



**SPECIAL MEETING  
COMMUNITY CENTER ADVISORY COMMITTEE  
WEDNESDAY, JUNE 3, 2013, 1 PM  
94 ASHFIELD ROAD  
ATHERTON, CALIFORNIA**

**MINUTES**

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**COMMITTEE PRESENT:** DeGolia, Fisher, Dobbie, Dostart, Fisher, Hau, Lively, Merredew, Tonelli, Lewis

**COMMITTEE ABSENT:** None.

**OTHERS PRESENT:** Gordon Siebert, City Engineer and George Rodericks, City Manager

**CALL TO ORDER OF REGULAR MEETING**

The meeting of the Community Center Advisory Committee (CCAC) was called to order at 1 pm.

**PUBLIC COMMENTS**

There were no public comments.

**REGULAR AGENDA**

**3. Approval of Minutes**

Approval of Minutes – April 30, May 13, May 29 – Approved.

**4. Interview of firms for Civic Center Master Plan**

The CCAC interviewed the remaining firm(s) for the Civic Center Master Plan.

**5. Ad Hoc Committee Reports**

**a. Master Plan Ad Hoc Committee**

The CCAC conducted interviews with firms who submitted proposals for the Civic Center Master Plan. Following all interviews, CCAC members (excluding Mayor Lewis and Council member Dobbie) ranked the four firms in the following order: HMC/BP&A, BMS, HKS, and LPA. HMC received its top ranking based on their qualifications and their presentation, where their principals and lead staff worked well together, their detailed graphics which captured the presentation, their grasp of the project, their well thought-out process and very good references. The CCAC

requested that the agreement with HMC includes cost estimating and also an optional task to explore alternative financing mechanisms, including grants.

The recommendation will go to Council at their regular June meeting.

**b. Library Ad Hoc Committee**

The Library Ad Hoc Committee met with staff and will be touring libraries of other communities. The Committee is gathering useful information about library sizes and needs. The Committee will be reviewing the need to refresh the 2010 Needs Assessment.

**6. Public Outreach Process – Discussion/Recommendation to Council**

The CCAC reviewed and approved a press release on the ongoing activities of the CCAC. The CCAC Committee on Public Outreach provided an outline of a public outreach process that will be enhanced/modified as the selected master plan consultant gets on board. In the interim, information will be distributed via regular outlets, to include, but not be limited to the Town’s website, electronic mailer, Daily News, Almanac, and other media outlets.

**7. Need to Form Other Ad Hoc Committees**

None.

**8. Committee and Staff Member Comments**

None.

**ADJOURN**

The Committee meeting was adjourned at 3:30 pm.

**THE FOREGOING MINUTES** were approved at a regular meeting of the Community Center Advisory Committee on July 8, 2013 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:** \_\_\_\_\_  
Elizabeth Lewis, Chair

**ATTEST:** \_\_\_\_\_  
George Rodericks, City Manager

Minutes of the Community Center Advisory Committee are summary only. Audio and Video of the meeting is archived and available via the Town's website. The audio and video files represent the full account of the public meeting.