



**Town of Atherton
CIVIC CENTER ADVISORY COMMITTEE
MINUTES
JULY 20, 2015
4:30 P.M.
Council Chambers
94 Ashfield Road
Atherton, California
Special Meeting**

1. ROLL CALL

Meeting called to order by Chair Dostart at 4:34 pm

CCAC Members: Dostart, Hau, Merredew, David
Councilmember Liaisons: DeGolia, Lewis
Staff: Rodericks, DellaSanta, Flint, Siebert, Fortin

2. PUBLIC COMMENTS – none

3. APPROVAL OF MINUTES – none

4. AD HOC COMMITTEES REPORTS

4a. Library Ad Hoc Committee/Recommendations

Rose reported on the Committee meeting with Friends of the Library and Library staff. They discussed renovating Town Hall for use as a Multi-Purpose Room, and inclusion of the Heritage Room. They discussed suggestions received during the public input process regarding a kitchen and café. FOTL and staff were not in favor of incorporating these features in the Library. Staff would like to revisit the programming information that was developed several years ago. One feature of the plan that is preferred is the plaza between Town Hall and the Library.

4b. Outreach Ad Hoc Committee/Recommendations

No report

4c. Program Ad Hoc Committee/Recommendations

Committee met in a conference call and focused their review on the tabulation of similar police departments and what specific elements are represented in their facilities. The committee recommended that the PD be maximum 14,000 s.f. or, if larger, requests an explanation and justification.

4d. Project Management and Budget Ad-Hoc Committee/Recommendations

No report

- 4e. Green Building Ad-Hoc Committee/Recommendations**
No report

5. PROJECT SCHEDULE

- 5a.** Review Schedule – no action
- 5b.** Review next 2 month’s tasks – deleted regular meeting on 8/3; scheduled a special meeting for 8/31, in lieu of 9/14 meeting, in order to meet Council’s 9/16 meeting schedule.

6. COMMITTEE & STAFF MEMBER COMMENTS

- a. EIR Status** – no change
- b. SFPUC Water Line** – Adam noted that all options assume that the water line will be moved

7. REGULAR AGENDA

- 7a. Civic Center Design Input**
Reviewed drawings of Options and selected Option 3 but requested a number of changes, as follows:
- Reduce size of entry plaza and shift Administration/Council Chambers into former plaza area
 - Include approximately 8 parking spaces convenient to front entrance
 - Enlarge interior courtyard
 - Provide a catering kitchen as part of Library program (with Library Ad-hoc committee input)
 - Engage a traffic engineer to analyze the Fair Oaks/Station Lane intersection that also serves driveways for City Hall and the secure Police lot.
- 7b. Check-in process and schedule with Council**
CCAC to make presentation of Final Conceptual Design to City Council on 9/16
- 7c. Naming Opportunities**
Discuss naming opportunities concept and recommendations to City Council – defer for input from Atherton Now

8. ADJOURN

Adjourn to special meeting on 8/31, 4:30 pm

Next meetings thereafter are scheduled for:
10/5, 11/9