

**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 and the May 11, 2016 Regular Meeting **Page 3**

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)*

8. PENDING BUSINESS

A. Citizen Outreach Plan and Election Calendar **Page 19**

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

B. Fire Department Renovations and Improvements **Page 37**

1. Draft Resolution 16-0XX

2. Draft Contract Modification

3. Draft Scope of Work, Project Schedule and Budget

C. Public Safety Building – Police Station **Page 39**

1. Design Drawings

2. Contract Modification

3. 3D Rendering of Project

4. Project Budget Update

9. NEW BUSINESS

A. Next Meeting Date and Deliverables

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10. INFORMATIONAL ITEMS

A. HERC Site Testing Results

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B. Email re: Additional Indoor Range Operation Costs

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C. Email re: HERC Facility Re-design for Public Safety Facility

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11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE CITY STAFF

13. COMMENTS OF THE COUNCILMEMBER

14. COMMENTS OF THE COMMITTEE

15. ADJOURNMENT/ Next Regular Meeting is Wednesday, July 13, 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: _____

Session 16-05 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Castner at 5:30 p.m. on May 11, 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: Dale Smythe

STAFF: Public Works Director Meyer
Deputy City Clerk Jacobsen

AGENDA APPROVAL

The agenda was approved by consensus of the committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

Heath Smith, city resident and City Councilmember, encouraged that careful consideration be given to how the shooting range is pitched to the public as there will likely be concerns about its proximity to the schools, management of the range as a public facility, and the overall scope of operations and cost of providing the public space for that. He also commented about the outreach plan and said he's more interested in exploring an option where there is a seasonal sales tax increase so visitors can share in helping pay for the facility since they also enjoy the benefit of that security while they are here.

Chair Castner noted they will touch on the outreach plan when they address the E Calendar under new business. He explained the door on the east is the public access to the shooting range, not on the school side, so basically everything will be accessed from that side of the building.

Mr. Smith responded that it's only a 40 yard difference, and crazy is crazy. There's no defining what idiots do with their firearms when they go off the edge. In light of concern with school shootings it is something to be cognizant of.

RECONSIDERATION

APPROVAL OF MINUTES

A. April 6, 2016 Regular Meeting Minutes

The committee inadvertently skipped over approval of the minutes. It will be included on their next meeting agenda.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Council Report – Mayor Wythe

Mayor Wythe had nothing to report.

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

Public Works Director Meyer reported on Mr. Smythe's meeting with the Police Chief where they reviewed and made adjustments the floor plan for the police station. He didn't attend much of their meeting, but understands it was successful and things were arranged in a way that meets the Chief's expectations. Mr. Smythe added that the major change was moving the dispatch and admin area related to the jail. There were also some modifications to room sizes to be more cost effective and meet the Chief's needs, they found new uses for existing spaces within the building that were listed as oversized before, and have aligned the spaces. He doesn't have the total square footage yet but expects it is the same as the last estimate, if not less.

Discussion ensued regarding the police station design updates.

- A cost estimate can be done fairly quickly based on square footage, and space use and type; the bigger issue is defining the extent of renovation at the HERC.
- Special strengthening of the radio room space was addressed along with the notion that a seismic event is the largest threat to the building so the team is looking at ways to defend against that.
- Unified dispatch with the Borough does not show a significant benefit to the City of Homer from a financial or from a service perspective.
- They need to start to identify a mechanical and electrical plan.
- There was reference to the drawing noting where the secured storage spaces would be to the west of the building and that it would be nice to still keep the skateboard park somewhere on the site.

Chair Castner noted that at the last City Council meeting he asked council to think about referring the skate board park location to the Parks and Recreation Commission to verify everyone agrees that's the best thing to do.

PUBLIC HEARING

A. Fire Station Remodeling – Stantec Proposal

There were no public comments.

Mayor Wythe expressed that she would like it to be very specific that part of the scope is for them to identify any further modifications that may be necessary to extend the longevity and safety of the building. She said they have had vaulting issues under the floors and issues with cavitation and it needs to be confirmed that previous work that has been done has resolved those problems. We need to have the facility last for at least 10 more years.

There was discussion of having the scope of work finalized for the committee to review at the next meeting and be ready to sign the contract after final review the following meeting. As far as cost, Public Works Director Meyer expects there would be a lump sum price for each work task identified in the scope of work. The contract would be for the design within a design build approach for the project. Chair Castner and Mr. Meyer spoke briefly about the walk through that took place and a more detailed scope of work that will include the Mayor's request, also a draft contract and upcoming

meeting schedules. Chair Castner commented tonight they need to decide on one of the options in Public Works Director Meyer's memo outlining three options for proceeding and his recommendation:

Issue an RFP – an RFP could be developed with criteria that would place emphasis on qualifications and the use of local contractors. This approach would “cast the widest net”. It would take 45 days to prepare a RFP, advertise, and receive proposals. Scoring of the proposals and obtaining Council approval to award could take at least another 30 days. Any significant work requiring materials not readily available could not proceed until after Labor Day.

Use Existing Term Contract – Public Works has six term contracts in place with firms that have design/build experience that could be utilized to contract for necessary design and construction services under the conditions established by the Committee. The selected firm could be under contract within 30 days. Some work could be accomplished late in the summer.

Use Existing GC/CM Contract with Stantec/Cornerstone – Through an amendment to the existing contract, the team involved in the design and preparation for the construction of the Public Safety Building could be utilized to complete the work under the conditions set forth by the Committee. This contract amendment could be executed within the next two weeks. Construction could be initiated on some work items mid-summer.

Recommendation The Committee direct Public Works to utilize our existing contract with Stantec/Cornerstone to complete the proposed upgrade to the Fire Station.

Chair Castner thinks they are going with the option to amend the existing Stantec/Cornerstone contract and doesn't think it will hold up progress to review the scope of work at the June 8th meeting.

In reference to the options in the memo, Deputy City Clerk Jacobsen noted Resolution 16-035 lines 30 and 31 that the fire station improvement project will follow the City of Homer Procurement Policy, including an open bid process.

Chair Castner responded at the council meeting he attended he thinks there was a lot of shifting to allow them to do this as a design/build project, noting the attorney used a different term in the resolution. He thinks the council fully understands that they are trying to do this within the timeframe of this construction year. Mayor Wythe added that while this isn't a standard bid procedure it will be something akin to having a bid.

Brief discussion ensued regarding the GC/CM process in relation to the procurement manual and open bidding process.

PENDING BUSINESS

- A. New Police Station Design and Preliminary Planning
 - 1. Master Site Plan Review
 - 2. Conceptual Design
 - 3. Preliminary Adjacencies

There were no further comments on the master site plan.

They covered most of the information of the conceptual design under the Staff & Design Team Project report. Mr. Smythe confirmed it would be at least two weeks for the computerized floor plan and will have cost estimates by the next worksession, May 18th.

After reviewing the preliminary adjacencies no changes were recommended.

NEW BUSINESS

A. "E" Calendar

Mrs. Howard reviewed the calendar dates, emphasizing the time line for the ordinances and resolutions, and also for the election and the public education campaign. She feels strongly that the campaign should be done primarily in house, rather than by a consultant, because we know our community better than anyone.

HOWARD/WYTHE MOVED TO KEEP THE CALENDAR ON THE AGENDA FOR EACH MEETING.

There was brief clarification this will be adopted as their working plan and taken up at each meeting, including worksessions.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

The Committee discussed the timelines for having resolutions and ordinances to Council for first reading June 13th and second reading June 27th.

Audience member Heath Smith raised question regarding bonding and committee members reviewed the process.

B. Determination of Contracting Preference for Fire Station Remodeling

WYTHE/PAINTER MOVED THEY ACCEPT THE CONCEPT OF THE PROPOSAL FROM STANTEC AS THE PATH FORWARD.

WYTHE/PAINTER MOVED TO ADD FOR THE SPECIFIC CONVERSATION OF THE CONTENT INCLUDE THAT THE SCOPE OF WORK WILL ALSO INCLUDE A REVIEW FOR FURTHER MODIFICATIONS THAT MAY BE IDENTIFIED BY THE CONTRACTOR TO THE FACILITY TO ENSURE THE LONGEVITY AND SAFETY OF THE FACILITY, INCLUDING SPECIFICALLY THE CAVITATION REVIEW. ALSO INCLUDE A DATE SPECIFIC OF JUNE 8TH THAT THERE WOULD BE A DESIGN REVIEW TO THIS COMMITTEE FOR CONSIDERATION AND THAT WE WOULD HAVE A DRAFT ORDINANCE DEVELOPED TO SEND TO COUNCIL ON THE JUNE 13TH MEETING.

Chair Castner commented they would need a project budget in order to prepare an ordinance. Mayor Wythe explained her intent to draft the ordinance to stay within their schedule and if need be a

substitute ordinance could be provided at the second reading with the final numbers. She reminded the committee there is only one Council meeting in July, on July 25th.

The amendment was approved by consensus of the Committee.

VOTE: (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

None

COMMENTS OF THE AUDIENCE

None

COMMENTS OF CITY STAFF

Deputy City Clerk Jacobsen clarified that the Chair would be in contact with the Clerk's office to confirm if there will be a worksession on the 18th.

COMMENTS OF THE COUNCILMEMBER

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

COMMENTS OF THE CHAIR

Chair Castner thanked Mrs. Howard and said he may be contacting her to attend the May 23rd council meeting. He commented to Councilmember Smith that the committee is working diligently to do this project and his comments and interest is appreciated. He feels he has been honest with Mr. Smith as to what his obligations are when he took on chairing this committee, to try and get our public safety personnel the facility they need to operate and deliver services. He will always be pressing for the shooting range and so forth, and do it in a way that's efficient and cost effective. He thinks what they have done with the shooting range is brilliant going from a cost of \$1 million to \$200,000 and he doesn't think they should be penalized after all that effort.

COMMENTS OF THE COMMITTEE

Mayor Wythe asked to add zoning needs to their next agenda, whether it's this week or the following week.

Mary Griswold interjected from the audience there is a list of items on their schedule they adopted so they better have a meeting next week.

PUBLIC SAFETY BUILDING REVIEW COMMITTEE
REGULAR MEETING
MAY 11, 2016

Chief Painter said he is glad to see this moving forward.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:43 p.m. The next regular meeting is scheduled for June 8, 2016 at 5:30 p.m. and a worksession is scheduled for May 18, 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.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____

Date: June 8, 2016
To: Public Safety Building Task Force
From: Barbara Howard
Subject: Action items for citizen outreach plan

This is a regular meeting and we can and should take action on as many of the following items you are comfortable with. Keeping in mind that all of this work is in DRAFT form allowing for editing.

- A. Citizens Outreach Plan and Election Calendar, June 8, 2016
 - 1. For consideration and approval of overall components of plan
- B. Details of plan for consideration and approval:
 - 1. Assignment of duties
Chair, Ken Castner
Mayor, Beth Wythe
Barbara Howard
Chief Painter
Chief Robl
- C. Review and Approval of budget
- D. Letter to service organizations
- E. Develop: List of community leaders as presenters and job description
- F. Discussion : Plan for training of presenters
- G. Assignment for crafting/drafting voter pamphlet
- H. Assignment for crafting/drafting radio announcements
- I. Assignment for crafting/drafting newspaper display ads

For July 6, 2016 regular meeting

- 1. Approval of "voter pamphlet" support statement
- 2. Approval of radio announcement
- 3. Approval of display ads

Election Calendar
October 4, 2016
Public Safety Building Bond Initiative
Public Outreach Plan

June 1 (E-126)

June 1 (E-126) Workshop meeting. No action **Meeting Canceled by Committee 5/25/16**

June 8 (E-119) Approve calendar; Develop team; Assign tasks; Approve budget;

June 13 (E-113) Present drawings (renderings) and cost estimate to Council; outreach plan
Send request for council workshop;

June 29 (E-97) Develop and approve job description for advocates for the project
Identify possible community leaders ; assign contacts

Identify and approve information in voter pamphlet

July 1 (E-96)

July 6 (E-90) Develop and approve letters requesting presentation time with service clubs.
Identify contact information .
Send out by July 15.

July 20 (E-76) Develop and approve PSA's and schedule
Approve schedule and assign speakers to service clubs
Letter requesting "coffee table" date KBBI
Information on city website updated weekly

August 1 (E-65)

Presentations to service clubs, organizations. Schedule to be determined.

September 1 (E-34)

Service Club presentations

Presentations to all boards and commissions
Point of View article
Editorial

September 28-29 (E-6)

Display ads in papers

Letters to editor

October 1 (E-4)

October 1-4

PSA's

October 12-13

Thank you ad in papers

Draft

Proposed budget

\$ 5,000.00

Homer News - prior to election two half page ads \$ 542.40 @

Tribune - prior to election two half page ads \$ 542.40 @

Home News - after election one quarter page ad \$ 271.20

Tribune - after election one quarter page ad \$ 271.20

Story board materials and labor (4) \$1500.00

Radio Spots @ \$15.00/10 second \$ 300.00

Miscellaneous \$ 488.00

\$5,000.00

HOMER NEWS

Advertising Rates

Phone (907)235-7767
 Fax (907)235-4199
 advertising@homernews.com
 3482 Landings Street,
 Homer, Alaska 99603

Sales assessed 7.5% borough & city sales taxes with a maximum tax of \$37.50;
 Ad and tax rates subject to change without notice. Pricing effective as of 1/9/15.

Display Ad Rates		<i>– add on costs –</i>	
		Color	Spot
Full Page (10.25" X 16")	\$1084.80	\$300	\$75
Half Page (10.25" X 8")	\$542.40	\$200	\$75
Quarter Page (5.06" X 8")	\$271.20	\$100	\$50
Eighth Page (5.06" X 4")	\$135.60	\$75	\$40
3X3 (5.06" X 3")	\$101.70	\$75	\$40
3X2 (5.06" X 2")	\$67.80	\$75	\$40
2X2 (3.31" X 2")	\$45.20	\$75	\$40
1X2 (1.56" X 2")	\$22.60	\$75	\$40

Web/Banner Ads:
 \$15 per 1000 impressions

Service Directory:
 Business-card size at \$35
 a week for a four week minimum;
 \$26 a week for six month
 run under contract.

Paid placement:
 Add 25 percent.

Best Bets placement:
 Add 30 percent.

Credit terms:
 Credit available upon approval of
 application. Accounts due 28 days after
 billing date. Overdue bills are assessed a
 1½ percent per month finance charge on
 outstanding balance.

Proofing and errors:
 All display ads must be proofed and
 approved by advertisers prior to publication
 unless otherwise arranged. Adjustments
 arising from errors by the publication are
 based on value and limited to no more
 than the value of the ad.

VISA and MasterCard accepted

**Discounted rates available
 with contractual arrangements.**

Advertising Deadline: 5pm Monday previous to publication date.

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advertising@homernews.com

Phone **907-235-7767** Fax **907-235-4199**

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3482 Landings Street | (907) 235-7767 | Fax (907) 235-4199 | homernews.com

Open rates:

National Display	\$11.80 (gross) per column inch
Open Display	\$11.30 per column inch
Political Rate	\$11.30 (net) per column inch
Classified Display	\$13.00 per column inch
Legal Advertising	\$10.30 per column inch

Discount methods

Multiple runs: Applies to display and classified rates Ad without changes appearing in 3 or more consecutive issues, 10 percent discount; payment in advance required to apply discounts to classifieds.

Six-month volume contracts: Applies to display and classified display. Applies to display rates/minimum of 15 percent of inches published each month/other terms apply.

	Display	Classified Display
150 column inches	\$ 9.30	\$10.50
300 column inches	\$ 9.10	\$10.20
600 column inches	\$ 8.80	\$10.00
1,200 column inches	\$ 8.50	\$ 9.70
1,800 column inches	\$ 8.30	\$ 9.40
2,400 column inches	\$ 8.00	\$ 9.10

Classified line ads

Classified rate: \$8.70 minimum for up to 20 words, 25 cents for each additional word

<u>Page format:</u> 6 columns by 16 inches		<u>Classified Page format:</u> 8 columns by 16 inches	
<u>Widths</u>		<u>Widths</u>	
1 column = 1.56"	4 column = 6.81"	1 column = 1.1806"	5 column = 6.3472"
2 column = 3.31"	5 column = 8.56"	2 column = 2.4722"	6 column = 7.6389"
3 column = 5.06"	6 column = 10.25"	3 column = 3.7639"	7 column = 8.9306"
		4 column = 5.0556"	8 column = 10.2222"

Minimum Ad size: 2 column inches

Nonprofit, government: 15 percent discount on display rates only to nonprofit organizations within the HOMER NEWS circulation area approved by the HOMER NEWS; 5 percent discount to governmental, public and cooperative organizations for display rates only. No other discounts apply.

National Rate: Rates apply to all advertising placed by agencies, brokers, wholesalers, distributors, manufacturers, and individuals or groups, whether advertising originates within or outside the HOMER NEWS circulation area.

Ad Agencies: Recognized agencies, 15 percent commission on current accounts with camera ready ads.

Inserts: \$90 per thousand per insertion for full run up to one ounce. Inserts must be delivered to the HOMER NEWS or the Peninsula Clarion, 150 Trading Bay Drive, Kenai AK 99611, by noon Tuesday for Thursday insertion. Partial runs available at different rates.

1 col x 2"
\$22.60

1 col x 3"
\$33.90

1 col x 4"
\$45.20

2 col x 3"
\$67.80

3 col x 3"
\$101.70

HOMER NEWS
YOUR TOWN · YOUR NEWS · YOUR PAPER · SINCE 1964

Phone (907)235-7767
Fax (907)235-4199
advertising@homernews.com
3482 Landings Street,
Homer, Alaska 99603

2 col x 2"
\$45.20



- Add 7.5% tax to all prices
- Paid Placement add 25%
- Best Bets Placement add 30%
- Run the same ad 3X or more, (consecutive runs) receive 10% off
- Nonprofit discount 15%

Ad sizes / price:

- Eighth page \$135.60
- Quarter page \$271.20
- Half page \$542.40
- Full page \$1084.80
- more sizes available, just ask

2 col x 4"
\$90.40

From: **Rose Grech** rose@kbbi.org
Subject: RE: PSA
Date: May 25, 2016 at 11:41 AM
To: Barbara Howard bhfish@gci.net

RADIO - KBBI ANNOUNCEMENT INFORMATION

Hi Barbara,
Thanks for reaching out to KBBI. If the messaging was about the vote than it would have to be paid underwriting with language in place to be informative and neutral as we are a news station and it can't be a community calendar (our brief version of a PSA) because of the content. If it was about an information meeting then that meeting info can go to our community calendar and/or paid underwriting.

A while back the city paid for messaging for the hard fund. Below is the message that was acceptable for us to air. Again we need to remain neutral on any political/voting issue. It has to always remain informative in nature and legally we can't tell people which way to vote/act. They spent \$480 for 2 spots a day for 16 days. These 30 second spots are \$15 each time it airs. I am out Friday and Tuesday, happy to discuss this more when you are ready and/or have any questions.
Thanks,
Rose

On Tuesday December 1st from 7am -8pm, the City of Homer is holding a Special Election on whether or not to suspend putting money into the HART fund for three years. If approved, Proposition One will instead allow those monies to be used to help support the City's General budget. Absentee voting, at City Hall, begins November 16th. This communication was paid for by the City of Homer, Homer Alaska. Special election is on Tuesday, December 1st to vote on proposition one at city hall on Pioneer Avenue from 7am -8pm.

[See More](#)

DRAFT

Story Board (s) Details

A sturdy paper product approximately 2' x 4' in size capable to reside on a easel.
Four boards prepared

Pictures of the renderings; floor space lay out; cost information; proposition language; voter registration information.

Location: Library, city hall (until early voter period opens)
City Hall board residing at finance counter area. To be taken down to entry area of council chambers for council meetings.

Two boards on a rotation schedule between Safeway; S-U -More Ulmers; Farmers Market;

Cost: \$1500.00

Draft

Service Organization Presentation Calendar

Homer Chamber of Commerce	September 22	Noon	Bidarki	_____
Homer Senior Citizens	September 21	1:30	Center	_____
Kachemak Board of Realtors	September 21	Noon	Bidarki	_____
Rotary Club	September 14	Noon	?	_____
Marine Trades	September 8	5:30 p.m.	?	_____

Organization	Meeting Type	Meeting Schedule	Contact
American Legion Auxiliary	Membership Meeting	Third Thursday of the month 6pm	Darlene Sheldon 235-6789
Benevolent & Protective Order of the Elks USA	Membership & Board Meetings	Regular Meeting First & Third Tuesday's @ 7 p.m. / Trustee Meetings Monday Prior to Regular Meeting. Non-members are not allowed at meetings but may have someone to speak at it.	Jan Jonker 435-7652
Friends of the Homer Public Library	Board Meeting	Second Wednesday of every month Fourth Thursday of month at 12 p.m. Membership meeting annual Fourth Tuesday of January at the Bidarki 12 p.m.	Mercedes Harness - 435-3195 Mercedes@friendshomerlibrary.org
Homer Chamber of Commerce	Board Meeting	Third or sometimes Fourth Tuesday of the month	Peggy Paver - director@homerart.org
Homer Council on the Arts	Board Meeting	Third Wednesday of every month at 1:30 p.m.	Keren Kelley - 235-7655 keren@homerseniors.com
Homer Senior Citizens Inc.	Board Meeting	Third Tuesday of every month at 4 p.m.	Diane Converse - 435-3333 director@prattmuseum.org
Homer Society of Natural History	Membership Meeting	Third Wednesday of every month at the Bidarki (upstairs) 12 p.m.	Gina Pelala - 399-6183 gpelala@msn.com
Kachemak Board of Realtors	Membership Meeting	Annual Membership Third Sat. of May	Marie Bader - 350-1436
Kachemak Shellfish Mariculture Association Inc.	Membership Meeting	Every Thursday at 12 p.m.	Craig Forrest
Rotary Club of Homer Kachemak Bay	Membership Meeting	Board meeting Second Thursday of every month. General Membership meetings third Thursday in Nov., Jan., Feb., and Mar.	Cristin Roehl - cristinroehlsnowmads@gmail.com
Snowmads Snow Machine Club	Membership Meeting & Board Meeting		

Marine Trades Association	Board Meeting	Monthly - Generally 1st Thursday of month 5:30 p.m. (Homer Foundation, Harbor Masters Office, or Nomar)	Kate Mitchell homermarinetrades@gmail.com
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Draft

July 1, 2016

Dear President of service organization:

On behalf of the City of Homer Public Safety Building Task Force I am requesting the opportunity to make a 15 minute presentation to your membership sometime during the month of August or September.

The purpose of the presentation is to share renderings of the proposed police station and associated cost. In addition, information will be presented on the general election to be held on October 4, 2016 that will give the citizens an opportunity to vote on supporting a bond issuance of not to exceed \$12,000,000 for the construction of the new public safety facility.

In addition to the presentation it would be suggested your agenda allows for approximately 10 minutes of question and answer time.

Please contact me as soon as possible with the date, time and location for this request.

Sincerely,

Ken Castner
Chair
Public Safety Building Task Force

DRAFT

City of Homer Board/Commission Presentation Schedule
Public Safety Building
Public Outreach Plan

10 Minute Presentations with q&a to follow

		Presenter
Wednesday	August 24	Port/Harbor Commission
Thursday	August 25	Cannabis Commission
Tuesday	September 6	Library Board
Wednesday	September 7	Planning Commission
Monday	September 12	City Council
Tuesday	September 13	Economic Development Commission
Thursday	September 15	Parks ,Art Recreation & Culture Commission

Letter to City Clerk requesting to be placed on agenda (s)

Dear City Clerk:

The Public Safety Building Task Force would like to make a ten (10) minute presentation about the public safety building project to the _____ commission and request to be placed on the agenda for _____ on _____. The presenter will be _____.

Thank you

Ken Castner
Chair

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3
4 City Manager

5
6 **RESOLUTION 16-XXX**

7
8 A RESOLUTION OF THE HOMER CITY COUNCIL
9 AUTHORIZING CORNERSTONE CONSTRUCTION, INC. TO
10 CONTINUE AS GENERAL MANAGER-CONTRACTOR FOR
11 PROJECT IMPROVEMENTS AT THE FIRE STATION.
12

13
14 WHEREAS, Resolution 16-035 separated the proposed Fire Station improvements from
15 the Public Safety Building project and directed the Public Safety Building Review Committee to
16 pursue a scope of work for the project; and
17

18 WHEREAS, Ordinance 16-16(A) appropriated \$80,000.00 to the Fire Station
19 improvements and specified that the project will follow the City of Homer procurement policies;
20 and
21

22 WHEREAS, the City of Homer procurement policy exempts procurement of an architect,
23 engineer, and construction manager from the competitive bidding requirements; and
24

25 WHEREAS, Cornerstone Construction, Inc. teamed with Stantec (formerly USKH) was
26 awarded the contract for the Public Safety Building via Resolution 14-036(S) after an open bid
27 process; and
28

29 WHEREAS, Cornerstone Construction, Inc. and Stantec are familiar with the project and
30 the needs of the Fire Station from their extensive work on the Public Safety Building; and
31

32 WHEREAS, It is the intent of the Public Safety Building Review Committee to have
33 Cornerstone Construction, Inc. hire local contractors to perform the improvements to the Fire
34 Station whenever possible; and
35

36 WHEREAS, It is in the best interest of the City for Cornerstone Construction, Inc. and
37 Stantec to continue work with the Public Safety Building Review Committee on the Fire Station
38 improvements.
39

40 NOW THEREFORE BE IT RESOLVED that the Homer City Council hereby authorizes
41 Cornerstone Construction, Inc. to continue as the general manager/contractor for the project
42 improvements to the Fire Station; and
43
44
45
46

47 BE IT FURTHER RESOLVED that the City Council authorizes the Public Safety
48 Building Review committee to prepare a scope of work and contract for the improvements to the
49 existing Fire Station.
50

51
52 PASSED AND ADOPTED by the City Council of Homer, Alaska, this ____ day of June,
53 2016.
54

55 CITY OF HOMER
56

57
58
59 _____
60 MARY E. WYTHER, MAYOR

61 ATTEST:
62

63
64 _____
65 JO JOHNSON, MMC, CITY CLERK
66

67
68
69 Fiscal Note: TBD.

Public Safety Building Budget Analysis

6/1/2016

Council Authorized Budget

Initial Funding - Ordinance 13-38(S)	\$ 300,000.00
Second Funding - Ordinance 15-18 (S-2)	\$ 355,000.00

Total Funding	\$ 655,000.00
----------------------	----------------------

Initial AIA Agreement	\$ 297,910.80
Modification #1	\$ 189,527.00

Total Design Contract to Date	\$ 487,437.80
-------------------------------	---------------

Allocation for Fire Hall Design	\$ 80,000.00
---------------------------------	--------------

Total Design Obligations To Date	\$ 567,437.80
-----------------------------------------	----------------------

Remaining Budget	\$ 87,562.20
-------------------------	---------------------

GC/CM Budget

Design Expenditures to Date (5-18-16)	\$ 348,931.44
---------------------------------------	---------------

Remaining Design Contract Unexpended*	\$ 138,506.36
----------------------------------------------	----------------------

- * \$1,790 left in public involvement -
\$136,506 left in design budget



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I
DATE: JUNE 2, 2016
SUBJECT: SCHEDULING THE NEXT MEETING AND DELIVERABLES

The resolution for authorizing Cornerstone Construction is tentatively scheduled for the June 13th City Council meeting for approval. Additional project related items scheduled for this meeting are:

- Public Hearing on Ordinance 16-30 regarding the Question of Bonding on the Public Safety Building Police Station, Phase I and Improvements to the Fire Hall (An amended ordinance will also be on the agenda to address just the Police Station) this also will include approving a seasonal sales tax increase to assist paying for the project.

Please outline the deliverables needed for the next meeting/worksession in order to facilitate staff and the design teams work schedule.

Currently the following date(s) are scheduled for regular meetings:

- Wednesday, July 13, 2016
- Wednesday, August 10, 2016

Please determine if the committee would like to schedule worksessions or regular meetings for any of the following dates in between those dates noted above. The following dates are available:

- Wednesday, June 22, 2016 (Worksession only as there is no clerk available for a regular meeting)
- Wednesday, June 29, 2016 (Regular Meeting or Worksession)
- Wednesday, July 6, 2016 (Worksession)
- Thursday, July 21, 2016 (Regular Meeting or Worksession)
- Wednesday, July 27, 2016 (Worksession)
- Wednesday, August 3, 2016 (Worksession)

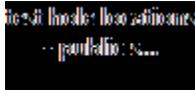
Or if the Committee prefers we can schedule a regular meeting on the second and third Wednesdays of each month (with the exception of June) until the vote. This may facilitate the committee agenda and outlined tasks

Recommendation:

Discuss dates and make motion to establish dates for the committee.

From: Carey Meyer
Sent: Wednesday, June 01, 2016 11:16 AM
To: Renee Krause
Subject: packet item

Attached is a test hole location map that should be placed in the Committee packet.

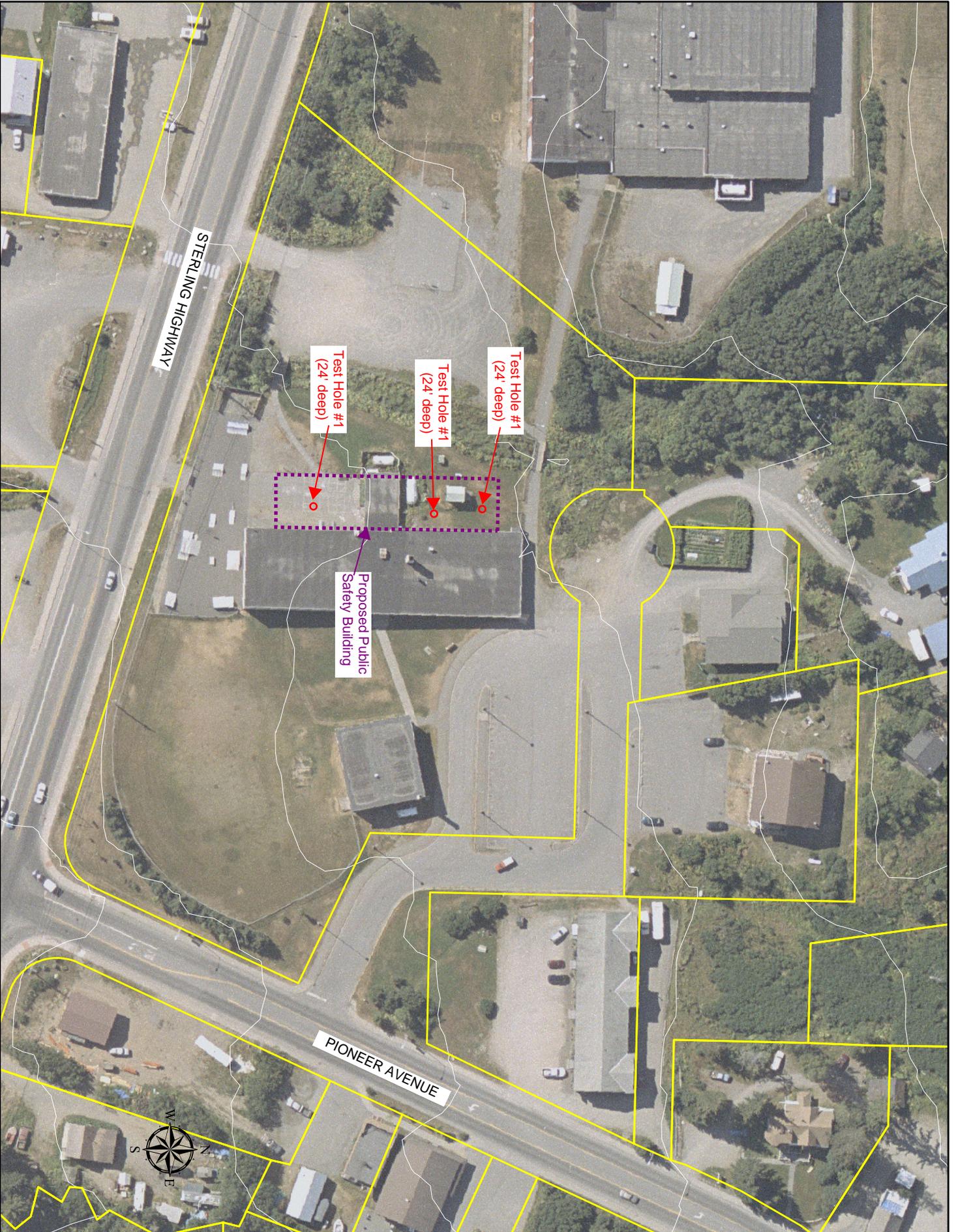


I will have a drill rig moving to Homer to complete a soils investigation on another project.

Including these three holes in their scope of work would be an efficient way to obtain soils information for the Public Safety Building.

The cost would be \$5,025.

Carey S. Meyer, P.E., MPA
Public Works Director/City Engineer
City of Homer, Alaska
3575 Heath Street
Homer, AK 99603
cmeyer@ci.homer.ak.us
(p) 907-435-3124
(f) 907-235-3145
(c) 907-399-7232



Proposed Public Safety Building Test Hole Locations
1 inch = 100 feet

From: Carey Meyer
Sent: Wednesday, June 01, 2016 10:55 AM
To: Renee Krause
Subject: FW: indoor range operation costs

This should go in Committee packet.

From: Wyman, John M (DFG) [<mailto:john.wyman@alaska.gov>]
Sent: Tuesday, May 31, 2016 6:12 PM
To: Smythe, Dale
Subject: RE: indoor range operation costs

Greetings, Dale,

Thank you for your email. I apologize for the delay in responding but, as noted in my earlier email, last week was hectic!

The cost of dealing with lead in the backstop and with the air system is going to greatly depend on what type of backstop or bullet trap used and also what type of air system and whether or not you will be recycling and filter return air or not. At our Fairbanks range, due to the cold climate, we have to recycle and filter return air for the live-fire range so this adds to the filter load which results in more frequent filter changes and disposal. We use a TC-2000 Total Containment System bullet trap which funnels lead fragments that hit the trap into buckets. We recycle the lead. So, with this system, there is no reclamation of lead from, or replacement of, rubber backstop components. I can't provide you cost information for such a system as we do not have a rubber back stop. Our biggest costs, operationally, are electricity to run the fan motors and lights, filters, lead management and cleaning, and heating. You will need a way to properly dispose of air filters and companies that deal with that typically charge \$3,000-6,000 per shipping crate, depending on size, etc. The more firing points and more use involved, the more filter changes which has the upfront cost of the filters (we use three; pre-filter, 95%, and HEPA), and related disposal. Depending on the system design, the filter type and quantity in place at any given time can vary. I'd recommend determining what type of system and how many filters of what type, estimating use, and then you can generate some numbers to help estimate expected annual cost. If you end up having more questions, I will try to assist.

Good luck in your endeavor!

Regards,

John Wyman
Alaska Department of Fish & Game
Division of Wildlife Conservation
1300 College Road, Fairbanks, AK, 99701
907.459.7292 (office)
907.452.5837 (range)
907.590.8776 (mobile)
907.459.7332 (fax)
www.huntereducation.alaska.gov and www.aimcomm.org

From: Smythe, Dale [<mailto:dale.smythe@stantec.com>]
Sent: Tuesday, May 24, 2016 12:30 PM
To: Wyman, John M (DFG)
Subject: indoor range operation costs

Mr. Wyman,

I am working with the City of Homer on a new police station. One component that is in our concept design is a 5 station indoor firing range. I would like to get a better handle on the cost of dealing with the lead in the backstop and air system for the range in the operations and maintenance program. Do you have any advice or annual costs you can share related to this? Thanks for any help and please contact me at any time.

Dale Smythe , AIA

Senior Associate
Senior Architect/Project Manager
Stantec
725 East Fireweed Lane Suite 200 Anchorage AK 99503-2245
Phone: (907) 343-5254
Fax: (907) 258-4653
dale.smythe@stantec.com



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 Please consider the environment before printing this email.

From: Carey Meyer
Sent: Wednesday, June 01, 2016 10:59 AM
To: Renee Krause
Subject: FW: Homer HERC building reuse and new Police addtion

This should go in Committee packet (missed in last packet).

From: Smythe, Dale [<mailto:dale.smythe@stantec.com>]
Sent: Tuesday, May 24, 2016 8:36 AM
To: Ken Castner; Carey Meyer
Cc: Hopper, Bruce
Subject: FW: Homer HERC building reuse and new Police addtion

Team,
For discussion at our Wednesday meeting.
Please see the correspondence with the State office of fire and Life Safety Plan Review Bureau.
Good news I think.
Thanks
Dale

From: Parks, Diana C (DPS) [<mailto:diana.parks@alaska.gov>]
Sent: Tuesday, May 24, 2016 8:33 AM
To: Smythe, Dale; Fisher, Timothy W (DPS)
Subject: RE: Homer HERC building reuse and new Police addtion

Dale,

I agree. Let's start with the code it was built to and if you aren't doing any major renovations, we can take it.

Diana Parks
Supervisor - Plan Review Bureau
Division of Fire and Life Safety
5700 East Tudor Road
Anchorage, AK 99507
diana.parks@alaska.gov
<http://www.dps.state.ak.us/Fire/PRB/>
907-269-2004

From: Smythe, Dale [<mailto:dale.smythe@stantec.com>]
Sent: Monday, May 23, 2016 4:52 PM
To: Parks, Diana C (DPS); Fisher, Timothy W (DPS)
Subject: Homer HERC building reuse and new Police addtion

Diana and Tim,
This is a follow up to a previous conversation I had with Tim Fisher about some limited reuse of the HERC building for some "non-essential" building uses and a conversation today with Diana about the potential to use the remainder of the existing building for more "non-essential"

building functions. (non-essential only from the standpoint of the code and design guidelines for increased load factor of safety).

In concept a new police station would be built immediately adjacent to the existing HERC building. The new facility would house the Jail, Dispatch, the investigative offices and the new mechanical equipment. The existing building would house a shooting range, evidence processing, evidence storage, gymnasium, locker rooms, break rooms, toilets, some existing mechanical equipment and misc. storage.

The design team is exploring the potential to upgrade spaces within the HERC for two functions of the Radio room and two bunk rooms that because of their use may need more confirmation.

Assumptions that are being made to pursue this renovation/addition;

- The existing building met the code that it was designed under.
- The renovation will include a new sprinkler system.

It is our understanding that this direction is acceptable to the plan review bureau at this early stage of the project. Please let me know if I have misunderstood anything and thank you for your time and consideration.

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