

Session 16-07 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Castner at 5:30 p.m. on June 8, 2016 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: Committee Members Castner, Howard, Painter, Robl, Wythe

DESIGN TEAM: Jessica Cederberg, Architect; Kevin Ross, Structural Engineer, Stantec

TELEPHONIC: Jo Jolley, Cornerstone Construction; Dale Smythe, Stantec

STAFF: Public Works Director Meyer
Deputy City Clerk Krause

Chief Robl announced that Chief Painter may not make this meeting due to an emergency and that he may have to leave if he gets one more beep on his phone. Chief Painter arrive during the last 10 minutes of the meeting.

AGENDA APPROVAL

The agenda was approved by consensus of the committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. April 6, 2016 Regular Meeting Minutes

The minutes of the April 6, 2016 regular meeting and the May 11, 2016 regular meeting were approved by consensus of the Committee.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Council Report – Mayor Wythe

Mayor Wythe reported that Council agreed that the Committee has the authority to continue on as established and as related to the Fire Station improvements. If anything additional needs to be authorized for the Committee the Council will do so by resolution as needed.

B. Staff & Design Team Project Report – Carey Meyer/Dale Smythe

The newest conceptual drawings and cost estimate were distributed at the meeting.

Dale Smythe, provided a brief summary of the revised conceptual drawings and that at the next meeting they are planning on providing additional refined drawings. These drawings represent space reductions in the lobby and one office area. The other areas have not been discussed with Chief Robl yet.

Chair Castner stated that it will take him a while to review these drawings and inquired of the committee if there was anything that leaped out at them regarding the drawings.

There was a brief discussion between Chair Castner and Public Works Director Meyer but was not audible to the Clerk or picked up on the recording. Chair Castner stated that between old and new it figures out at \$250/sf.

Mr. Smythe added cost comparison and range costs on the jail portion and that none of the costs listed included mechanical and electrical. Chair Castner clarified that it was included though in the prices listed and as they get it broken down it will reduce the costs on other items listed.

Further discussion is needed on where the committee will go with pre-bid services. Mr. Jolley stated that from his perspective he would like to start getting drawings done per discipline instead of square footage so that they can start building their estimate out. Chair Castner noted that they started that and would like to put the cost estimate aside for now.

Mr. Smythe commented on efforts regarding requirements from the Fire Marshall that have been related to Mr. Jolley regarding the Jail. Mr. Jolley also added comments on roofing costs have been reduced to \$30/sf on the cost estimate after speaking with a roofing contractor. He further confirmed that he would prefer line drawings on the systems to start getting estimates. Mr. Smythe confirmed that all disciplines are contained in house.

PUBLIC HEARING

PENDING BUSINESS

Chair Castner changed the agenda to address items of importance that Chief Robl would comment on due to the possible immediate departure. There was no dissent from the Committee.

A. Citizen Outreach Plan and Election Calendar

1. Approval of Draft Outreach Plan
2. Assignment of Duties
3. Review and Approval of Budget
4. Service Organizations
 - a. Letter to Service organizations
 - b. Developing list of community leaders as presenters and job description
 - c. Discussion on training of presenters
5. Public Information – Print and Radio
 - a. Assignment of Designing the Draft Voter Information Pamphlet
 - b. Assignment of Drafting the Radio Announcement Content
 - c. Assignment of drafting the newspaper display advertisements
 - d. Story Boards and Information for Fire Department 4th of July Open House

Committee member Howard provided a summary of her proposed Outreach Plan for the project. The following was reviewed and discussed:

- Election Calendar

- Trying to keep in mind Council meeting schedule
- presenting drawings and cost estimates to Council
- Calendar a workshop with Council
 - 30 minutes for the worksession
 - July 25, 2016 Council meeting (Mayor will be absent)
- Requested Chair to schedule a worksession/presentation
 - submit documents to Council prior to meeting
 - Alternate invite Council members to meeting in July
- June 27th Council meeting ordinance needs to be introduced with second reading on July 25th for requesting the monies (\$5000) from Council for the Outreach/Vote
 - noted the remaining \$1700 +/- in the original budget
 - recommended using the last ordinance as a template for the vote on the HART funds
- Council for approval of the voter information pamphlet
 - June 27th no later than July 25th meeting dates
 - Mayor Wythe advocated for June 27th to allow for additional public hearings
- Need talking points and who will craft the message, 200 word limit
- Need to recruit people to advocate for the project
 - Develop list of job description and contacts with short list of project facts
- Require purchase of radio spots
 - inexpensive compared to display ads in the paper
- Ads in Homer News
 - there is only one local paper, Homer Tribune has published the last issue
 - 2 ads prior to the election and 1 ad after
- Mailouts
 - Who do we target? City of Homer residents

Bond Mechanism to retire the bond is the Seasonal 1% Sales Tax

- Service Organizations
 - Contact immediately to reserve time on August with preference for September meetings
 - Chair Castner will speak with Kathy Hill about Rotary on September 14th
 - Present to City Boards and Commissions
 - Chair agreed that it was a good idea since each group had their own focus and groups to discern the information to.
 - Goal is to make sure the highest number of people in the community with the correct information.
- Chair inquired if Chief Robl would know of a gun club that they could present
 - Suggestions were Pat Johnson who was a local trainer and Chief Painter would have the information on the local gun organization.

Chair Castner stated he would like to work on the Frequently Asked Questions at the next meeting answering all the "What have they been doing to reduce the costs"

Mayor Wythe noted that since the Tribune is no longer in print they can develop a 3 x 5 card handout. Chair wanted to add that to the next meeting agenda.

Committee member Howard relayed a previous experience in another project she was involved in with the hospital.

There was a brief discussion on when to expect the 3D modeling of the project and possible worksession on June 15, 2016. Chair Castner further elaborated that he wanted to discuss where they want to be if the Bond is approved, he hopes that they would be only steps away from a Guaranteed Maximum Price. He also mentioned discussing verification at the next meeting.

B. Fire Department Renovations and Improvements

1. Draft Resolution 16-0XX
2. Draft Contract Modification
3. Draft Scope of Work, Project Schedule and Budget

Chair Castner requested a report on the inspection of the building from Jessica Cederberg and

Jessica Cederberg, with Stantec reported that they reviewed the building and that there are a few unknowns regarding connections and they are going to revisit the original drawings and Chair Castner will be speaking with Phil Morris who was the Chief at the time. They reported that some destructive investigative work may be needed to inspect the building. Non-invasive methods will be used first. Chair Castner believed that they may be able to track down the architect.

Ms. Cederberg then stated that the next task at hand is drawing a floor plan on uses for the expansion. Chief Painter has expressed the desire for additional bunk rooms, exercise room, storage and then progress from there.

Mr. Meyer commented on the contract modification which contained a list of deliverables, scope of services regarding the expansion and structural issues if any; next step is a rough order of magnitude costs for the eleven items on the list; they will also consider the costs to converting to natural gas within the original \$1 million cost. The other point was to get some immediate improvements completed this summer to show the community some progress with paving and drainage, fall goals to address roof and interior work for the winter. In the spring/summer of 2017 they will address the floor of the bays and additional exterior work.

Mr. Meyer commented on allowing Cornerstone Construction to select local contractors with proven quality of work to identify them early to benefit cost savings to the project.

Mr. Jolley confirmed that he believed it was doable to start something by July 15th especially since there are paving jobs going on right now in town.

Chair Castner addressed an amendment to the draft Resolution from an open bid to competitive process.

HOWARD/ WYTHER - MOVED TO AMEND LINE 26 AND 27 TO CHANGE THE OPEN BID PROCESS TO COMPETITIVE PROCESS.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

HOWARD/WYTHE – MOVED TO FORWARD THE RESOLUTION 16-0XX TO CITY COUNCIL FOR APPROVAL.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

C. Public Safety Building – Police Station

1. Design Drawings
2. Contract Modification
3. 3D Rendering of Project
4. Project Budget Update

Chair Castner inquired if Chief Robl had any questions. He noted that the drawings show the building has been pushed back allowing for additional covered parking. Chair Castner questioned the kitchen design on the second floor and Chief Robl confirmed that they don't need one that size. Chair Castner requested Chief Robl to review these drawings and double check against the space needs.

NEW BUSINESS

- A. Next Meeting Date and Deliverables

INFORMATIONAL ITEMS

- A. HERC Testing Sites
B. Email re: Additional Indoor Range Operation Costs
C. Email re: HERC Facility Re-design for Public Safety Facility

COMMENTS OF THE AUDIENCE

Scott Adams, city resident, appreciated the work of the committee and expressed major concerns about implementing a 1% sales tax just to pay the bond for the facility not just run it but not the employee's wages or healthcare or so on. He stated that \$11-12 million dollars he still doesn't approve it unless you get lower, much lower. He had concerns with sending a mail-out and the costs, Mr. Adams noted that the Committee reported costs of about \$5000 for the natural gas mail out and that was more like \$11,000 but more important was sending it out to the voters then it should be sent out to all the property owners that are living in the Lower 48 and are only in town for three months of the year and don't have all the information. They are part of the community. He believes that the committee is pushing themselves since they only have 4 months or so before the vote to prepare.

What he has read in the paper about Sales tax and on Social Media the costs to bond are high and the people don't like it. He likes what Ken has done reusing the HERC but disagreed with the costs of \$95,000 to relocate the Skateboard Park as too high along with additional line items such as the vehicle impound. He would like to see things cut. They are aware of the economic conditions of the state and the money is not available and the committee needs to consider the people who are supporting this town not just what they want.

Heath Smith, city resident and council member, echoed the appreciation for the work that has gone into the project. He agreed that they need a new facility for the police. He could repeat everything he said last time and if they can pull out that list he would ditto it, but he will go through it again. Mr. Smith then stated that the gun range is going to be a hard sell, maybe this is a future project, the space is there and they just don't finish it, maybe we approach it when the financial outlook is better. He questioned the space allocated to Dispatch and posed the following question to Chief Robl regarding the number of dispatchers on shift at one time; Chief Robl responded that there is normally two dispatchers and on occasions there are three. Mr. Smith then inquired what percentage of the work shifts each week does he have more than two dispatchers on schedule. Chief Robl responded approximately 20 hours a week. Mr. Smith stated that the Dispatch center does a lot for the department but the area is way oversized and believed that it could shrink considerably from 27 x 28. There is just a lot of dedicated floor space that does not need to exist. This is what it will come down to, Mr. Adams is right, it will come down to the voters scrutinizing and asking if this is really a need. Do you really need this square footage to carry out those operations. We spoke about the briefing and training room, he questioned how many officers are there on shift at any given time and Chief Robl responded that they have two to three and Mr. Smith noted that they have nine offices and utilizing space at any given time you would have six vacant offices and he is not sure what that middle area is for but also felt that the briefing and training could be accommodated in the area designate for the breakroom because he did not believe that they needed 475 square feet for two to three people. He does not want to build and pay for space that will stay empty for the 80% of the time. He would like to see it tightened up. Mr. Smith went on to comment on the special air handling required for the airborne diseases for the jail cells and did not think that they should need to have it for all cells since they have only two rooms at the local hospital. He doesn't know what the costs are that are associated with that line item but feels that they should really look at that. He again reiterated that the public is going to be concerned about this too. He feels that they could mirror the hospital. For him it will come down to how can they economize. They are going to have to look at what they can make up for the \$1 million they are borrowing from HART right now and if the taxes start climbing it will be felt. Looking into the future with the internet he doesn't feel the outlook is good regarding retail taxes. He wants to get a new police station but it is not there yet.

COMMENTS OF CITY STAFF

Carey Meyer, Public Works Director, noted that there is still \$200,000 plus left in the original contract. There are a number of projects going on in town and he took the liberty to requesting test holes, page 35 in the packet, and would like the committee's nod on getting these test holes done. He inquired about what the committee wanted to do with the remaining funding.

Chair Castner noted they can discuss that next meeting.

Deputy City Clerk Krause requested input on the next meeting date as the Committee did not have any further meetings or worksessions calendared. She noted that her memo regarding the next meeting dates were July 13th and August 10th. She recommended scheduling the next meeting for June 29th as there was no Clerk available for the week prior and she would get confirmation from the City Clerk regarding a worksession for next Wednesday however that did not allow the notification requirements in accordance with the regulations.

A brief discussion ensued and the Committee agreed to establishing meetings as recommended by Deputy City Clerk Krause. She will send an email confirmation regarding the dates after speaking with the City Clerk. Mayor Wythe noted that she will be unavailable for a meeting on July 21st.

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe thanked Barbara for her work on preparing the election schedule and thanked the contractors for their work.

COMMENTS OF THE CHAIR

Chair Castner commented that this is planned to be a 50 year building and he does not want to build a building that they can use today but will last far into the future. He further noted that they started with several big hairy numbers and as they work and define the projects those numbers are going down, down, down; he provided the steps taken on bringing a million dollar gun range down to what it cost now. That is why they have the Council meetings, public hearings and meetings and its time to get out there and let people know about it and frankly this is the best time to do it. He believes that they can get this project completed.

COMMENTS OF THE COMMITTEE

Committee member Howard had no comments.

Chief Robl stated he will review the space needs study and compare to the drawings and report back at the next meeting.

Chief Painter commented they started the party without him.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:58 p.m. The next regular meeting is scheduled for June 29, 2016 at 5:30 p.m. All meetings scheduled to be held at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____