



**DATE:** May 17, 2017  
**TO:** PHCD BOARD OF DIRECTORS  
**FROM:** Joel Roos, Prakash Pinto, and Candace Hathaway  
**CC:** Cheryl Fama, CEO  
**RE:** **Peninsula Wellness Community Master Plan April 2017- (early) May 2017 Progress Report**

**OVERVIEW:**

- Outreach and EIR/Zoning efforts have been on hold pending receipt of the RFP responses from the Developer short list and feedback from the developers
- Fehr & Peers completed the traffic counts in order to develop a data base during school session

**EIR DEVELOPMENT AND DESIGN GUIDELINES:**

Pursuant to the February Board Meeting and March Town Hall session, the EIR team has had discussion about making adjustments to the program and then moving the EIR forward again. Adjustments will be made pursuant to the initial selection of the master developer.

**Traffic and Transportation**

The Fehr & Peers proposal to complete the Transportation Impact Analysis dated February 24, 2017 was partly approved by the board in April.

Traffic counts have now been completed and Tasks 2, 3, and 4 (noted below) will be completed in June. The observation of the Ray Drive “cut through” has taken place.

It is the recommendation of the team that the Transportation Impact (TIA) analysis (Tasks 5, 6, and 7 noted below) be authorized in the amount of \$23,405 per below. The TIA is the most critical component required to complete the EIR. This work will proceed in late June and July with its completion in August. The TIA will be developed with the benefit of input from the preferred development partner. This fee has been included in the projected budget.

<b>Task</b>	<b>Description</b>	<b>Approved</b>	<b>Pending</b>
1	Trip Generation and Counts	15,780.00	
2	Impact Analysis	7,220.00	
3	Sensitivity Analysis	6,470.00	
4	Driveway assessment	2,695.00	
5	TIA Report		10,860.00
6	Community and City Communications		8,260.00
7	Meetings		4,285.00
<b>Total</b>		<b>32,165.00</b>	<b>23,405.00</b>

**Water Supply Assessment**

At the April Board Meeting, we will discuss the need to perform a Water Assessment Analysis. BKF Engineers wrote:

“We took a look at the 2015 Urban Water Management Plan, which was actually published in June 2016. The key points are summarized on Page 47, Note b. The City has an "Individual Supply Guarantee" (ISG), which is the allocation from SFPUC, of 5.23 million gallons per day (MGD). SFPUC recently imposed temporary restrictions



effective through 2018 so that the City has an "Interim Supply Allocation" (ISA) of 4.97 MGD. In 2015, the City only used 60% of the ISG so there's no way they're even close to the ISA. Based on this document alone, unless there is something hidden that we missed, all we have to do is prepare a typical Water Supply Assessment."

Per subsequent discussions with City and per Burlingame Planning Commissioner Di Martini's request and follow up from City Staff, a Water Supply Assessment must be done. BKF has proposed a *not-to-exceed* fee of \$15,000 for the water supply assessment. We are requesting that Board authorize the \$15,000 to allow BKF to advance the work.

**Arborist Report:**

An arborist report was completed in 2015. Given the loss of several trees on site, the City requested an updated report. That report was completed in late April 2017 and is attached.

**Alternate plan without Burlingame School District and Gatepath:**

Pursuant to the Planning Commission Scoping Session, the City asked that an alternate plan be developed that removes the Gatepath and Burlingame School District sites from the plan. This will reduce the traffic and parking needs and will modify the circulation patterns. The alternate plan and the preferred (all in plan) plan will be evaluated in the EIR. The alternate plan should be developed in June and July.

**OUTREACH:**

We are continuing to post project updates on the Peninsula Wellness Community webpage and respond to inquiries and comments.

The monthly progress reports about The Trousdale and the Peninsula Wellness Community that have been presented to the Board are now posted on the District website. Our next outreach event will be a Town Hall meeting to introduce our development partner.

**BUDGET:**

As of the end of March, \$1,024,004 of the \$1,342,477 (previously \$1,142,477 exclusive of the School District costs) budget has been expended. This represents 76.28% of the approved budget.

We are providing this month a revised budget which contemplates the issuance of the EIR Draft for Public Review in the fall and the Planning Hearing/Certification of the EIR in the first quarter of 2018. While the schedule has not been fully vetted and the consultants have not provided revised scopes of work, we believe that the rough order of magnitude of the extension of time on the entitlements will be approximately \$250,000. Please find the forecasted budget dated 5/16/17 attached.

**SCHEDULE:**

Pursuant to the Board's directive, we are proposing the revised schedule and tasks. See attached Gantt dated May 17, 2017. This schedule assumes that the following items will be completed over the next three months allowing for a draft EIR to be published in the late summer early fall of 2017.

- Pursuant to authorization of the Board, the Transportation Impact Analysis will be completed in July with its completion in August.
- Pursuant to Board authorization, the Water Supply Assessment will be developed in June.