



**Minutes**  
**Town of Atherton**  
**October 7, 2015**  
**4:00 P.M.**  
**Council Chambers**  
94 Ashfield Road  
Atherton, California  
**Special Meeting**

**ROLL CALL** DeGolia, Lewis, Widmer, Wiest, Lempres

**PUBLIC COMMENTS** - (Limited to items on the agenda)

**1. CIVIC CENTER CONCEPTUAL DESIGN – ACCEPTANCE OF CONCEPTUAL DESIGN AND COST ESTIMATE**

**Report:** Community Services Director Mike Kashiwagi

**Recommendation:** Accept the Conceptual Design prepared by WRNS Studio and the accompanying cost estimate; authorize staff to proceed to Schematic Design; provide direction with respect to design changes as recommended by the Civic Center Advisory Committee (CCAC); and provide direction to the Committee with respect to next steps

Staff presented the staff report and answered Q&A from the Council on various issues related to the project to include but not limited to: sustainability features, funding, parking, access, cost, scale, functionality, and fit. The Council supported the recommendation of the Civic Center Advisory Committee (CCAC) to detach the Council Chambers from the Administrative side of the facility and move it to the south side of the Police Department section in an effort to open up the center corridor of the site.

The Council expressed that the project needs to be “budget driven” but at this point, they are in the dark about just how much has been raised for the project and they would like monthly reports from Atherton Now, once they go public, about the status of fundraising so that the design can be married to the available funding. The Council provided direction to the CCAC to restore their focus to the externalities of the project and community engagement. The Council reinforced the efforts of Atherton Now as the fundraising role and the CCAC as the community engagement and feedback role providing feedback on the Project design and priorities. The Council reinforced the role of staff to manage the interior of the facilities for the best customer service and community service layout.

The Council asked that staff and the CCAC continue to refine the design through the schematic phase to increase building efficiencies and realize cost savings. The Council also expressed that they support building the most sustainable facility we can afford and would like to see the project’s sustainability features isolated so that decisions can be made along the way with respect to funding availability, selection of affordable sustainability features, and a review of their return on investment.

**2. DISCUSSION OF POSSIBLE LETTER TO MENLO PARK FIRE PROTECTION DISTRICT TO REQUEST EMERGENCY SERVICES AS PART OF THE CIVIC CENTER PROJECT**

**Report:** City Manager George Rodericks

**Recommendation:** Consideration/Discussion of a letter to the Menlo Park Fire Protection District to request funding assistance in support of emergency services in the Civic Center Project

Staff provided a brief report with additional comments from the Council Representative to the Fire District. Following discussion, the Council directed staff to work with the Mayor and Council Fire District Representative to craft a letter to the Fire District requesting their consideration of funding in support of emergency services at the Civic Center.

**ADJOURN**

Mayor DeGolia adjourned the meeting at 5:55 p.m.

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Respectfully submitted,  
Theresa DellaSanta  
City Clerk