

BOARD OF DIRECTORS

LONG TERM PLANNING COMMITTEE

Tuesday, November 3, 2015

District Office 1819 Trousdale

Minutes

- 1. Call to Order** – Chair Lawrence Cappel, PhD at 1700 hours
Present: Lawrence Cappel, PhD., Dan Quigg, Dennis Zell, and Cheryl Fama
Presenter: Joel Roos, Principle, Pacific Union Development Co.
Other: Paul Wright
- 2. Approval of Minutes from September 1, 2015-** There was not a quorum present; approval deferred until the next meeting.
- 3. Peninsula Wellness Community: Joel Roos, Pacific Union Development Co.**

The City selected Powers & Associates of San Jose as the ERI consultant for this project. A kickoff meeting with the Powers team, City planning staff, and PHCD's project team was held last month. The timeline for the work is 10-11 months from now to August, 2016 when we anticipate the project will be fully entitled. This will be a "program" EIR. The traffic evaluation will be the primary issue.

A meeting is scheduled next week with the PHCD project team and Robert DeMann from Sutter Health, Bay Area Region to hear an update on the status of the heliport and to explore possible design changes that would allow more height to the PHCD planned structures.

The Master Plan narrative is nearing completion and will be submitted to the City with the formal application around the end of December. **CEO Fama** stated that website will go live in a couple weeks, and an informational brochure will be ready for use at the community outreach sessions. CEO Fama and Mr. Roos here will be meeting one-on-one with Burlingame Council members over the next 2 months prior to its public presentation at January City Council meeting.

[Mark Johnson, Helen Galligan, and Ashley McDevitt arrived at 1730];

At the recent PHCD Board meeting, it was decided that Phase 1 of the development will be the professional office building. Meetings are being scheduled with interested developers to explore potential structures and partnerships for carrying out the development plan.

Chair Cappel asked:

- Mr. Roos - how can an accurate traffic study be done? Mr. Roos responded they focus on trips generated by use and available parking. The plan will provide the maximum possible parking spaces and access to those spaces to serve the currently planned uses. It acts like a

bank account. If it is decided to change the use of a building, for example, add more offices and less senior housing, the parking space demand would need to be subtracted from that available which would impact how the remaining space can be used.

- CEO Fama - how many of our current tenants will come over to the new professional office building? **CEO Fama** responded approximately 50% (about 8 tenants) because some may be ready to retire rather than move and some may be unable to afford class A office space.
- Mr. Roos - how long will it take to build the professional office building? **Mr. Roos** responded approximately 1+ years to plan, 1 year to design plus permitting, then construction for a total of 3½ to 4 years.

CEO Fama asked that everyone review the draft project narrative that has been distributed and know that their input is important and welcomed.

[Dr. Emmott arrived at 1800]

4. 1600 Trousdale Update: CEO Fama

CEO Fama projected the revised drawings that will be presented to the City's Planning Commission to accompany PHCD's requested for approval of an Addendum to the Plan Design. The changes are: reduced underground parking, added surface parking, new mechanical shed on the 6th floor roof, and the change of stone material for the façade. **Chair Cappel** asked the financial effect of the changes. **Mr. Roos** responded approximately \$2 million. **CEO Fama** noted these changes did not sacrifice the quality of the facility. Also, 8 additional resident spaces were added to the 3rd floor memory care – one studio and 7 companion units.

Chair Cappel announced the special Board meeting immediately following this committee. The purpose is to revisit the decision on whether to have the new development corporation take over the project or to keep it as a District project.

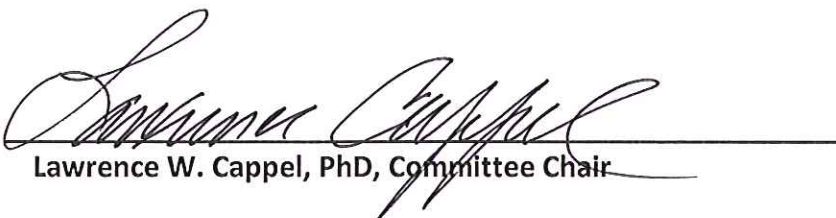
Chair Cappel thanked the committee for their input and feedback.

Adjournment: The meeting was adjourned at 1915 hours.

Written and submitted by,

Paul Wright, Office Coordinator

APPROVED:


Lawrence W. Cappel, PhD, Committee Chair