

Session 14-07 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on June 24, 2014 at the City Hall Conference Room – Upstairs located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS HUTT, PAINTER, MIOTKE, CRANE, CASTNER AND WYTHE

ABSENT: COMMITTEE MEMBER ROBL (EXCUSED)

STAFF: DAN NELSEN, PROJECT MANAGER
RENEE KRAUSE, DEPUTY CITY CLERK

TELEPHONIC: USKH - MEREDITH NOBLE, PUBLIC RELATIONS/FUNDING
SARA WILSON-DOYLE, PUBLIC RELATIONS

AGENDA APPROVAL

PAINTER/WYTHE – MOVED TO APPROVE THE AGENDA AS PRESENTED.

The agenda was approved by consensus of the committee.

APPROVAL OF SYNOPSIS

A. Synopsis for June 17, 2014 Regular Meeting

Chair Castner asked if there were any additions or corrections to the minutes as presented.

Mr. Crane requested a correction to a statement he made on page four of the packet. He additionally requested clarification on page six under New Business item A, “Chair Castner stated that he wanted this completed soon,” regarding the case statement and co-location. There was a brief clarification by Chair Castner on his intent.

The minutes were approved as amended by consensus of the committee.

STAFF & COUNCIL REPORTS

Chair Castner inquired if there was any opposition to have representative Seaton come to the table and speak at this time. There was no opposition from the committee.

Mr. Seaton explained that he will be listening to the development of the project and he is not presenting a legislative request but he acknowledged that he will be fielding questions on this issue. Mr. Seaton asked if anyone had questions for him. There were none.

Chair Castner provided a brief synopsis of the project.

PUBLIC HEARING

A. Proposed Building Site Selections

Chair Castner opened the Public Hearing for public comments or questions regarding the project.

Mr. Barry Reist, non-resident, asked questions regarding the needs assessment, designing the facility to accommodate the future growth of each department, if a charette has been done, and projected project costs.

Chair Castner provided the information in response to the questions posed.

Chair Castner closed the public hearing.

PENDING BUSINESS

A. Review and Discussion on the Draft Public Involvement Plan

Ms. Noble opened discussion by stating the introduction would be helpful information for Mr. Reist. Ms. Noble continued by stating the purpose of the Public Involvement Plan is to explain why this project is warranted and she encouraged the committee to get their red pens out.

Ms. Doyle also commented on this time being the information gathering portion until the technical side of the process is completed the end of July.

Discussion by the committee regarding the case statement, fact sheet and the public involvement plan ensued and covered the following:

- case statement covers or should include all the points listed in the project background section of the laydown provided.
- The case statement should be longer than a single statement or “elevator pitch”
- The Fact Sheet presented as a laydown is a draft document that will be used to introduce the project
- The “pitch line” was good
- Meredith will draft the paragraph for review at the next meeting
- Statement should include the public in the reason for the project not just focus on the building
- Putting visuals on the reverse side depicting the needs of each depart along with graphs possibly

Chair Castner provided a rewrite –

First bullet point under Introduction page 1 of the plan

- To ensure Homer provides emergency service that brings solace and safety to the community.

Mayor Wythe proposed the following:

“Homer Fire and Police Services are vital to the safety and health of our community. Providing adequate and safe working environments for the public servants is important to allow them to provide these services. Providing safe and hygienic containment facilities also offers the respect and consideration due our community as well. The purpose of considering a new facility at this time is to address these issues as well as other challenges that exist in our aged facilities including or equal to (then list bullet points)”

Dan Miotke notified the committee that the Fire Department will be getting a new ISO review and possibly affect our rating which also affects the insurance rates by increases.

A brief discussion on how the ISO rating affects the Fire Department and the City. A few points made by Chief Painter was training, training equipment, books, dispatching, increase or decrease in population, and how much of the city is covered by hydrant system. It does depend on the insurance carrier how much of an impact the consumer will experience.

Chair Castner requested Ms. Noble to provide an overview of the PIP (plan). Ms. Noble also included a short description of the purpose of the Supplemental Strategies.

Section 1.2 Purpose and Organization

There was no opposition offered by the members of the committee on this section.

1.3 Project Scope and Public Involvement Goals

There was no opposition from the committee on this section.

2. PIP TARGET SECTORS

2.1 Stakeholders and Interested Parties

Ms. Noble noted that she needed contact information for individuals that may be interested parties. She requested input from Chief Robl and Chief Painter.

Some additional contacts or interested stakeholders would be the following:

- Health Agency
- Senior Citizens Center
- Adult Probation, OCS, Juvenile Justice
- Attorneys
- Mental health
- Clergy

It was noted that there was incorrect information on the contacts list. Correction deadline was to be submitted by Monday, June 30, 2014 to Ms. Noble.

2. 2 Stakeholder Themes

Ms. Wilson-Doyle commented on the comments received last week regarding the HERC site and recommended that the committee continue to tell the story including the life safety risk issues that were brought up.

Chair Castner requested the information regarding the working conditions at each department as a basis for why they need the improvements.

Under Supplemental Strategies

- A recommendation was made to use the local movie theater for advertising the project.

3. PUBLIC INVOLVEMENT ACTIVITIES

3.1 Consultant PI Tasks and Milestones

a. Ms. Wilson-Doyle provided an overview of the section in the plan. Chair Castner stated that he will attend the July 28, 2014 Council meeting to provide an update. Mayor Wythe confirmed that there is a space under committee reports at each council meeting.

b. The committee reviewed the proposed meeting dates of August 19, September 30, and November 2nd. Ms. Krause will review the meeting calendar and advised. Chair Castner stated the committee will review their individual calendars but also noted that it would not be prudent to have a large public

meeting until the information is finalized. Ms. Wilson-Doyle noted that the meeting dates can be removed from the Fact Sheet if needed.

c. Ms. Wilson-Doyle noted that the PIP and the Fact Sheet can be modified, editable and borrowed from as they progress. Some of the more compelling graphics can be worked on until ready to share information.

d. Continue to coordinate with the City, Committee, and stakeholders to gather relevant input that supports a better understanding. The architectural side is performing their due diligence. Chair Castner commented that they will need to decide when to ask for preliminary costs but that will come after they have chosen a site.

Discussion ensued on the ability to perform or conduct the items on the Supplemental Strategies chart. Some of the following were discussed:

- brief video of the fire and police department needs
- pictures for the back of the fact sheet to distribute at the 4th of July Open House
- minutes of the meeting where Chiefs walked through their facilities combined with still photos, and the Chiefs can narrate certain spots or vital concerns. There should be a staff member interested in this type of thing.
- press release, KBBI Coffee Table Talk right before big public meeting
- Mayor is agreeable to work with staff to get that done
- Another person is needed for Fire Department
- Determine how many hits the website gets
- Staff to create a page for the project on the City website

Chair Castner confirmed that the document dated June 23, 2014 will be used as the work plan along with the Supplemental Strategies chart. The Fact Sheet will be modified and pictures added. This will also be the basis for a story board presentation for the theater use. USKH to provide project photos to Dan Nelsen.

Ms. Noble stated that the Kachemak Bay Realtor Association would like someone to speak at the August meeting. It would be good to schedule that, the Rotary is booked out a few months ahead of time so the summer is taken care of but it would be good to get on their list.

Staff will forward the Mayor's ideas for the Fact Sheet to Ms. Noble.

There was no further discussion.

NEW BUSINESS

A. Review and Discussion on a Possible Recommendation to Council re: Offer to Purchase Kenai Peninsula Bough Maintenance Property Adjacent to Existing Fire and Police Property

Chair Castner opened discussion on the item. He inquired about the process. Chair Castner started by saying he believes that there is still many good reasons to consider the existing site and utility to keeping the building for the police station.

Chief Painter pointed out that even if they consider using that parcel the existing fire hall would have to go away and out of the two it is the one that has more value. Plus most of the borough parcel would

have to be left for right of way. Mayor Wythe was opposed to spending the funds to purchase property and that was the purpose of choosing land that the city already owned.

Further discussion was entertained on the benefits if any to discuss this further. It was agreed to table this discussion until a further date.

B. Scheduling the Next Meeting Date and Agenda Deliverables

Chair Castner opened the discussion that he has commitments throughout July and the beginning of August that he is out of town a lot. Mayor Wythe noted that she is out of state the end of the month.

A brief discussion ensued on establishing the next meeting date toward the end of July. Staff will send out meeting requests with available dates to the committee.

Mayor Wythe thanked Ms. Noble for their time and efforts in producing the fact sheet and other documents.

INFORMATIONAL ITEMS

- A. Resolution 14-36(A), Creation of the Committee
- B. Project Notes Submitted by USKH for May 21-22, 2014
- C. Draft Site Selection Criteria dated June 9, 2014
- D. Tentative Schedule dated June 17, 2014

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF CITY STAFF

Mr. Nelsen had no comments.

Ms. Krause confirmed the proposed time period for the next committee meeting.

Ms. Noble and Ms. Wilson-Doyle recommended pinning down the venue for the August public meeting.

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe thanked everyone for their contributions and their time; she believes it is very important to build on the current momentum and anything they can do to get people to think about this and talk about it over the summer will be beneficial for the project.

COMMENTS OF THE CHAIR

Chair Castner reported that he had a conversation (debriefing) with Jim Watterson and what the weak point was in their presentation.

COMMENTS OF THE COMMITTEE

Mr. Crane inquired the status of the Fire Marshall Inspection report on the HERC building. The response from Mr. Nelsen was, "it is under review."

There were no other comments from the committee.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 7:23 p.m. The next regular meeting will be **THURSDAY, JULY 31, 2014 AT 5:30 P.M.** and will be at the City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____