Chair Smith extended wishes for Happy Holidays.

There being no further business, the meeting was adjourned at 1901 hours.

by:

Maureen A. Mignacco-Dutil, Assistant Secretary

Approved:

SUSAN S. SMITH, Chair

