



## Item No. 19 Town of Atherton

### **CITY COUNCIL STAFF REPORT – REGULAR AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER**

**THROUGH: MICHAEL KASHIWAGI  
COMMUNITY SERVICES DIRECTOR**

**FROM: GORDON SIEBERT, CITY ENGINEER**

**DATE: FEBRUARY 17, 2016**

**SUBJECT: CIVIC CENTER PROJECT STATUS REPORT**

### **RECOMMENDATION**

Receive report and provide direction to the CCAC and staff regarding recommendations from the CCAC on exterior design.

### **BACKGROUND**

On October 7, 2015 the City Council requested that staff provide a monthly status update on the Civic Center Project and provide the City Council with an opportunity to provide feedback and direction with respect to project design, sustainability features, and funding.

### **FINDINGS/ANALYSIS**

The CCAC met on January 25 to review exterior building design concepts revised by WRNS in response to preferences expressed at their prior meeting. The committee agreed that the designs of the City Hall building incorporated many of their recommended changes but still did not meet with their final approval. Comments focused on the design of the new Council Chambers and the Fair Oaks frontage. As a result, the CCAC rescheduled their February 1 meeting to February 8 to allow WRNS more time to develop revised drawings. This report will focus on the latest design discussion held at the February 8 meeting.

### **Project Design**

WRNS presented two (2) options for the main Civic Center building. WRNS continued the practice of presenting comments received along with their responses and explanations. CCAC members then each expressed their concerns and preferences. In addition, Mayor Lewis provided input, including example pictures and drawings of buildings and architectural elements, from a resident,

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Steve Ackley. The Committee reached consensus that Option 1 (attached) is preferred with additional comments and suggestions. Several variations were presented for the Council Chambers, with discussion centered around the size/depth of the loggia and the seating capacity of the Chambers. After much discussion, the CCAC agreed to retain the larger Chambers design. However, the Committee requested that the architect redesign the restroom openings to prevent them from opening directly into the main portion of the Council Chambers.

The majority of discussion by the Committee was on the Fair Oaks frontage. Although the Committee members agreed that the design was much improved, the Committee recommended additional design changes to the façade. Committee members proposed various elements such as a tower or campanile and greater prominence for the front entrance. Committee members felt that the Fair Oaks entryway should be aligned with the Civic Court exit. Further, the Committee felt that all or some of the Administration wing should be pushed backward toward the Civic Court. Details such as roof lines, second floor set-back and shutters were also discussed.

Overall, the Committee felt that they were still looking for the “Wow!” factor in the Fair Oaks frontage design. The Committee felt that one of the design examples presented by Steve Ackley provided inspiration for their expectations of the Fair Oaks façade and that the architect should return with something that addresses those concerns. Due to timing, the architect will produce black and white drawings instead of colorized renderings for the Committee at its next meeting on February 22.

*Comments would be appropriate on the design (Attachment 2). Staff will provide any comments back to the Committee at their February 22 meeting.*

### **Project Sustainability Features**

The Committee reversed their prior direction and accepted the flat roof above the PD wing, to allow placement of solar photovoltaic panels. Given that the design is still in flux, the Committee chose to focus on the design rather than the sustainability features at this time. No additional changes or updates are yet available.

*No Council discussion or action is necessary at this time on this issue.*

### **Project Outreach**

The Outreach Ad-Hoc Subcommittee had prepared an Outreach Plan to present the schematic design to the community for feedback. Public outreach efforts included three (3) banners and a mailer to all property owners promoting the Open House on February 22 at the Park Pavilion from 5:30 to 7 pm. However, due to consensus that there is additional work needed on the Fair Oaks façade, the Committee recommended that Open House and unveiling be postponed to March 21. A second mailer will be sent with the new date. The banners will be updated and re-posted.

*No Council discussion or action is necessary at this time on this issue.*

### **Project Schedule**

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The Project Schedule is pushed out one additional month to accommodate the new Open House date.

*No Council discussion or action is necessary at this time on this issue.*

### **Project Funding – Atherton Now**

As previously reported, Atherton Now has advised that they have sufficient contributions to allow the project to move through all design phases. Staff has advised Atherton Now that the schedule has been pushed out another month, so that their contribution toward Design Development will be required one month later than previously planned.

Atherton Now maintains a public website at <http://athertonnow.org> that provides information on the project, a project video, and information on the campaign status. The monthly Atherton Now Report on campaign funding status is included as Attachment 3.

### **POLICY IMPLICATIONS**

None.

### **FINANCIAL IMPACTS**

There are no financial impacts inherent in this report. Should the City Council direct actions to modify the Civic Center's design to reflect the latest CCAC input, financial impacts will be calculated and presented to Council for ratification at a City Council meeting.

Attachment 1 is a summary of the project finances via the Monthly Budget Summary.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials. In addition, the project's information is updated frequently on the Town's Website, and an open forum is noticed and offered prior to the beginning of each CCAC Regular meeting.

The Town maintains an active and up to date Project Website:

<http://ca-atherton.civicplus.com/index.aspx?nid=290>

### **ATTACHMENTS**

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Attachment 1: Monthly Budget Summary

Attachment 2: Civic Center Drawing-Option 1

Attachment 3: Atherton Now Monthly Report

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Attachment 1  
 Monthly Budget Summary

<b>Fund Allocations</b>	<b>Library Fund</b>	<b>Building Facilities Fund</b>	<b>General Fund</b>	<b>Civic Center Donations</b>	<b>Total</b>
<b>FY 15-16 Budget</b>	<b>\$1,842,000</b>	<b>\$594,000</b>	<b>\$645,000</b>	<b>\$1,495,000</b>	<b>\$4,576,000</b>
<b>Expenditures For FY 15-16</b>					
Design	\$138,224	\$42,530	\$0	\$364,081	\$544,835
Project Management	\$57,817	\$150,335	\$1,600	\$0	\$209,751
Geo-Tech/Environmental	\$47,259	\$91,321	\$36,776	\$0	\$175,356
<b>Totals</b>	<b>\$243,300</b>	<b>\$284,186</b>	<b>\$38,376</b>	<b>\$364,081</b>	<b>\$929,942</b>
<b>Remaining FY 15-16 Budget</b>	<b>\$1,598,700</b>	<b>\$309,814</b>	<b>\$606,624</b>	<b>\$1,130,919</b>	<b>\$3,646,058</b>

<b>Atherton Now Cash Donations (Received)</b>	<b>Amount</b>
Master Plan & Conceptual Design Phases 1 & 2	\$250,457
Schematic Design Phase 3	\$200,838
<b>Total Contributions to Date</b>	<b>\$451,295</b>



# Atherton Civic Center

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WRNS STUDIO

# AGENDA

- REVIEW 1/25/16 CCAC COMMENTS
- REVIEW OF ARCHITECTURE OPTIONS
  - COUNCIL CHAMBER STUDIES
  - POLICE, ADMIN EXTERIOR STUDIES
  - SUSTAINABILITY APPROACHES
  - BIKE ROUTE
- KEY DECISIONS TOWARD NEXT STEPS

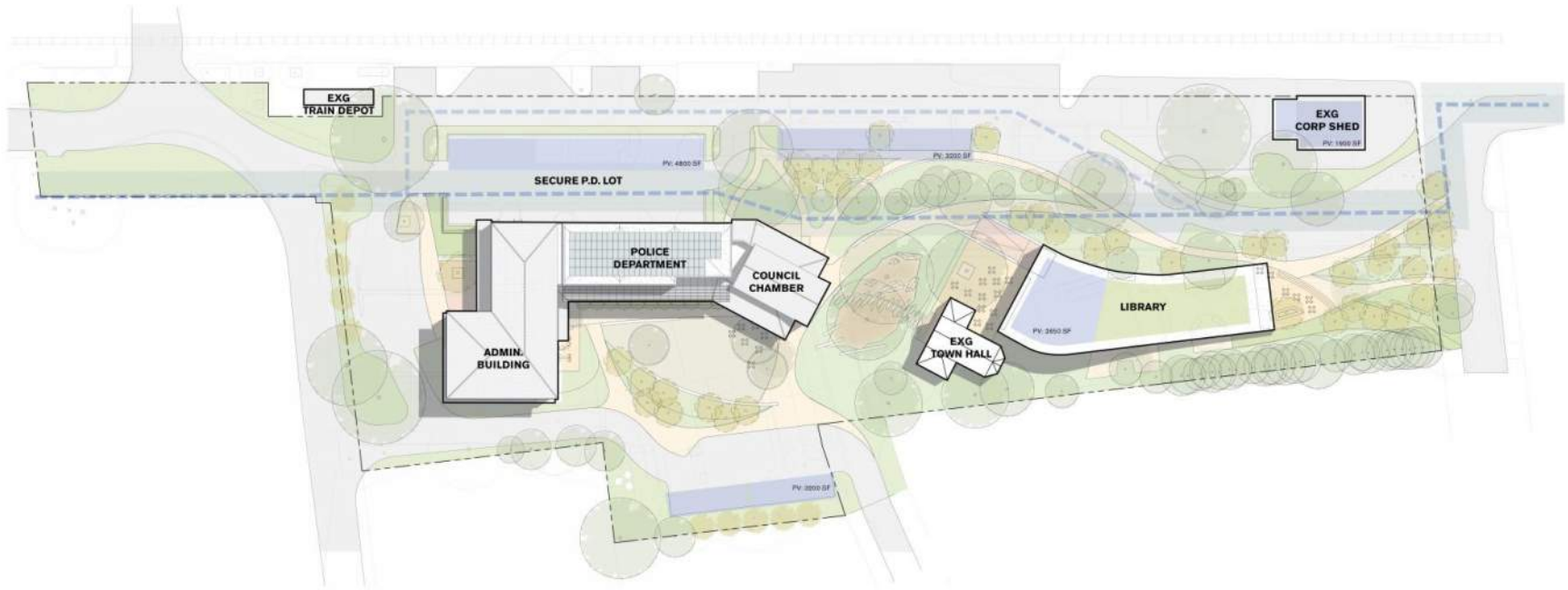
# COMMENTS: CCAC MEETING 1/11/2016

ITEM	COMMENT	RESPONSE
FAIR OAKS COURT FACADE	The projecting stair as indicated in Fair Oaks Option 1 is not preferred. The low roof at the police department is a good scaling device for the 2-story wall of the police department and can be studied. Study niches in the wall or a base material adjacent the Fair Oaks Court garden idea.	The projecting stair is removed. Option 1 extends the low roof and an open air portico. This reduces the depth of the courtyard and the relative mass of the Admin building. Option 2 uses a small jog to the wall below the chief's office and a terracotta tile wall to break down the mass of the Police façade. Each option provides an opportunity for garden planting and wall niches.
FAIR OAKS COURTYARD	Study shifting the Admin building approx. 6 feet southerly to reduce the relative size of the massing from Fair Oaks.	Option 2 shifts the Admin. building 7 feet southerly to reduce the relative mass of the Admin building.
ADMIN. BLDG. WINDOWS	Study arched windows at the admin building Fair Oaks façade.	Option 2 studies arched windows at the Admin. Bldg façade. Each option studies the use of painted metal shutters to provide additional depth, privacy control, and visually increase the apparent size of the windows.
FAIR OAKS LOBBY CLERESTORY	Study the length of the clerestory glazing at the main lobby in the Fair Oaks court.	Option 1 includes a 32' long recess for the clerestory window. Option 2 includes a 23' long recess for the clerestory window.
FAIR OAKS ENTRY ARCH	Consider a larger arched entry width and height. Deeper arches are preferred at the entrances.	Option 1 provides depth through means of a portico entry while Option 2 increases the arch to 12' wide and 13' tall



# COMMENTS: CCAC MEETING 1/11/2016

ITEM	COMMENT	RESPONSE
COUNCIL CHAMBER SIZE	While 80 seats is requested for the council chamber, seating capacity is to be confirmed by council. Study reducing the area of the chamber in either the portico or loggia. The court facing loggia could provide either standing room for events or space enough for table seating.	Option 1 provides 80 seats in the chamber but maintains the open air portico and a 15' deep loggia to accommodate seating. Option 2 reduces the council seating to 70 seats. The restrooms are relocated to capture space adjacent the portico entry. The court facing loggia is reduced to 10' deep.
POLICE ROOF AND CIVIC COURT FACADES	Pursue a flat roof at the police department as drawn in option 2 (1/11). The low continuous roof extending from the council chamber to across the police department to the lobby entry is desired from option 1. (1/11)	The flat roof on the police department and low roof from the chamber to the lobby entry are provided on each option provided (2/08).







FAIR OAKS LANE VIEW - OPTION 1



CIVIC COURT VIEW - OPTION 1



ATHERTON CIVIC CENTER • POLICE AND ADMIN BUILDING - OPTION 1

FEBRUARY 08, 2016

WRNSSTUDIO.



***Campaign Committee***

- Didi Fisher, Co-Chair*
- Sandy Levison, Co-Chair*
- Kay Clarke*
- Brendan Cullen*
- Christine David*
- Rick Degolia*
- Herb Lechner*
- Beverly Lenihan*
- Elizabeth Lewis*
- Kimberly Young*

February 12, 2016

**TO:** Town Council of Atherton  
**FROM:** Atherton Now Campaign Committee  
**SUBJECT:** Monthly Fundraising Update – February 2016

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Happy Lunar New Year! This is the second monthly report intended to keep the Council updated on fundraising efforts by this campaign committee for the new Atherton Civic Center project.

The campaign committee continues to formally be in the ‘silent phase’ of our \$30 million campaign. Several meaningful cultivation meetings have been held between a few of our members and potential lead and major donors. Naming opportunities are beginning to enter these discussions as they are more clearly identified through the vetting process with Staff.

This cultivation process continues to be complicated by the intense business and leisure travel associated with the majority of our residents. The previous small group gatherings are being followed by 1:1 meetings. Educating the prospective donors on the condition of the current town facilities, and the need for this project is our first priority.

Here is a summary of our current financial status:

Outstanding commitments/pledges	\$3,137,262
Cash Donations	\$2,135,045
Cash Grants to the Town	\$451, 295
Next Payment Due – March 2016	\$506,870
Total Cash & Pledges to date	\$5,272,307
Million Dollar Donors	4
Total # of Donors to date	42

Respectfully submitted.