



Item No. 6a Town of Atherton

CIVIC CENTER ADVISORY COMMITTEE STAFF REPORT – REGULAR AGENDA

**TO: CIVIC CENTER ADVISORY COMMITTEE
 GEORGE RODERICKS, CITY MANAGER**

**FROM: GORDON SIEBERT
 CITY ENGINEER**

DATE: DECEMBER 3, 2013

SUBJECT: REVIEW OF HMC MASTER PLAN

RECOMMENDATION

That the Police Department Ad Hoc Committee's mission be expanded to work with staff to review the programmed data for all Town operations, excluding the Library operation, within HMC's developed Plan.

BACKGROUND | FINDINGS

HMC has submitted their latest design option, which was distributed to Committee members.

Police Department staff and I met to examine the Police program in detail. Staff considered the elements and functions included in the programmed space by HMC and revised those that they felt should be revised without affecting the department's abilities to function efficiently and effectively. Staff also preserved flexibility for future changes. Most of the changes are reductions to the program. As a result, the revised programmatic space yields a recommended size of about 14,000 sf, excluding an optional firing range, for the Police station portion of the program.

I also met with the City Manager, Community Services, Finance and City Clerk to perform similar reviews. HMC has also provided their cost estimator with information on building finishes and systems and MIG is doing the same for site work.

Chief Flint and Lieutenant Wade are contacting each of the police departments on the Ad Hoc Committee's list of comparable agencies to collect additional information on services and operations to determine which departments are most similar to Atherton. I will work with them to review that data before presenting it to the Police Department Ad Hoc committee.

Staff recommends that the CCAC expand the mission of the Police Ad Hoc Committee to assist in review of the following:

- comparable Police Departments' information; and
- aggregated program data for Police and all other Town operations, excluding the Library

To facilitate this review, staff has set a meeting for the Police Ad Hoc committee on Thursday, December 5 at 10 am to review program data for all Town operations (not including the Library) to fine-tune and inform HMC's cost estimates.