

**NOTICE OF MEETING
REGULAR MEETING**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. Minutes of the April 6, 2016 Regular Meeting

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4. 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)*

5. VISITORS

6. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Council Report – Mayor Wythe

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

7. PUBLIC HEARING *(3 minute time limit)*

A. Fire Station Remodeling – Stantec Proposal

8. PENDING BUSINESS

A. New Police Station Design and Preliminary Planning

1. Master Site Plan Review

2. Conceptual Design

3. Preliminary Adjacencies

9. NEW BUSINESS

A. “E” Calendar

B. Determination of Contracting Preference for Fire Station Remodeling

10. INFORMATIONAL ITEMS

11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE CITY STAFF

13. COMMENTS OF THE COUNCILMEMBER *(If one is assigned)*

14. COMMENTS OF THE CHAIR

15. COMMENTS OF THE COMMITTEE

16. ADJOURNMENT/ Next Regular Meeting is Wednesday, June 8, 2016 at 5:30 p.m. A Worksession is scheduled for Wednesday May 18, 2016 at 5:30 p.m. All meetings scheduled to be held in the City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 16-03 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on March 9, 2016 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, WYTHE, ROBL, PAINTER AND CASTNER

DESIGN TEAM: (TELEPHONIC) DALE SMYTHE, LEAD ARCHITECT, STANTEC;
JOE JOLLY, CORNERSTONE

STAFF: WAYNE ADERHOLD, PROJECT MANAGER

AGENDA APPROVAL

The agenda was approved by consensus of the Committee.

APPROVAL OF MINUTES

A. Minutes for the March 9, 2016 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)*

No comments from the public present.

VISITORS

STAFF & COUNCIL REPORT/COMMITTEE REPORT/BOROUGH REPORT

A. Council Report – Mayor Wythe

Mayor Wythe provided a brief summary of the actions of Council and the request to the City Manager to provide some avenues for funding the project.

B. Staff Report – Wayne Aderhold, Project Manager

Chair Castner inquired if Mr. Aderhold had anything to report. Mr. Aderhold did not.

C. Stantec Project Report – Dale Smythe

Chair Castner requested Mr. Smythe to provide an overview of the report on the HERC. He also thanked Mr. Smythe for providing the information in such a tight timeline.

Mr. Smythe reported that they reviewed the existing building for an upgrade analysis regarding possible reuse of the existing structure or portions thereof for the police department. They had personnel on site to review the highest potential for cost which is structural and mechanical and electrical engineers reviewed pictures of the facility. As the team reviewed what they found they had more conversations with the Fire Marshal and consulted the requirements in Code. The structure is in

surprisingly good condition; however licensed professionals must confirm the findings of the report. Limited calculations since they did not do a redesign, but there is no reason not to consider it probable. The power, new water service for fire protection and sprinkler system would come from a new facility and serve the old building. The results of the report make it probable that they can reuse the building within the project that they know about. The state Fire Marshal is adamant that any additional reuse of the entire facility would require to be sprinklered. If the gym was going to be reused fire separation or protection would be required and is not included in the costs.

Mr. Smythe continued by stating that the discussion was limited to only a specific portion. He then noted that Mr. Jolly would be able to supplement the narrative since this is not typical to get a cost estimates from a narrative and discussion but he has been very flexible walking through this process. The structural engineers recommended beefing up the roof diaphragm by using ½ inch plywood with screws 6 inch on center which provided enough information for Mr. Jolley to provide a cost. He then turn the floor over to Mr. Jolley.

Mr. Jolley, reported that in reviewing the pricing report by breaking it down into individual scopes which provides less chance for catastrophic mistakes. Mr. Jolley proceeded to run down the costs:

General Conditions – Cost of doing Construction covers equipment, electricity, small tools
Hazardous Material Demolition
Labor to perform Architectural Demolition
Concrete cutting, repairs to existing slab on grade, spread footings to carry columns, pour back slab
Steel – 6 columns and 3 beams to shore up the existing facility for the fire range
Roofing and additional rough carpentry to cover the structural and architectural requirements
Demolition of windows and replacement of solid walls
Doors and hardware
Fire Resistant Drywall
Painting interior and exterior
Patch existing flooring
Materials for Shooting Range and Installation from Specialty Contractor
Fire Suppression/Sprinkler System
Plumbing – Minimal
HVAC – can reuse some existing equipment
Electrical – provide some additional lighting
Insurances, Overhead, Performance Bond and 8% Contingency
This brings the total costs to \$987,000

Chief Painter inquired if there was a cost comparison to build that same square footage new. Discussion was entertained on the costs for a new build. That estimate was for a 10 lane firing range was approximately \$1 million. Mr. Jolley guessed that it could cost between \$350-450 per square foot costs. Chief Robl inquired how many square feet would be available for evidence storage. The storage areas were noted on the last pages. Mayor Wythe reported that 2080 sf was denoted as storage/evidence. He continued that the committee needs to decide to use the HERC for the Police Department then the next step would be to develop a master plan for the project. Then they need to develop the site. He believed that this report and costs are what they asked for but agreed that the south side of the facility should be the shooting range.

Chair Castner had asked questions regarding the use of lead free bullets but there are only three departments in the United States. Then he asked about building the new facility up against the old building. Mr. Smythe responded that a 6 inch space would be employed.

Mayor Wythe expressed concern regarding square footage for evidence and did not want to lose any of the required square footage. Mr. Smythe offered that this will not detract from any square footage that was requested. He then noted that the rest of the building will not be touched noting the asbestos involved in the old boiler, etc. He acknowledged the assistance from Chair Castner on the costs involved in the Shooting Range.

Mayor Wythe questioned how they would maintain the building such as removing the restrooms, etc. She expressed concern to having personnel going into those areas that have asbestos materials to performed maintenance. Mr. Smythe stated that there will be hot areas such as the old boiler room and flooring and will need an extra level of certification and record keeping. As the design process continues they will be able to look at the costs of dealing with it now versus dealing with it in the future. Once the committee digests the information in the report they can discuss that further.

Chair Castner asked if there was opposition to hearing Public Comments at this time. There was no opposition from the committee.

Mr. Scott Adams, city resident, commented on the cost estimates for asbestos removal was approximately \$250,000 if the building was to be knocked down, will the cost be the same if they remove the asbestos from these areas. His next question regarded the relocation of the maintenance and if they have to replace this how much is the cost on top of the police department. He again stated that the cost of \$1 million for a shooting range he feels the police department can do like others and use local firing ranges. He acknowledged the lesser cost with using the HERC building and is in favor of using the facility for storage but if they go around this asbestos issue he wondered if they can address that issue, use this building instead of building one for 300 to 500 a square foot.

Mr. Heath Smith, resident, stated he is encouraged that they can put that building (HERC) to use and questions that they need a shooting range, he understands the value for training but questions the added expense and understands having the shooting range, but encouraged the committee that if they did build one it would benefit the whole community. The larger shooting community uses what is available and he believed that if they do build a shooting range that it should be open to the public when the police are not using it. He then cited his continued concerns regarding the economic constraints to the state and having not felt the full force of that yet when they go to the people, they need to understand that the City is not disconnected from the constraints that are upon us. He likes the grounds that he sees being moved here but he does not want to go to the polls and fail with any bond. He wants to encourage the committee keeps that focus in front of them. Mr. Smith would like to see this pass, wants a new facility, and wants our policemen provided for as it translates directly what they can do for our community.

PUBLIC HEARING

PENDING BUSINESS

A. Project Direction and Preliminary Planning for a Public Information Plan (Discussion items postponed from the March 9, 2016 regular meeting)

Chair Castner asked if the committee wanted to discuss any of the items listed as he felt that it will come out under New Business.

2. Option #3

c) Square Footage Determinations for Police Station – Preliminary

Chair Castner noted that this element has not changed.

e) Skateboard Park

Chair Castner noted that the Skateboard Park would not be required to be moved and Chief Robl confirmed this.

f) Expenditures for Design Studies and Design for Police Station

Chair Castner opined that the police station is after they master plan the site so that it accommodates the new fire station in the future, such as where are the utilities going to be, and answer any questions such as demolition of the secondary building and if they have enough funding to perform that charette with the two departments and the two Chiefs present. That was his goal for this meeting was to get the committee to agree to a master plan element to the project.

NEW BUSINESS

A. Fire Station New Work – Timeline of Activities

Chair Castner then brought this item to floor and addressed Chief Painter that he would like him to tell the committee how the committee can best help him where he wanted to go. Chair Castner stated that he tried to express to the Council that he did not know if the committee would be an impediment or help. Chair Castner further stated that they are not doing the upgrades and renovations under the existing Stantec or Cornerstone contracts.

Chief Painter stated that they will need design drawings if they plan to expand the upstairs and felt that was beyond Public Works. Chief Painter further commented on the idea of expansion of approximately 1000 square feet by raising the roof to accommodate live-in responders. The rest he opined was pretty much upgrading and improving what is already there.

Chair Castner then posed a question to Mr. Aderhold on the process of issuing a Request for Proposal for Design. Mr. Aderhold expressed that he has limited knowledge but knows that that the City does have term contracts, there may be someone on contract that could do this but he would have to look into that and if they do not have that available then yes an RFP would have to be issued.

Chair Castner noted that the committee does not meet all that often and he would like to get that decided tonight.

Chief Painter offered comments on the last renovations completed in 1995 and the Public Works Department functioned as the General Contractor for that project. he then commented again on the additional space.

Mayor Wythe offered the reasons why she placed it this way. She noted that there are components that are minor and others that are larger and they need a full blown plan in order to get it financed. So having someone come in and what the Chief feels is minor they may state other wise and so she believes that they need to have a closer number of the costs involved.

A brief discussion on issuing a motion to proceed on issuing a Request for Proposals ensued.

WYTHE/ MOVED TO IMPLEMENT RESOLUTION 16-035 AS APPROVED BY THE CITY COUNCIL.

Discussion ensued on the function of the committee which is to ensure that the Fire Department gets what they require from the project.

There was no second to motion and no one opposed the motion as presented.

Mr. Aderhold added further clarification on what the request for proposal will contain.

Chief Painter commented on the existing asbuilts and past recommendations to widen the entire building and that he will be involved with writing the Request for Proposals. Further discussion on how long it would take to write up an RFP and then advertise and receive responses and have Council award a Contract by the last meeting in June.

Mr. Smythe was requested to weigh in his opinion on how to issue the RFP. He responded that it all depended on what type of requirements we are going to ask of the design firm.

Further discussion touched on the points regarding request for qualifications, this would also be determined by the City of Homer Procurement Manual, these things need to happen in an expedient manner and include those items as outlined in the Memorandum to Council from Chief Painter.

- a. Resolution 16-035 Approving Necessary Improvements and Upgrades to the Existing Fire Station, Separating the Fire Station from the New Public Safety Building Project and Authorizing the Public Safety Building Review Committee to Continue Work on the Fire Station Improvement Project
- b. Introduction of Ordinance 16-16 Transfer if \$80,000 from the Public Safety Building Project for the Fire Station Improvement Project to Fund Design
- c. Memorandum from City Manager on Funding the Fire Department Improvements

B. Master Plan – New Conceptual Drawing for the Project

Chair Castner then stated that he would like to sit down with the Chiefs so that when they get to the time that they can build a new fire station he did not want to come up with road blocks so he was asking if they could discuss that now.

Chief Robl wanted to discuss two things. One he received a call from Chris Newby and was informed that they have purchased the Kachemak Center and were interested if their building can provide some of the space needs of the Police department. Two, at the beginning of this project he asked the Alaska State Troopers (AST) if they wanted to be involved in any form with this project and they said no. They had that building built in Anchor Point and had signed a 10 year lease and then they would be building their own building in this area.

Chief Robl reported that AST contacted him and asked if it was too late to be involved this project. Currently they cannot provide any money or funding but for some minor space needs they would be willing to lease space from the City and currently they are on a year by year lease. Chief Robl stated that AST currently pays \$10,000 per month to lease the building in Anchor Point but of course they expected a savings leasing less space from the City.

Most of the committee members expressed favorable nods in accommodating the Troopers for a price.

The Committee members were in agreement about not considering the property of Kachemak Center for any portion of the project.

In response to the space needs of the AST they would require 7-8 offices and some evidence storage and would share all the other amenities and parking.

It was agreed that if this was feasible it would be a selling point for the community. Chief Robl stated that historically it was beneficial to working together.

Chair Castner stated that he is working on a similar project in Wasilla and the politics involved is pretty thick. As a business person he would have to review the numbers to see if trading space for revenue dollars would be worth the expense. He advocated for caution and stated that the City is not a bank. Mayor Wythe responded that if they are building a 20-30 year building that it will have that space, the city is just renting out that space and when we need that space then they will take it back.

Chair Castner stated that this can be discussed during the creation of the Master Plan.

The next discussion focused on the remaining funds of approximately \$53000. Chair Castner would like to throw some funds at the design charette and inquired what number could Mr. Smythe throw at that for them. Chair Castner requested a motion.

Mayor Wythe wanted to have a meeting and invite AST and Stantec so they can revisit the potential uses of the HERC building and develop a start to the Master Plan. Mayor Wythe stated that she feels they need to schedule several meetings so they can get this completed and meeting infrequently they are not going to get it completed. Mrs. Howard agreed to more meetings to get the information needed to present to the Public to have a successful election.

C. Next Meeting Date and Deliverables

Mrs. Howard stated that working backwards from Election Day in October there are certain goals that they have to accomplish in order to have something to show the public. Chair Castner suggested every other week, but stated he would be willing to meet every week if the committee wanted that. Mayor Wythe brought the committee's attention to page 23 in the packet listing the available dates and she opined that the committee needs as many of those dates to have something ready for a ballot.

WYTHE/HOWARD – MOVED TO HAVE A WEEKLY MEETING FROM APRIL 27, 2016 THROUGH JUNE 8, 2016 AS LONG AS THEY HAVE A QUORUM.

Further discussion ensued on not having a sketch up, scheduling the master plan, clarification on attendance by Mr. Smythe, scale drawings, vehicle turnarounds, location of existing utilities, both the Chiefs, Mr. Meyer and make decisions without having to stop the process. Chair Castner advocated for having as much information as possible beforehand. Mr. Meyer should have the feasibility of the HERC facility. This exercise should take approximately 6-8 hours. The Chiefs may not be required the whole time, Mr. Meyer would be required and another member of the design team.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chief Robl will get additional information from AST and will contact Mr. Newby regarding the Kachemak Center.

Chair Castner would also like to authorize on an hourly billing for the design team to be able to prep for the meeting on April 27, 2016.

WYTHE/HOWARD - MOVED TO AUTHORIZE THE REQUIRED PARTIES TO WORK WITH STANTEC ON THE DEVELOPMENT OF MATERIALS IN PREPARATION OF THE MASTER PLAN MEETING ON APRIL 27, 2016 AND NOT TO EXCEED FUNDS AVAILABLE IN THE COMMITTEE'S ACCOUNT AT THIS TIME.

Since they are not sure what the amount will be this allows some leeway.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Castner requested Mr. Smythe to respond to the previous question about the abatement issue.

Mr. Smythe explained that the cost previously estimated was for demolition of the two buildings and was required to actually get rid of the debris. That is why it was separated out. There is also the issue of leaving items that are currently encapsulated that would be left encapsulated. Mr. Smythe noted that there is more detail in their report and can provide additional information if the committee desired.

INFORMATIONAL ITEMS

A. Contact List as of December 21, 2015

There was no discussion on the informational items.

COMMENTS OF THE AUDIENCE

Scott Adams requested if they could provide the costs for those areas of asbestos at the April 27th meeting since the Mayor has expressed concerns. Chair Castner responded that they were really discussing only the boiler room since the flooring is encapsulated and they don't plan on removing that. Mr. Adams then expressed having issues with Troopers citing the recent vote in Girdwood and Whittier Troopers. Mr. Adams further stated that they would have to be firm and have it in writing so the Troopers wouldn't leave Homer after a year, year to year lease doesn't sound so permanent to him, since the Troopers went to Anchor Point because of the issues in Anchor Point. Mr. Adams then questioned the Fire Station renovations and the cost won't go over the million dollars as he did not want any more surprises.

Chair Castner responded that is why he stated it would be a la carte, just like when you go to a restaurant, you order something there is a cost and it will be added to the total cost. Mr. Adams stated that Council allocated the \$80,000 for that review and he did not want to go back to Council requesting more money.

Heath Smith stated that consolidation of services is great but advocated to keeping open minds on not having joint campuses and that they may be long beyond the discussion but another 10-15 years the city could be in a whole different state of mind and committing ourselves to a combined campus may be premature. Mr. Smith expressed concerns with the Troopers, he understands the benefits of having them in the same building but what we are asking the people of Homer to do is pay for that addition so that any revenue source just comes into the city and what does that really supplant? What are we offsetting for our residents in order to pay for that over time? Mr. Smith stated he doesn't know if that makes sense to him until he sees real numbers that really justifies that but he also knows that there are private individuals with buckets of money that would be glad to build to suit for the Troopers and collect \$10,000 per month and that would be a developed piece of property that is on the tax rolls and could generate revenue streams or there may be other vacant property around town that would be suitable for that sort of thing. Mr. Smith encouraged that first before they start expanding the project which they were just trying to shrink and reduce the cost. If you look at \$10,000 which equates to \$120,000 per year and it may take 10 years to pay for that expansion. So numbers are going to matter and Homer needs to fill space that already sits vacant.

Mary Griswold, city resident, really looks forward to this Master Plan on the 27th but doesn't understand why they need additional information since the space needs, turning radius' and property characteristics haven't changed since they did all that work before but she appreciates doing a new conceptual plan. Thank you.

COMMENTS OF CITY STAFF

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe stated that her interest in the Troopers is if the city is building a facility that is designed to last an extended period and has growth areas for the Police Department, if you could lease out those areas that are potentially not going to be populated now and have some revenue from that, then that makes good sense to her; the alternative is they are sitting there, you are building them and that is the nature of building a long term use facility is that there is unpopulated areas. She is not looking at expanding the project and adding more square footage but can they use the square footage that they are already proposing and get a return on that investment. She appreciates the concern for the potential to do a private format as well but since the Troopers did not approach a private organization and approached the city then she feels they should look at it since it would be a financial contribution to the cost. She feels that it is worth exploring the possibilities.

COMMENTS OF THE CHAIR

Chair Castner stated that the purpose of the master plan was for after he has died and someone in the future looks at the project and says they have to build this new building, doesn't say, "What were they thinking! If they only moved this 5 feet this way...", it will be easily explained. He stated that it is not to commit to future funding but to commit to the space analysis that they have to fit everything in if they evolve as they think it will evolve; we do not know how or when they will evolve but if they do not have a rigorous planning process they are going to do it wrong. That is why they do the master plan process. It has been pointed out to him several times the turning radius needs of the vehicles and the bay length requirements, and make sure we don't build over that turning radius and that we have the most efficient 6 inch waterline coming into the new facilities to make sure we don't have to have a

second line installed in the future. They need to keep asking themselves if this is right because the people are going to keep asking us. That is the purpose of a master plan. He wants to make sure that they move forward and that the committee has been really diligent and hopes that tonight's meeting shows that the committee is working to get this project into efficiency. Chair Castner invited them to keep coming to the meetings as he is counting on them to sell it to the town.

COMMENTS OF THE COMMITTEE

Mrs. Howard and Chief Painter had no comments.

Chief Robl commented that he felt it would be possible to accommodate the square footage requirement of the Troopers within the square footage they are talking about and they will look into it closely.

There was inquiry on the time of the next meeting on April 27th and Chair Castner reported to be announced.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 7:00 p.m. The next meeting will be on **WEDNESDAY, APRIL 27, 2016 AT TBA.** in the Upstairs Conference Room at City Hall located at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____