



**Town of Atherton
CIVIC CENTER ADVISORY COMMITTEE**

AGENDA

AUGUST 11, 2014

4:30 P.M.

Council Chambers
94 Ashfield Road
Atherton, California
Regular Meeting

DRAFT MINUTES

1. ROLL CALL

CCAC Members: Dostart (excused), Fisher (excused), Hau, Lively (excused), Merredew, Tonelli, David
Councilmember Liaisons: DeGolia, Lewis (5:15 pm)
Staff: Rodericks, DellaSanta, Flint, Siebert, Fortin (absent)
Consultants: Kelley, Beamer

2. PUBLIC COMMENTS

Valerie Gardner requested that operations and costs be integrated into the architect RFP.

3. APPROVAL OF MINUTES

Minutes for May 12, 2014 approved (Hau/Merredew, 3-0-1 abstention (Tonelli))

4. REGULAR AGENDA

4a. Design RFQ/RFP for Civic Center Project - Gordon Siebert

CCAC received input from staff and Mack5 suggesting that this approach should yield better proposals. CCAC recommended that the City Council approve a two-phase RFQ/RFP process to select the Civic Center Design Team. The RFQ was provided to CCAC for review and comment to staff liaison prior to and at September CCAC meeting. (Tonelli/David 4-0)

4b. Selection of Geotechnical Consultant - Gordon Siebert

CCAC received and filed report that the City Manager will approve selection of Murray Engineers. Vice Chair Hau commended Phil Lively for his diligent work in the selection process. Report received and filed.

4c. Project Update to Community - Community Awareness - George Rodericks

City Manager Rodericks noted that the Town has an obligation to keep its residents informed on the status of the project. He will be releasing a postcard to the community toward the end of September. The CCAC Outreach Subcommittee will be involved in the review of the postcard.

4d. Discussion of Project Timing, Additive Alternatives, Sustainable Strategies - Gordon Siebert

Staff discussed various decisions and impact of timing on decision-making and cost. Vice Mayor DeGolia said that there are residents who may be motivated and energized to contribute both advice and funding to the project. CCAC recognized that sustainability is

an issue and staff/Mack5 will ensure that the RFQ will note the importance of the issue(s). The next agenda of the CCAC will include a discussion/possibility of forming a sustainability subcommittee.

4e. Project Schedule - Gordon Siebert

Paul Beamer said that the printed version is “rolled up” and that there are many tasks under the main headings. Vice Chair Hau emphasized the CCAC’s need for adequate review time. Valerie Gardner requested that the EIR be incorporated in the schedule.

5. AD HOC COMMITTEES REPORTS

5a. Master Plan Ad Hoc Committee/Recommendations

None

5b. Library Ad Hoc Committee/Recommendations

None

5c. Outreach Ad Hoc Committee/Recommendations

George will send the draft postcard to the ad hoc committee for comment

5d. Budget Ad Hoc Committee/Recommendations

None

5e. Project Management Ad-Hoc Committee/Recommendations

Vice chair Hau welcomed Mark and Paul’s participation in the meeting

6. Committee and Staff Member Comments

6a. Changes to Meeting Schedule - Gordon Siebert

CCAC moved to reschedule their October meeting to 10/6 to avoid Columbus Day holiday and their November meeting to 11/3 to miss Veterans Day holiday (Tonelli/Merredew 4-0). The September Agenda will include an item to consider changing the regular meeting time to the 1st Monday of each month in an effort to better coordinate review and timing with the City Council.

7. Formation of Other Committees

None

8. ADJOURN

Motion at 6:12 pm, (David/Tonelli 4-0)

Next meeting is scheduled for: September 8 at 4:30 p.m.

Meeting Schedule for Calendar Year 2014:

October 6, November 3, December 8