

Session 15-09 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:32 p.m. on November 4, 2015 at City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS HOWARD, WYTHER, ROBL AND CASTNER

DESIGN TEAM: SARA WILSON-DOYLE, (TELEPHONIC), DALE SMYTHE, STANTEC

ABSENT: COMMITTEE MEMBER PAINTER (EXCUSED)

STAFF: CAREY MEYER, PUBLIC WORKS DIRECTOR
RENEE KRAUSE, CMC, DEPUTY CITY CLERK

AGENDA APPROVAL

The agenda was approved by consensus of the Committee.

APPROVAL OF MINUTES

A. Minutes for the October 14, 2015 Regular Meeting

The minutes were approved by consensus of the Committee.

PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA *(3 minute time Limit – Only items on the agenda not for Public Hearing may be commented on)*

Mary Griswold, city resident, presented a map of the site plan for the new facility, and stated she met with Chief Painter on Wednesday, October 7, 2015 and went over her recommendations as follows. She was hoping he would bring her concerns to the Design Team while in Anchorage. Ms. Griswold recommended consideration of optimum building for the public safety instead of optimum use of the HERC foundation. Using a site plan map for visual support Ms. Griswold explained that the apparatus bays are only required to be 56 feet in length instead of 63 feet as shown in the preliminary design. The bays do not need to be drive through and that it would be more efficient to be back in with regards to space and storage. Ms. Griswold also recommended that the Lobby should be next to, or adjacent to the bays since it would provide a barrier or prohibit efficiency when volunteers are reporting for an incident.

Ms. Griswold explained how the current lobby is not only where students congregate for tours but crews receive information from the watch office. In the design for the new building they would have to go outside to reach the apparatus bays or upstairs then across a day room to access the equipment. She pointed out that having the apparatus bays as back in rather than drive through would save space, also having the medic units, brush truck, and utility vehicle backed in can then allow the units to respond to individual calls as required. She acknowledged that there was a grade to contend with but that what she has presented is in her opinion the best overall plan.

Ms. Griswold was sorry that Chief Painter was not in attendance but in speaking with Dan Miotke he agreed on the apparatus bays being 56 feet; she disagreed with Chief Painter saying that this plan is only preliminary and that they will get to the details but she strongly supported getting the details for an optimum plan now. Ms. Griswold apologized for sounding like a broken record and was hoping

that Chief Painter would make these recommendations. She further stated that she has requested an optimum plan since last March and has always advocated for the 56 foot bays.

Chair Castner thanked her for the new insight and that this phase may not play out for a while but within 30 days they may know which way they will be going with this thing; one direction may bring certain results and another direction will bring different results.

There were no other comments.

Mayor Wythe arrived at 5:38 p.m.

VISITORS

STAFF & COUNCIL REPORT/COMMITTEE REPORT/BOROUGH REPORT

A. Council Report – Mayor Wythe

Mayor Wythe reported there were no recent actions from Council on this project. She did note that Mayor Navarre was a visitor and mentioned consolidation with KESA but did not delve into any details. She confirmed for Chair Castner that there was no mention on senior exemptions or bed tax either.

B. Staff Report – Carey Meyer, Public Works Director and City Engineer

Chair Castner requested Mr. Meyer to speak about the discussion that was held after the Open House on September 30, 2015.

Mr. Meyer reported on the following:

- The design team appreciated the direction from the worksession
- Teleconferences and face time with Chiefs Robl and Painter regarding the departments needs and giving concessions within each department
- They have made some compromises and believe that they have created plans to stay with the three budgets. They believe they can bring the Police building in at \$10 million and expending \$5 million on renovations to the existing Fire Department facility.

Chair Castner felt that \$5 million was more than needed for a renovation budget to extend the life of the building for 8 years. Mr. Meyer felt that it would be done for less but wanted to make sure they could cover any unknowns.

There was a brief discussion on the total for \$15 million with the bulk of the funds being dedicated for the Police building and renovations to the fire hall such as air handling, storage and exterior paint as was discussed during the worksession in October.

Mayor Wythe and Committee member Howard agreed with the Chair on that point.

Chair Castner stated that tonight the committee would be memorializing what was discussed at the worksession and make any motions that were required. They will not be doing anything for at least a month but that at a meeting in early December he hoped to cement the recommendations to Council for presentation at their (Council's) meeting in December.

Mr. Meyer would hope that the committee will firm up the deliverables at this meeting along with clarification.

Mr. Meyer additionally noted the draft Funding Feasibility Review memorandum which has been provided as a laydown.

C. Stantec Project Report – Dale Smythe, Sara Wilson-Doyle

A brief discussion and explanation by Chair Castner and Mayor Wythe regarding the intent of the committee at the worksession in focusing the bulk of the funding on the Police Station and providing remedial renovation funding for the Fire Department to get through approximately eight years ensued prior to any reports provided by Mr. Smythe or Ms. Wilson-Doyle.

Mr. Smythe reported that they focused on the efficiencies and redundancy within the space needs.

- removed the second floor fitness and training
- 10,082 square feet to 4,159 sf
- total reduction in phase one of 7600 sf
- reductions would be included in all options
- reductions do not dramatically limit future function
 - square footage removed and office uses removed
 - ability to add on to each department in the future
- Performed square foot cost ranges- \$300-\$500 per sf for Police Phase one only 23897 sf \$7-11 million
- Very preliminary project cost - does not include site costs such as covered parking, evidence storage/impound or other unknown site related costs

They have not taken the reductions to the fire side and put them into the floor plan to see what affect they have on the square footage. The next thing would to apply those costs to the square foot space on the police side to each space to get a more accurate idea on what those reductions mean to costs. Also they will need to get the higher end, specialized costs related to the jail, etc.

Chair Castner noted those steps are not necessary for the \$15 million scenario. They will need to come up with a new scope for renovations on the fire side. The committee will provide some input later at this meeting. He did note that the other two are comprehensive scenarios that the design team was tasked with.

Ms. Wilson-Doyle wanted to speak on the schedule but it can wait till later on the agenda.

Chair Castner speaking to the audience provided a breakdown on the proposed plan of action and that materials would be provided on the three different proposals that will be reviewed prior to the December 7th Council meeting.

Committee member Howard questioned when that meeting was to be and Chair Castner noted that they will discuss the issue later on the agenda.

PUBLIC HEARING

PENDING BUSINESS

A. Worksession Results – What was discussed, What Happened, What Next?

1. Revised Scope of Work
2. Summary Notes
3. Survey Results

Chair Castner read the title into the record and requested a motion on the three scenarios and deliverables required.

WYTHE/ROBL – MOVED TO ACCEPT THE THREE SCENARIOS PRESENTED AS THE NEXT STEP SCOPE OF WORK, ONE BEING A PLAN FOR A COMBINED FACILITY \$15-30 MILLION DOLLARS, THE SECOND BEING A PLAN FOR A COMBINED FACILITY AT \$20 MILLION DOLLARS AND THE THIRD BEING A PLAN FOR A POLICE FACILITY AND FIRE FACILITY UPGRADES FOR \$15 MILLION DOLLARS.

Chief Robl wanted to give the Design Team flexibility due to recent discussions and reviews which found spaces that were clearly larger than needed on the police side, and square footage costs which brought the estimate up to the \$25-30 million dollar figure. He believed this would allow them to build the police side for \$11 million or less and if they are able to come up with a combined facility for substantially less, he questioned needing the three scenarios. There was further discussion on the external structures were not included in the figures, that the fire could manage for a time without covered parking, etc. However the police would need some exterior storage and facilities. Chief Robl did not want to limit the design team with these numbers. Further discussion by the committee that the amounts in all three scenarios are classified as “up to amounts”, and if the design team can present a combined facility design that can be scaled up or scaled down for less that would be great. Mr. Smythe offered that they have the original design concept which has not been changed; this can be one scenario. The Design Team can make revisions and come up with two additional design options. Additional comment by Mayor Wythe on the questions posed so far by the community was if a facility of that size was actually needed and that so far savings found were related solely to reductions in square footage of certain spaces. Ms. Wilson-Doyle pointed out that it was up to the committee to determine the number of scenarios.

Chair Castner stated that the third scenario may remove the building from this site as there may be a preference not to build right up next to the building so it may be relocated on the site. He then asked if additional clarification was needed on the motion on the floor.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Castner then stated that the third scenario, to reiterate, the intent from the worksession was painting the building, improving the air quality of the building, and provide additional storage. Mayor Wythe agreed and added that the air handling system could also be repurposed into the new building.

Chair Castner then stated that the deliverables would be a conceptual floor plan, conceptual civil site plan and cost estimates for the three scenarios and requested a motion.

WYTHE/ROBL – MOVED THAT THE DELIVERABLES TO BE PROVIDED WERE A CONCEPTUAL FLOOR PLAN, CONCEPTUAL CIVIL SITE PLAN AND COST ESTIMATES FOR THE THREE SCENARIOS.

Discussion was conducted on the feasibility of the design team having the time needed to produce those materials.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Castner then brought up the question regarding a date for the next meeting any time during the week after the election on the first. Deputy City Clerk explained the availability of the room and her services or the Clerk's Office for that week.

Discussion ensued on a preference to having a meeting in Council Chambers especially if the Committee planned to hold a Public Hearing, that the Committee can record the meeting. Committee member Howard and Mayor Wythe questioned the need to hold a meeting so quickly. The following points were discussed:

- There was no urgency to present the three scenarios and it could wait until after the first of the year
- Waiting would allow the Design team to thoroughly review and vet each design for savings
- Allow for proper advertisement of meeting and public hearing
- Availability issues
- Worksession discussion on giving a presentation to Council was after the December meeting due to budget discussion. Committee members notes from the worksession slated January.
- Preference to schedule a presentation for a special meeting or Committee of the Whole then a consolidated presentation during the regular meeting for Council. Will need to check with the Clerk regarding Council schedule.
- Stantec to provide the draft documents mid-December to the Deputy City Clerk Krause, who will post to the website so the public can have ample opportunity to review and distribute to the Committee
- Presentation to Council in January

WYTHE - MOVED TO REQUEST DRAFT DOCUMENTS NO LATER THAN DECEMBER 20TH; FINAL DOCUMENTS NO LATER THAN JANUARY 11TH AND PRESENTATION DOCUMENTS EARLY FEBRUARY FOR A MID TO LATE FEBRUARY PRESENTATION FOR THE PUBLIC

There was no second to the motion or discussion by the committee.

There was a brief discussion on the options and that the notes accurately reflected the prioritized order. Mayor Wythe further added that the content and the dollars are the same; going back to the theory of a main project and a scaled down project and a renovation, the police station should not be substantially different than doing the whole project.

Chair Castner noted that there was uniformity in opinion from the committee on that too.

B. Public Involvement Plan – Review and Update

Chair Castner stated that between now and December the committee will be on hiatus, he stated that they are waiting to have things fleshed out and the committee has provided some guidance on what

they would like to see. He requested everyone to review the information when the Clerk distributes notification of it being on the website. He requested everyone to note the pluses and minuses for each of the plans so that they can discuss in January.

Mayor Wythe requested the briefing be moved to the Council meeting in January; referencing the Public Engagement Schedule in the packet on page 51, dates to be determined and the third Public Meeting will be scheduled in February.

Committee member Howard stated she has prepared a draft Public Outreach Program and inquired if the committee could discuss it now or at a later meeting. Chair Castner agreed now would be appropriate and Mrs. Howard distributed the draft Public Safety Building Community Outreach Program. She noted the following:

Assumptions

- Need funding which would require voter approval
- Council to put on the ballot
- Requires outreach funding in the amount of \$5,000

Facts about the Project

- Demonstrated needs and safety for employees and customers
- Current Buildings not suitable for remodel
- Best Location is the HERC site
- Need is now

Program Calendar to Reach a October 4, 2016 Election Date

- Select Chair for outreach program
- Earnest search for federal and state funding – January – May 2016
- Schedule meetings with Legislators Murkowski, Sullivan and Young over the holidays
- Schedule meetings with State Legislators – February 2016
- Present 35% Drawings and Cost Estimates to Council – May 2016 (or earlier)
- Joint Public Hearings – Council and Committee – May 2016
- Council to Approve Ballot measure – June 2016
- Council Authorizes funding for Ballot Measure Education – June 2016
- Training Ballot Measure Messengers – June – July 2016
- Schedule with various organizations to present on the Ballot Measure – July 2016
- Presentations during August – September 2016
- Public Service Messages in September 2016
- Articles on the Ballot measure in papers last two weeks – September 2016

How we deliver the Message

- Posters around town with factual info and contact information – July-September 2016
- Presentations to Service organizations – August –September 2016
- PSA's on ALL radio Stations beginning in September 2016
- Coffee Table September 2016
- Presentations at all Board/Commission and Committee meetings August – September 2016
- Each Council meeting under Committee Reports a 3 minute information statement/update
- Point of View Articles in each newspaper in September 2016

- Insert in the newspapers in September 2016
- Meet with Council/Mayoral Candidates to educate in mid-August/September 2016

Committee member Howard stated that timing is very important and is concerned with fatiguing or confusing the citizenry.

Chair Castner responded that this schedule with the exception of May 2016 timing for 35% fits with everything they talked about tonight and that is a minor change. He thanked Mrs. Howard for taking the time and preparing this schedule. He would like this to be addressed after the January meeting and the delay won't affect the schedule she has presented. He also believed that they had the funding for the purpose within the current allocation. Mrs. Howard stressed that it was required for the influencing the vote in accordance with APOC.

Chair Castner commented on the public comments received and would like to reach the mid-January point before launching the program part. Mayor Wythe requested clarification on the meeting with the legislators and Mrs. Howard felt that they need to get on their calendars since they would be going back into session in January. Mayor Wythe noted that they will need to contact their staff as soon as possible to get on their schedules in December.

Chair Castner requested this to be included in future packets after Mrs. Howard amends the document and the Clerk will provide a copy to Ms. Wilson-Doyle.

Mayor Wythe clarified that this schedule will be implemented after the one in the packet. She would like to revise that schedule to reflect the January 11th Council meeting for the City Council Briefing and February 10th will be the Public Meeting #3 after a brief consult with the Clerk on availability.

WYTHE/ROBL – MOVED TO ESTABLISH A COMMITTEE MEETING ON JANUARY 6TH, COUNCIL BRIEFING WITH THE THREE SCENARIOS AT THE JANUARY 11TH REGULAR COUNCIL MEETING AND FEBRUARY 10TH FOR THE PUBLIC MEETING NUMBER THREE COST ALTERNATIVES.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Draft Funding Feasibility Memorandum

Chair Castner suggested postponing discussion on this item until the next meeting since it was received as a laydown and that will allow the committee to disseminate the contents. He commented that there is great insight but the final analysis states there would be no substantial change. Since there is no design change he would like to make sure that everyone has a chance to thoroughly read the information.

There was no objection to postponing the memorandum until January 6, 2016 committee meeting.

B. Next Meeting Date and Deliverables

Chair Castner reviewed the next meeting dates as previously discussed.

INFORMATIONAL ITEMS

- A. Resolution 14-20 Creation of the Committee and Scope of Work
- B. Contact List as of October 30, 2015

COMMENTS OF THE AUDIENCE

Mary Griswold, requested correction of the contact information for design team.

COMMENTS OF CITY STAFF

Carey Meyer appreciated the direction provided by the committee tonight. He requested clarification on the displacement of the skateboard park and other amenities and if they should include a line item in the cost estimate.

Chair Castner responded that those issues fall under the plus and minuses that he requested everyone to consider when reviewing the designs and it is not under the prevue of this committee however it would be okay to make a note of the cost to relocate or replace those amenities being displaced. He appreciated Mr. Meyer asking the question.

Mr. Meyer then commented on the effect to the existing contract with Stantec which was a reinvigorated public involvement effort and limited "35% design." Mr. Meyer noted that they have gone outside the scope on option two and option three. There was a short debate between Mr. Meyer and Chair Castner on the expenditure of efforts in relation to the contract between the City and Stantec. Mr. Meyer responded that they can keep track of the time expended on the additional work outside the original scope of work and base it on time and materials. He agreed with Chair Castner that a lot of the work is within the original scope of work but there is some work outside the contract and he wanted to make sure that Council was aware of these costs.

Chair Castner reiterated that Stantec would not be doing preliminary structural, electrical or mechanical, no elevations and believed that they were still far away from a true 35% design. They need something to show the public what the facility will look like as a phased approach, then what the project would look like \$5-6 million less. Mayor Wythe stated that if it is needed Stantec can present an invoice for the revised scope of work. The remaining Committee members nodded in consent.

Mr. Smythe stated that they will track their efforts regarding the three options including the conceptual drawings requested. Most of the previous efforts were involved in the Public Involvement which is pretty much expended.

There was further brief discussion on the worksession and public comments.

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe thanked Committee member Howard for doing the Public Outreach program, she appreciated the outline starting from the end result and working backwards; thanked Stantec and Staff for all their hard work on the joint worksession, it was very productive and there was a lot of good input received; Mayor Wythe stated she had the opportunity to speak with Don Bivins after he had visited the two departments and received some very good insight on the whole process; She appreciated the Chiefs for working together and finding modifications and alternatives to reduce the footprint and costs of the facility. Mayor Wythe looks forward to seeing the additional savings that may be developed on the fire side of that; she really believes that if they can find reductions in the project and can reduce the cost to \$20 million or less that they can take the whole thing to the community and be successful. Mayor Wythe wished everyone a Happy Holiday.

COMMENTS OF THE CHAIR

Chair Castner reported that at the last Council meeting on the participation of staff, City Manager and Council for the whole day in the worksession.

COMMENTS OF THE COMMITTEE

There were no comments from the committee members.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:45 p.m. The next regular meeting will be **WEDNESDAY, JANUARY 6, 2016 AT 5:30 P.M.** at the City Hall in the Conference Room Upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____