



# SAN FRANCISCO PLANNING DEPARTMENT

## Meeting AGENDA

### Balboa Reservoir Project / Case No. 2018-007883ENV

Tuesday, October 16, 2018, 11:00 a.m. to 12:00 p.m.

#### Conference Call

Dial in number: 1-844-621-3956

Access Code: 805 988 530

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

#### Invited Participants

Name	Affiliation	In attendance?
Jeanie Poling	SF Environmental Planning	
Wade Wietgreffe	SF Environmental Planning	
Elizabeth White	SF Environmental Planning	
Jennifer McKellar	SF Environmental Planning	
Jeremy Shaw	SF Planning	
Jeff Horn	SF Planning	
Robb Kapla	SF City Attorney	
John Malamut	SF City Attorney	
Emily Lesk	SF Office of Economic and Workforce Development	
Joel Roos	Pacific Union Development Company	
Joe Kirchofer	Avalon Bay Communities	
Nora Collins	Avalon Bay Communities	
Karen Murray	Van Meter Williams Pollack	
Steve Vettel	Farella Braun + Martel LLP	
Kearstin Dischinger	BRIDGE Housing	
Tim Erney	Kittelson & Associates, Inc.	
Amanda Leahy	Kittelson & Associates, Inc.	
Mike Alston	Kittelson & Associates, Inc.	
Susan Yogi	ESA	
Karl Heisler	ESA	

1. Status of Action Items (see last page)
2. Upcoming Deliverables and Issues

- Construction equipment and schedule
  - Water Supply Assessment Calculations due to ESA by 10/16/18
  - Water Supply Assessment Memo due to EP by 10/30/18
  - GHG Checklist by end of October
3. Team Schedules
    - Karl – out 10/11/18 – 10/26/18
    - Susan – out 11/23/18 – 11/30/18
    - Others?
  4. Tracking Action Items
  5. Scoping Meeting
  6. Confirmation of Next Meeting

Action Item	Critical Path Item?	Responsibility	Due Date	Status	Delivered Date/Comments
<b>ESA</b>					
GHG Checklist		Susan/ESA	end of October	In Progress	ESA to coordinate with sponsor team.
Coordinate with Karen re: NOP and EIR figures		Susan	October	In Progress	Coordinating with Karen on final edits the week of 10/15/18
Doodle poll for moving call to Wednesdays		Susan/ESA	Week of 10/15/18	In Progress	
Admin Draft Initial Study		ESA	Monday, December 10, 2018		Confirm checklist format with Jeanie by 10/19/18
<b>Sponsor Team</b>					
Complete construction data request	X	Joe/Joel	Friday, August 17, 2018	In Progress	Received 7/25/18. ESA followed up with questions and requested additional information. Joel is preparing a more detailed 8/14/18 - this will be provided this week. 9/18/18 meeting - sponsor team is discussing this week.
AB 900 Decision		Joe/Joel	End of September	In Progress	
Provide poster boards of NOP figures		Karen	Tuesday, October 30, 2018	In Progress	
Completed SFPUC WSA calculator to ESA		Joe/Joel	Tuesday, October 16, 2018	In Progress	
<b>Kittelson</b>					
Travel demand memo		Amanda	Friday, October 5, 2018	Completed	Submitted on 10/5/18
<b>EP Action Items</b>					
CCSF cumulative assumptions		Jeremy	Monday, October 1, 2018	In Progress	9/24 Facilities Committee meeting to present cumulative assumptions. 9/11/18 meeting - Jeremy to follow up with Je
Coordinate with sponsor team for scoping meeting presentation		Jeremy	by mid-October	In Progress	
Section 21099 Checklist		Jeanie	Monday, November 12, 2018	In Progress	
EP to confirm that HRE is considered final		Stephanie	Wednesday, October 10, 2018	Completed	Confirmed final 10/3/18 by Stephanie