



**REGULAR MEETING MINUTES
CIVIC CENTER ADVISORY COMMITTEE
SEPTEMBER 24, 2013, 4:00 PM
94 ASHFIELD ROAD
ATHERTON, CALIFORNIA**

COMMITTEE PRESENT: DeGolia, Dostart, Fisher, Merredew,

COMMITTEE EXCUSED: Lively, Lewis

OTHERS PRESENT: Gordon Siebert, City Engineer, George Rodericks, City Manager, Theresa DellaSanta, City Clerk, Tom Fortin, Deputy Library Director

CALL TO ORDER OF REGULAR MEETING

The meeting of the Community Center Advisory Committee (CCAC) was called to order at 4:00 pm.

2. PUBLIC COMMENTS

3. Approval of Minutes – None.

REGULAR AGENDA

4- HMC Report | Recommendations

a. Feedback/Discussion | 9/17 Public Outreach Meeting

Not a lot of desire from attendees to keep the Council Chambers; however they liked the look of the outside and considered it a facade for the library.

Not critical to have the PW corp yard in town – review options in other cities (lease)

Hold next outreach meeting at the pavilion

Lindenwood HA meeting – lots of feedback. A majority of attendees were unaware that we have a post office and a library. Majority had never been to Town Hall.

b. Discuss Big Ideas for Option Development

Options for Development

Reviewed 4 options created by HMC. Options were created by feedback from the outreach meeting.

CCAC comments on options –

Delete option 2 entirely but consider some of the useful comments

Admin & Planning 2 stories maximum

Non library buildings can be aggregated

Library to be only one story and in the garden/park area

Potentially have parking under library – saves Town costs

Multi-purpose room to be separate from library but have some type of connectivity

PW Corp Yard – could be somewhere else.

- c. Follow Up on Program

Committee members had serious concerns with changes in square footage between previous architect and current. Important to be able to describe what was done before and why the changes. A PD programming subcommittee was approved (Dostart & Fisher) to review the PD program and conduct peer studies.

5 - Ad Hoc Committees Reports

- a. Master Plan Ad-Hoc Committee/Recommendations
- b. Library Ad-Hoc Committee/Recommendations
- c. Outreach Ad-Hoc Committee/Recommendations

The CCAC set outreach meeting dates for the rest of the year.

6- Formation of Other Ad-Hoc Committees

7- Committee and Staff Member Comments

8. ADJOURN

Chair DeGolia adjourned the meeting at 6:00 p.m.

Meeting #: CCAC Design Meeting 2

Date: 09/24/13

Present: CCAC Committee
Clive Merredew
DiDi Fisher
Rick DeGolia
Steve Dostart

Ed Flint, Chief of Police
Theresa DellaSanta, City Clerk
Gordon Siebert, City Engineer
Tom Fortin, Deputy Library Director

Cheryl Lentini, HMC
Matthew Gaber, MIG

Project Name: Town of Atherton Civic Center Master Plan

Project #: 2507001000

Items Discussed:

1. Reviewed public workshop discussion with CCAC members:

- Reported likes/dislikes discussion highlights
- Reviewed site challenge exercise and each group's site board
- Received feedback from Clive Merredew on response at HOA meeting on Sunday:
 - People asked a lot of questions
 - Many people were not familiar with the buildings or services in the civic center (i.e. didn't realize there was a library)
 - Everyone was very enthusiastic and many stopped to look at the boards on display
 - Several mentioned maybe they would attend future meetings

2. Reviewed big ideas for option development:

- Option 1:
 - Liked the berm
 - Liked corporation yard location
 - Liked that Ashfield turns and goes through and intersection aligns with street across Fair Oaks
 - Liked getting rid of the intersection at Fair Oaks and Station Road and making a police-only entrance at that corner of the site
 - Don't want to lose train parking – concerned that will be important when train resumes service in Atherton
 - Worried about donated pillars at current gateway – ok to move, but need to keep
 - Don't like parking across Ashfield, separated from town square – requires pedestrian crossing of street; not as safe
 - Greenbelt around entire perimeter desirable – neighbors would like
 - Move library into park area to south – does not need to be clustered with other buildings
 - Don't like town hall building isolated on site – what would be its use?
 - Option worth continuing to study
 - Police and Admin/ Planning can all be combined in one bldg.
- Option 2:
 - Liked moving the station to a central, focal location
 - Don't like that automobile is so dominant in the plan
 - Don't like intersection treatment at Fair Oaks/Station Road and railroad crossing – looks less safe than now
 - Don't like that parking lot is not accessible from main vehicular circulation around circle
 - Not sure "secret garden" behind library is needed – could be more open space for all
 - Plan adds even more access points to site – did not like
 - Option should be deleted and not pursued – elements that were liked could be adapted into another option, combine with option #4
 - Like the idea of a central square, just feel that it should be more pedestrian
 - Move police to where library is currently shown and move library adjacent to Town Hall

- Library should be one story
- Option 3:
 - Liked combination of berm and parking along tracks
 - Liked corporation yard location
 - Liked use of berms overall
 - Suggested moving library more into the park area
 - Wanted to see entire building complex moved further south, away from Fair Oaks, to give a green buffer to the street
 - Don't like parking off of Fair Oaks – too dangerous, consider a drop-off area that connects to Fair Oaks that provides a safe convenient place to park while conducting city business.
 - Delete town hall or leave remnant of structure and integrate into park as historic marker/monument
 - Liked green buffer around site
 - Suggested moving train station to center of site like Option 2 and feature
 - Suggested continuing Ashfield Road through to Fair Oaks similar to Option 1
 - Don't like 4 story building – keep buildings to 2 stories
 - Suggested combining police and city administration into single building
 - Noted library wants to be one story
 - Multi purpose room in library program needs to be within or directly adjacent to and connected to library
 - Option worth continuing to study
 - Reverse location of Police Building with Admin/ Planning
- Option 4:
 - Liked option in general
 - Concerned about footprint of one story buildings
 - Suggested again combining police and administration into single building, 2 stories
 - Suggested moving train station to center of site like Option 2 and feature
 - Liked parking shown near train and easy access from street to buildings
 - Suggested combining library with town hall structure and moving library more to south
 - Option worth continuing to study

3. **Police Department Program discussion:**

- Committee members very concerned about size of overall program compared to 2012 program and particularly, size of Police Department
- Concerned about cost – that there is a budget figure on record from previous studies that community will remember and committee will lose credibility if cost doubles
- Group decided to create a sub committee to further study the police department needs
 - Sub committee to start by doing research to benchmark similar sized police departments in communities with similar demographics to assess facility sizes
 - Following research and benchmarking exercise, sub committee to identify locations to visit; recommendation was to try to visit 3 – 4 locations and tour facilities

Submitted by,
 Cheryl Lentini, Managing Principal, NCARB, LEED®BD+C
 HMC Architects

cc
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Attendees, Team

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