

**NOTICE OF MEETING  
REGULAR MEETING**

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**3. APPROVAL OF MINUTES**

A. Minutes of the June 29, 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

**Page 13**

1. Construction Costs for the Police Station Deliverable Date

2. Verification

3. Construction/Design Specialty Fields – Radio, Communications, Security

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

**8. PENDING BUSINESS**

A. Citizen Outreach Plan and Election Calendar

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1. Draft Ordinance 16-XX, Public Information on the Ballot Proposition

1. Scheduled for the July 25, 2016 City Council Meeting **Page 19**

2. Developing list of community leaders as presenters and job description

1. Draft 3 x 5 Project Information cards

2. Discussion on training of presenters

5. Public Information – Print and Radio

a. Designing the Draft Voter Information Pamphlet

b. Drafting the Radio Announcement Content

c. Drafting the newspaper display advertisement

d. Story Boards and Information for Fire Department 4<sup>th</sup> of July Open House

B. Draft Frequently Asked Questions Document – Review and Revisions **Page 21**

C. Fire Station Improvements

**Page 25**

1. GANTT Chart

2. Cost Estimates

D. Existing Police Station Building – What to Do with the Facility

**Page 31**

1. Excerpt of Minutes from December 10, 2014

**9. NEW BUSINESS**

A. Next Meeting Deliverables and Agenda Items

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**10. INFORMATIONAL ITEMS**

A. Election Calendar

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B. Letter to Service Organizations Requesting to be a Speaker

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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 27, 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 16-08 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Castner at 5:30 p.m. on June 29, 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, Robl, and Wythe

STAFF: Public Works Director Meyer  
Deputy City Clerk Krause.

### **AGENDA APPROVAL**

The agenda was approved by consensus of the committee.

### **PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

Mary Griswold, city resident, encouraged the Committee to include in the outreach presentations an explanation why the police station cannot be renovated especially since the Fire Station suddenly gained new life at relatively low cost; that the firing range should be constructed but not outfitted now, that should wait until the future with grant funding as recommended in the memorandum from the Police Chief dated February 18<sup>th</sup> to leave it in the budget will act as a lightning rod for opposition; the biggest obstacle for voter approval of the bonding proposition is the unfortunate fact that City Council has failed to identify reasonable solutions to the revenue gap, a 1% sales tax was probably the least painful way to garner all the necessary revenue. The Council diverted 2/3<sup>rd</sup> of that to this project without seriously discussing any replacement funding. The Borough anticipates a ½ mil increase in property taxes next year another ½ mil increase by budget 2020. Homer may face a mil rate increase plus another sales tax increase to replace the HART by 2019 and Council is not having any more revenue worksessions until next winter. She requested the Committee to please ask Council to come up with some viable funding options for the outreach presentations and she believed that the community would understand the need for a new police station but they need to believe that we can afford it.

Mr. Scott Adams, city resident, expressed concerns for the costs of the shooting range, he understands the costs have been cut in half, appreciates the work of the committee on this, but this is still a want item and not a need item, no other police force that has an indoor firing range. He stated that if they are doing a gymnasium and have equipment he would support using the Bay Club to support a local business. He questioned the need for enclosed vehicle where is the need. He questioned the \$1.4 million for dispatch and believed it was quite a bit more than required. He supported this project but not at the heavy costs. As previously stated there are going to be lots of tax issues and even income tax. Businesses are closing and some are not working. This may be a the number one on the wish list of the city, he doesn't really see it passing and he appreciates the reductions in some costs but you still have a almost \$12 million costs.

Heath Smith, resident, commented that he may not say anything new, but the more feedback he gets from the public, the more concerned he becomes as to their reaction to the price tag; he is not sure at what level the education can have to move them off of the number, because that is the first thing that will stick in their minds, and once they start to see the conceptual side of things they will start to look at if individual items are really needed. He guessed that the educational side would have to fall within

the realm of yes we really need this because...Those are some of the answers that he has brought up at other meetings and have not been answered yet. He believes that it will be very important to establish is how do you define the need and then being able to sell that to the public. If you have been looking around homer Gigs Bead, Timeless Toys and Kachemak Gear Shed will be closing if they don't sell, you see what e-commerce is doing to our taxes, we are facing some really uphill things and you wrap that up in a really nice tight package with what is happening at the borough and state levels, people are not blind to what is happening in the community and the state, there has been a really negative reaction to the movement to tapping into the Permanent Fund so that sentiment is not going to play well into our hands when it comes to this. We have to bring something that shows we recognize that we know where we are at and if we push all that aside and say it is in the name of public safety and a necessity people are going to ask what if we say no, they will make do because they have to. This will need to be packaged so that it shows the work that has gone on here. He wants the Committee to be successful but wants to connect with people to show that this is a win-win and we are not going to see movement on the city side to get the public to buy in. We are aware of what we must do we can only chomp off so much at a time or it will be no across the board and we get nowhere.

## **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. June 8, 2016 Regular Meeting Minutes

The minutes were approved by consensus of the Committee.

## **VISITORS**

### **STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**

A. Council Report – Mayor Wythe

Mayor Wythe reported that Council approved a Resolution to approve the Bond Proposition for the \$12 million and Sales Tax increase to 5.15% with .65% for the Fires Hall renovation.

B. Staff & Design Team Report – Carey Meyer

Carey Meyer reported that final rendering has been provided for tonight's meeting. He requested the committee to review and let him know of any changes they would like to see. Dale Smythe met with Chief Robl to review square footage in reference to public comments and found some areas to reduce the space and relocate spaces from the new construction to the renovation side which offers cost savings.

The floor plans have not been modified at this time to reflect those changes. The geotechnical investigation was completed to test the soils under the old building and nothing was found that would add additional costs to the project.

On the Fire Station he has been working with Joe Jolley and he has a contract that is a standard for Design Build and believes that is ready to be executed. Carl Brinkerhoff will be the lead on the Fire

Station Improvement Project. He is in the process of identifying local contractors to perform the different disciplines that will be required. Mr. Meyer distributed some drawings on the project for the Committee's information.

Mr. Meyer confirmed for the Committee that the floor slab will require removal since it was not originally built to drain even though there are drains in the floor the slab is flat thus the problems with the drainage and remedial actions cannot be implemented in order to have effective drainage.

Mr. Meyer provided reports on ventilations, covered enclosure which was not part of the Fire Chief's memorandum so the two vehicles and three trailers will be protected from the weather. This structure will be similar to what was constructed at Public Works at a minimal cost but it does require a Conditional Use Permit and will be scheduled for the next Planning Commission meeting, July 20, 2016 but they should be able to complete before freeze-up. The Contractor is expecting to perform some seismic upgrades. Mr. Meyer had Ayres Plumbing evaluate the project to convert to natural gas and that came in at approximately \$100,000. Mr. Meyer is confident that if control is maintained they can maintain the budget and provide everything the Chief Painter has requested plus a few extra items.

Chair Castner requested a GANTT Chart and Cost Estimate for the next meeting since the Committee has oversight responsibilities for the project.

C. Memorandum from Chief Robl re: New Police Station Design dated June 9, 2016

Chief Robl provided the memorandum to answer some questions and to respond to the need for the square footage. He also noted that he can also respond to Ms. Griswold's question on why they cannot renovate the existing police building and he has had several people asked what they plan to do with the old building.

There was a brief discussion on the formal recommendation made by the committee earlier in the project.

**PUBLIC HEARING**

**PENDING BUSINESS**

A. Citizen Outreach Plan and Election Calendar

1. Assignment of Duties
2. Review and Approval of Budget
3. Service Organizations
  - a. Letter to Service organizations
  - b. Developing list of community leaders as presenters and job description
    1. Draft 3x5 Project Information cards
4. Public Information – Print and Radio
  - a. Designing the Draft Voter Information Pamphlet
  - b. Drafting the Radio Announcement Content
  - c. Drafting the newspaper display advertisements
  - d. Story Boards and Information for Fire Department 4th of July Open House

Committee member Howard is unaware of the committee taking any action at the previous meeting so requested all the items back on the agenda, she additionally noted that the budget should reflect exchanging advertising in the Tribune with creation of 3 x 5 cards at \$1000.

A brief discussion ensued on Council requirement to approve the funding for the educational campaign for a Bond Request in the amount of \$5000.00 to be in compliance with APOC.

WYTHE/HOWARD – MOVED TO REQUEST COUNCIL APPROVE THE FUNDING REQUEST FOR THE EDUCATIONAL CAMPAIGN FOR THE BOND PROPOSITION IN THE AMOUNT OF \$5000

There was a brief discussion on this request already being submitted.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Committee member Howard requested a motion to approve the proposed program.

WYHTE/ROBL – MOVED TO APPROVE THE EDUCATIONAL CAMPAIGN AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Committee member Howard requested volunteer(s) to present to the various Commissions. After a brief discussion Chair Castner volunteered to attend each meeting and perform presentation to the various commissions.

Deputy City Clerk Krause will arrange and schedule with each of the commissions on behalf of the Committee.

Next item on the list was borrowed from the City Manager and reflected the service organizations and a draft letter which the committee would put on letterhead and request to be added as a visitor to speak on the Bond Proposition. Chair Castner stated that he will get this addressed and sent to staff to forward to the service organizations.

Public Works will create new story boards for the Bond Proposition Education campaign.

- B. Creation of Document, “Frequently Asked Questions”  
- What has the Committee Done to Reduce Costs?

Chair Castner stated that he was going to provide a laydown to address many of the frequently asked questions such as the following:

1. Why did they choose this location?

- The City owns the selected location.
  - The selected location already has the required infrastructure such as electric, water, sewer, road access, etc.
  - Existing structure can be repurposed and thus effecting a cost savings to the project.
  - Police and Fire preferred a high visibility, accessible location
  - size of the location will endure for the 50 year estimated life of the project
2. Existing Skateboard Park and Community Recreation Programs
- The Skateboard Park will be relocated on the existing location
  - The Community Recreation Program will be relocated to the new proposed SPARC facility to be completed later this year (expected completion: September 2016)
3. Disposition of Existing Facility (Police Station)

A brief discussion ensued on the disposition of the existing police building and there was a divergence on what the recommendation of the committee was at that time. Deputy City Clerk Krause was requested to review files to see what the official Committee recommendation was to City Council for the next meeting.

4. Cost of the project

Chair Castner commented that his goal is for the Police Station to be fully functional facility but did not want to waste a single dollar and there are repeated requests to reduce the cost of the project. The committee is doing their due diligence to reduce the line items in each discipline and they will get to a final number, but they don't have that as yet.

He expected that by the first of August they should know the final costs and Council can wrestle on how they will pay for it. He believed that once the Bond issue passed they would be in construction. They need to realize how they will sequence things , he is confident that they will come up with the right number and will be very disappointed if it doesn't pass since they have put in a lot of effort and time on the project.

Chair Castner noted that they needed the contact information for the Local gun club and they needed support for the firing range. He inquired if there were any additional frequently asked questions from the members of the audience.

- How much will it cost to maintain?
- Stated position and obligation as an employer to the employees not only State and Federal regulation requirements but moral obligations. What are they going to do to retain and recruit employees.
- Risk Mitigation Factor – there are inherent costs to not mitigating your risks
- the Police Department and Fire Department Social aspects
- Sales Tax versus Property Tax – how that works to reflect the actual service areas that the police, fire and facility serve
- Reuse the Story Boards created in 2014

The Committee had further dialogue on the basis and steps the committee employed to manage this large project.

Chair Castner will draft the Frequently Asked Questions document and submit to the Clerk. He confirmed the next meeting date is July 13, 2016.

**NEW BUSINESS**

A. Discussion on Expectation of Progress for the Project after the October 4<sup>th</sup> Election

Chair Castner did not want to plan for failure and would like to focus on successful bond proposition and how this will Segway into construction. There are a few things that will need to be engineered and drawn and are not included in the current package. The other part of that is what the committee wants them to do with the money that they have in contract now. Is there any engineering or design that they want to allocate from the funds they currently have available. He requested input from Public Works Director Meyer noting that they cannot sign a Guaranteed Maximum Price contract with Cornerstone until they have funding in place and they keep circling in place on what this is going to cost.

Chair Castner prefers the price from Cornerstone to nail down the costs instead of Stantec due to receiving too much design costs included in those numbers. If he can deliver us a number around August 1<sup>st</sup> then it will be around the real number for the project. A discussion between Mr. Meyer and Chair Castner on the costs versus drawings ensued and Chair Castner stating that they do not need drawings to get the costs. Mr. Meyer will contact Mr. Jolley and bring back the information for the July 13, 2016 meeting.

Chair Castner asked the committee if there was agreement that Mr. Meyer can expend funds to get the numbers needed.

B. Discussion on “Verification”

Chair Castner explained what “Verification” meant for the committee and the audience. He described it as follows:

Normally when you do a design construct or a CMGC construction manager acting as the general contractor, the general contractor comes in and says here are my numbers and the owner says will here are my numbers that we independently came up with and then they sit down and see where they agree and where they disagree. This is the verification. He has participated in this process with numerous clients, but he is not sure how the city does it. Usually you move along and then you have a “scope bust” where you saw it one way and they saw it another way and then you have to reach agreement at that point otherwise you have arm waving once construction starts. Stantec uses a company called Estimations regularly to perform Verification of construction costs and he would like Dale Smythe to address this issue. He cannot weigh in as it would be a conflict of interest and he would not be as objective. But he believes that they need to have this figured out before they get there. So he would like Mr. Smythe to figure out verification.

Mr. Meyer responding to a question regarding expertise stated that they do not have the construction aspect in house. The Committee agreed that Mr. Meyer should have a conversation with Mr. Smythe regarding verification.

C. New Police Station: Dispatch and Communications

1. Emails dated 06.22.16 and 06.23.16 re: ProCommAK

Chief Robl express concerns regarding building something that the radio engineer says will not work so that is the reason for his contacting ProCommAK. He is not sure how that is done but he would like to advocate getting the company involved sooner rather than later in this project. This company is familiar with the equipment, topography, maintain the equipment, every public safety radio

equipment was installed by this company. The line item in the budget is to reinstall the existing communication equipment, Mr. Meyer continued that they do not have the \$1 million needed to have the required upgrade to the communication system in the next few years.

Mayor Wythe noted that is the CIP item and Chief Robl confirmed that it was.

Mr. Meyer confirmed that they will advise Stantec that when the time is appropriate to contact ProCommAK for the work.

Chair Castner also commented on blocking out security requirements sooner just like they did for the jail cells and the shooting range.

Mr. Meyer will report back at the next meeting.

#### D. Next Meeting Deliverables and Agenda Items

Chair Castner noted the following deliverables for the July 13, 2016 meeting:

- Draft Frequently asked Questions
- Letters to Service Agencies, which will be ready to send out Friday, July 1<sup>st</sup>
- Response to Verification process, and ProCommAK and response to get pricing August 1<sup>st</sup>

### **INFORMATIONAL ITEMS**

#### A. Election Calendar

### **COMMENTS OF THE AUDIENCE**

Heath Smith commented on the new equipment being on the radar and putting feelers out for the available grants and encouraged the request being forwarded to the appropriate city staff to start searching now. He next referred to a podcast he recently heard that started out reading stats, input, data and interpretation then the next page and read all these other things and then asked which side you would choose - it turned out to be the same issue. It is all about perception and it's all about the sale. That is what this committee is charged with presenting the thing that will lead them to the decision point and the other side of that is going to be sold as well and overpowering that perception is going to be the point. So what is the prevailing perception? He does not believe that anyone in the community would say that we don't need a new police station if they knew its condition currently. He doesn't believe it's on their radar. Then it becomes the question of what is necessary? Mr. Smith stated he doesn't know anyone who builds for 30 or 40 years unless you are building a house and plan to be there a long time. It's a 30 year bond and planning 30 years in advance is a typical thing. Trying to get people to invest in a 30-40 year concept that far in advance is difficult would be extremely difficult.

Chair Castner provided the current police station was built in the late 70's and is approaching 40 years as a case in point on planning a building for 40 or more years.

Mr. Smith continued his comments by stating that they have to package it right, they can talk about the need, not orphaning anything, and bringing it off of the \$30 million mark. That cost was never a reality. But \$12 million dollars is still a lot of money in this economic climate but Chief Robl is still

pretty adamant on the square footage, there has been some movement and slight reduction in square footage but this is still a large building and people are going to look at that and say it is not a large enough compromise from the feedback he is hearing. He wants to be behind this building and be successful but they must move to sentiment of the people and if they do not gauge that there has been that recognition of the real world we are living in then we are not going to get that yes vote.

Scott Adams stated he like the fact that there is reduction in the dispatch space and that they are focusing on the cost not the design and the world is a difference place than it was two years ago and that they have to take into account what the people can afford. People will be paying for it with the groceries and gas and things they buy and he would like to see it brought down to \$9 million because they are going to have a sales tax for 30 years to pay for this and they still don't know how they are going to pay to take care of it and with Homer becoming the retirement capital of Alaska and lots of them don't live here year round and so he does expect much income so you need to look at whose living here year round. He mentioned the state economic problems, but if they move it to \$9 million he will jump on board.

Committee member Howard asked how he knows that \$12 million won't go and \$9 million will go? Mr. Adams responded that he doesn't but it would be an easier sell. you can give us the cost to build it right out but no one is giving what it's going to cost to run this, and supposedly there is 5500 resident for the City of Homer but there are not 5500 people paying sales tax. But regardless of people buying stuff but when you move sales tax from one place to another to pay for like they did for HART then you know you are in dire straits. I know \$12 million is a lot, but you reduced it from \$28, then \$15 he believed that people will accept \$9 million.

Mr. Adams started to mention line item costs but Chair Castner interrupted him stating that they were asked to throw numbers at items and they are working at fiscal restraints from the reductions. Mr. Adams acquiesced but still noted that the costs for a shooting range are still unacceptable. He continued by stating that come October the state is still in a downward spiral it will not be that the people don't want to build it they are going to be more concerned with looking out for themselves. You can do all the educating and that but when it comes down to surviving, Mrs. Howard stated that Sales Tax is a user fee if I don't buy it then I don't pay, but Mr. Adams responded that if they use Natural Gas they pay a tax, if they buy groceries they pay a tax so people will be paying for it.

Chair Castner stated that they will work on that.

Mary Griswold agreed with the threshold and under \$10 million is sellable, under would be great. She then noted that the previous minutes Mayor Wythe stated that the old police station just needs to go away. The minutes did not reflect that the committee made any recommendations on what to do with the building. But she contacted the City Manager and asked if Public Works has condemned the building and was told they had not. Ms. Griswold advocated for a consideration of repurposing the Police Station or selling it.

#### **COMMENTS OF CITY STAFF**

Carey Meyer commented on the timing of the project in reference to the change in the economic position of Alaska and the city; he is not sure how they can reduce the project from \$12 million to \$10 million. He noted that it would be difficult to review the square footage and just start lopping off square footage since they are now below the space required according to the professionals. The only

way to reduce the cost would be through grants or the sale of the property and a sale would have to wait to after the completion of the project but then they can reduce the bond with the sale. He mentioned agreements with the State and Borough regarding Jail Services. But they will be getting a cost from the contractor soon and he is not sure that they can reduce the project another \$2 million dollars. Mr. Meyer confirmed what he was to bring back for the next meeting.

Deputy City Clerk Krause had no comments.

#### **COMMENTS OF THE COUNCILMEMBER**

Mayor Wythe stated a couple of times the costs of maintaining the building has been built into the project and made public. Mr. Smith responded that this was a figure that needed to be refined. Mayor Wythe responding to a statement/question from Mr. Adams regarding hiring more employees over 30 years, Mayor Wythe said that it is budgeted in as needed however the maintenance comes in at day one and that is simply square footage to square footage of new facility to get that number but it is in the number.

Mr. Smith added that he will be submitting a recommendation to apply the 1% for Art to the new portion of the project and not the HERC building since that is mostly storage, shooting range, and gym and it doesn't need any art there. They can realize a saving on that item making that change.

A brief discussion ensued on the cap to the 1% for Art Program limits with regards to the project costs, the program requirements and that this was something that cannot be changed. The guidelines and ordinance enacting the program follows the state which also follows the federal program. It was also stated that a correction was already made reducing the line item to \$75,000. But that it is applied to projects that were \$250,000 and over, new construction or renovation of municipal facilities that are used by the public.

#### **COMMENTS OF THE CHAIR**

Chair Castner commented that he loves this community and he has lived here a long time and he is involved in everything that is going on this summer for some reason. He is involved with the SPARC building and they are involved with this project by providing the relief with the gym, tomorrow they will be signing the agreement with the Borough to get the old track removed and they will be able to repurpose the old asphalt and gravel under that track, they will be able to repurpose approximately 1200 yards that can be used in these projects. He stated that he is involved in the Boat House project on the spit and to him, the community, the government has to be part of the whole thing and for the first time in a long time, he believes they are firing on all cylinders and working cooperatively and with the community on these projects. The story to him, this is a project they have to embrace and he is willing to have a little give and take but how do they get this done and how do they get to yes. Not spend a lot of time which costs money. In construction it is known that good planning makes good projects. He would prefer to spend the time in talking with the people about new skateboard parks, best layouts, and the best design to utilize the gym and not incurring another \$100, 000 in renovation costs. He would like to talk about things in a positive forward manner instead of answering why it should be a no, and he understands that everyone can go and vote no but that they realize they are part of a community and this is a community need. If you have a better way to do things then he is all ears.

**COMMENTS OF THE COMMITTEE**

Committee member Howard had no comments.

Chief Robl stated that he currently has a four part grant application pending for a backup generator for the Harbor and radio equipment. He also stated that what Mr. Meyer previously mentioned regarding replacing the radio system is that within the next 5 years the city will be required to replace the entire radio system, a \$1.2 million cost, due to FCC narrow banding compliance, the current equipment will be obsolete and will not be supported anymore or be repaired or replaced. He spoke with the Troopers today and they are not sure that they want to participate.

**ADJOURN**

There being no further business to come before the Committee the meeting adjourned at 6:58 p.m. The next regular meeting is scheduled for July 13, 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.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK

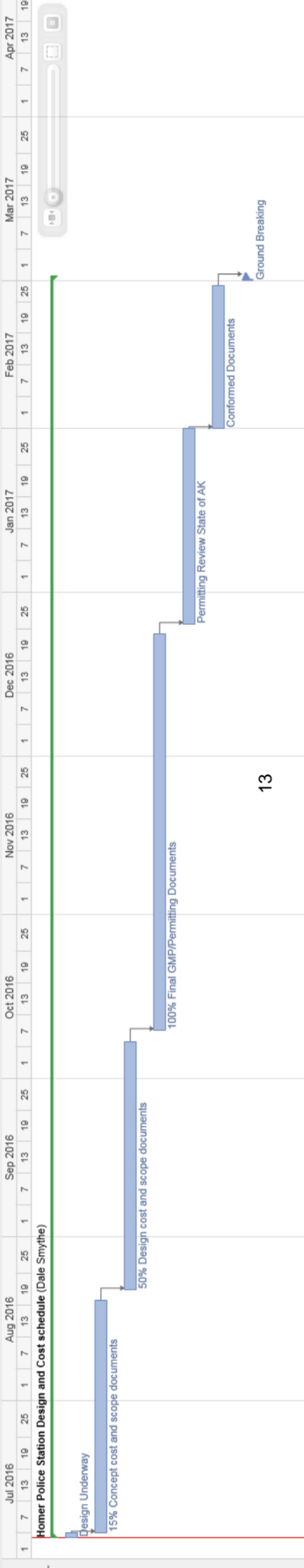
Approved: \_\_\_\_\_

# Homer Police Station Design and Cost schedule

SHOW Active TO: All Y

Expand All Collapse All Share timeline Overdue color

LIST TABLE TIMELINE STREAM





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

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**June 1 (E-126)**

June 1 (E-126) Workshop meeting. No action

June 8 (E-119) Approve calendar; Develop team; Assign tasks; Approve budget;  
**Approved on June 29, 2016**

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

June 29 (E-97) Approve letters; schedule; budget;  
Request for staff assistance for graphics; communications

**Approved June 29, 2016**

**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. **Completed 7/6/16**

**July 13** (E-76) Develop and approve radio spots and schedule  
Approve schedule and assign speakers to service clubs **Completed 6/29/16 KC**  
Letter requesting "coffee table" date KBBI  
Information on city website updated weekly  
Voter pamphlet supporting proposition prepared and sent to council  
for approval on August 8 agenda.

**August 1 (E-65)**

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

**Friends, August 10th at 6:00 p.m.**

**Realtors, August 17th at Noon**

**Seniors is checking**

**Chamber has issued two options waiting on response from Chair**

**Chair is confirmed for the following Commissions:**

**Planning, September 7th, 6:30pm**

**Parks Art Recreation & Culture, September 15th, 5:30 pm**

**Library Advisory Board, September 6th, 5:30 pm**

**Waiting on response for EDC and Port & Harbor**

Revised: June 22, 2016

**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  
Radio announcements

**October 1 (E-4)**

October 1-4

Radio announcements

October 12-13

Thank you ad in papers



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: July 7, 2016

SUBJECT: RECOMMENDATION ON FUNDING A PUBLIC INFORMATION CAMPAIGN THAT MAY INFLUENCE THE OUTCOME OF A BALLOT PROPOSITION TO ISSUE GENERAL OBLIGATION BONDS FOR THE PROPOSED POLICE STATION

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Following is the memorandum recommending Council approve the funding for the Public Information campaign. Currently the draft ordinance is in the process. It is scheduled to be introduced at the July 25, 2016 Council meeting and will have second and final reading at the August 8<sup>th</sup> meeting.





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum 16-

TO: MAYOR WYTHE AND CITY COUNCIL

FROM: PUBLIC SAFETY BUILDING REVIEW COMMITTEE

THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: July 7, 2016

SUBJECT: RECOMMENDATION ON FUNDING A PUBLIC INFORMATION CAMPAIGN THAT MAY INFLUENCE THE OUTCOME OF A BALLOT PROPOSITION TO ISSUE GENERAL OBLIGATION BONDS FOR THE PROPOSED POLICE STATION

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The Public Safety Building Review Committee at their regular meeting on June 29, 2016 made a recommendation in favor of submitting a recommendation to Council to approve funds for a public information campaign that may influence the vote on the ballot proposition that will ask the voters to approve issuing general obligation bonds not to exceed \$12 million dollars and increase the city sales tax April 1<sup>st</sup> through September 30<sup>th</sup> from 4.5% to 5.15% with those increased funds going to pay down the debt service on the bonds issued.

Following is the excerpt of the minutes from that meeting.

A brief discussion ensued on Council requirement to approve the funding for the educational campaign for a Bond Request in the amount of \$5000.00 to be in compliance with APOC.

WYTHE/HOWARD – MOVED TO REQUEST COUNCIL APPROVE THE FUNDING REQUEST FOR THE EDUCATIONAL CAMPAIGN FOR THE BOND PROPOSITION IN THE AMOUNT OF \$5000

There was a brief discussion on this request already being submitted.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Committee member Howard requested a motion to approve the proposed program.

WYHTE/ROBL – MOVED TO APPROVE THE EDUCATIONAL CAMPAIGN AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**RECOMMENDATIONS:**

Approve the Public Safety Building Review Committee request for \$5000 for the Public Information Campaign.



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE  
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I  
DATE: July 7, 2016  
SUBJECT: DRAFT FREQUENTLY ASKED QUESTIONS DOCUMENTS

---

Chair Castner has drafted the following document please review and consider additional items that the committee has heard from the public requesting answers/responses about the project to include on the list.

Recommendation  
No Action Required. Informational in Nature.



## Frequently Asked Questions

- 1) Why do the public safety buildings – the police station and the fire station – need to be replaced now?
- 2) Couldn't we tear down the existing buildings and build at the same location?
- 3) Why is the HERC location the best site?
- 4) Is there room at the HERC site for a future new fire station?
- 5) What happens to the existing uses at the HERC site?
- 6) Can't we remodel or expand the existing buildings?
- 7) If we build new buildings what happens to the old buildings?
- 8) What have you done to reduce costs?
- 9) Do we really need a shooting range?
- 10) How much it will a new building increase the cost of operations?



**From:** Carey Meyer  
**Sent:** Thursday, July 07, 2016 10:55 AM  
**To:** Renee Krause  
**Subject:** FW: Homer Police Schedule

Put in packet for discussion during Staff/Design Team Report.

**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](mailto:cmeyer@ci.homer.ak.us)  
(p) 907-435-3124  
(f) 907-235-3145  
(c) 907-399-7232

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**From:** Smythe, Dale [<mailto:dale.smythe@stantec.com>]  
**Sent:** Thursday, July 07, 2016 9:47 AM  
**To:** Carey Meyer  
**Subject:** Homer Police Schedule

Carey,  
Here is a schedule with start and end dates that is easier to review

Title	Start Date	Duration	End Date
<a href="#">Design Underway</a>	7/6/2016	1 day	<b>7/6/2016</b>
<a href="#">15% Concept cost and scope documents</a>	7/7/2016	32 days	<b>8/19/2016</b>
<a href="#">50% Design cost and scope documents</a>	8/22/2016	35 days	<b>10/7/2016</b>
<a href="#">100% Final GMP/Permitting Documents</a>	10/10/2016	55 days	<b>12/23/2016</b>
<a href="#">Permitting Review State of AK</a>	12/26/2016	27 days	<b>1/31/2017</b>
<a href="#">Conformed Documents</a>	2/1/2017	19 days	<b>2/27/2017</b>
<a href="#">Ground Breaking</a>			<b>3/1/2017</b>



**HOMER FIRE HALL IMPROVEMENTS - 2016-2017  
Schedule**

Task #	Task Description	July	August	September	October	November	December	January	February	March	April	May	June
1	Replace all floor coverings												
2	Second floor expansion (2000 SF)												
3	Repaint exterior												
4	Repaint interior, wall protection in bays												
5	Replace the slab flooring in Bays 2 & 3												
6	Pavement/drainage improvements												
7	Vehicle exhaust system in the bays												
8	Remodel the kitchen facilities												
9	Exterior stairs (west & east side of building)												
10	Unheated covered enclosed parking												
11	Interior/exterior energy efficient fixtures												
12	Convert to natural gas												



**Homer Fire Hall Improvements 2016  
Preconstruction Activities Budget**

Task #	Task Description	Construction Budget	Design Budget
1	Replace all floor coverings	\$25,000	\$3,000
2	Second floor expansion (2000 SF)	\$395,000	\$30,000
3	Repaint exterior	\$28,000	\$3,000
4	Repaint interior, wall protection in bays	\$25,000	\$2,500
5	Replace the slab flooring in Bays 2 & 3	\$25,000	\$3,000
6	Pavement/drainage improvements	\$85,000	\$1,500
7	Vehicle exhaust system in the bays	\$28,000	\$7,500
8	Remodel the kitchen facilities	\$25,000	\$5,000
9	Exterior stairs (west & east side of building)	\$30,000	\$5,000
10	Unheated covered enclosed parking	\$80,000	\$8,000
11	Interior/exterior energy efficient fixtures	\$45,000	\$4,000
12	Convert to natural gas	\$110,000	\$7,500
		\$901,000	\$80,000

Total Construction	\$901,000
Fixed Fee (6%)	\$54,060
Contingency (4%)	<u>\$45,050</u>
<b>Total Project Cost</b>	<b>\$1,000,110</b>





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TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE  
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I  
DATE: July 7, 2016  
SUBJECT: EXISTING POLICE STATION BUILDING – WHAT TO DO WITH THE FACILITY

---

At the regular meeting on June 29, 2016 the committee entertained a brief discussion on what they were going to do with the old building. Staff was tasked with researching a prior recommendation that the committee made on the facility as it was unsure what the actual recommendation to City Council contained.

Staff has reviewed the minutes since 2014 and found that the committee did address the issue of what to do with the building but no formal recommendation was made to Council on whether to re-purpose the facility demolish or liquidate the asset from the City holdings.

Recommendation

No Action Required. Informational in Nature.



Session 14-13 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on December 10, 2014 at the Cowles Council Chambers at City Hall located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS MIOTKE, ROBL, CASTNER AND WYTHE

DESIGN TEAM: DALE SMYTHE, STANTEC

ABSENT: COMMITTEE MEMBER PAINTER (EXCUSED)

STAFF: DAN NELSEN, PROJECT MANAGER  
CAREY MEYER, PUBLIC WORKS DIRECTOR  
RENEE KRAUSE, DEPUTY CITY CLERK

### **AGENDA APPROVAL**

The agenda was approved by consensus of the committee.

### **APPROVAL OF MINUTES**

A. Minutes for the November 10, 2014 Regular Meeting

Chair Castner requested a motion to approve the minutes as presented.

WYTHE/ROBL – MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 10, 2014 REGULAR MEETING AS PRESENTED.

Chair Castner would like to amend the last sentence in his comments since he believes that it required clarification to read, “stated that while it is not our responsibility to find a new gym to replace the existing gym, it is our responsibility to identify things that are mitigations and losses.”

The amended minutes were approved by consensus of the Committee present.

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

Mary Griswold, city resident, encouraged the committee to request the design team to present an optimal site plan design not constrained by the repurposing of the existing foundation or retainage of the gym. She felt that building the police station in such close proximity to the gym will be very inconvenient for equipment access all the way around the new building and thus more expensive. Ms. Griswold believes that they should know and evaluate the trade-offs between the optimum design and the constrained design. If the complex is built all at once instead of a phased approach she did not see the sense in using the design based on the constraints and phasing.

Brenda Dolma, city resident, encouraged the committee to use sustainable qualities and features within the project. She presented for review a drawing of a “Green Roof” by her daughter that was selected in the Caring for the Kenai and pages from Green Roof Design 101 by [www.greenroofs.org](http://www.greenroofs.org) showing the process. Mrs. Dolma referenced the efforts used in the construction of the Library and wanted to use this as a statement of the community.

### **VISITORS**

There were no visitors scheduled.

**STAFF & COUNCIL REPORT/COMMITTEE REPORT/BOROUGH REPORT**

A. Design Team Status Report – Dale Smythe

Carey Meyer, Public Works Director, provided a summary of the Design Team efforts since the last meeting. He reported the following:

- constrained efforts due to holidays
- stronger civil costs estimate which is provided in the packet
- square footage priorities based on a phased approach
- responded to Public comments regarding the conceptual design
- met with the Police Chief and redesigned the accesses to the police building for Public, Staff and Prisoner/Defendant

Mr. Smythe added that they discussed the priorities on different features of the design.

B. Staff Status Reports – Carey Meyer

Mr. Meyer provided a summary report on staff efforts for the expanded cost estimate for the project which included traditional line items provided by Cornerstone. This represents a general representation of costs. They also provided “crayon” drawings that addressed changes in the accesses to the building, sidewalks and parking. Mr. Meyer confirmed that they applied 21<sup>st</sup> century methods to address storm water drainage although no inclusion of sustainable building measures such as “green roofs” have been considered. Additional issues that should also be discussed is geothermal, solar, and other sustainable methods that could be used, noting it would be more expensive to construct but would cost less in the long run.

C. Council Report – Mayor Wythe

Mayor Wythe reported that Council did not take any actions regarding the project since the last meeting.

**PUBLIC HEARING**

There was no public hearing.

**PENDING BUSINESS**

A. Amending the Proposed Construction Schedule for the Project

Chair Castner provided a summary explanation on the project schedule included in the packet.

There were no comments, remarks or changes made to the proposed project schedule as presented.

**NEW BUSINESS**

A. Project Funding and Financing- What Are the Funding Options for this Project?

Chair Castner read the title into the record. He commented that he felt this was really important and did not feel that this project was going to get any more fundable as they proceeded. He recited the current economic trend with the price of a barrel of oil and the very unlikely chance that the city will receive funding from the state legislature. He was not too optimistic on receiving any governmental funding. He believes that they will be able to bond \$10 million dollars and use the money in the permanent fund and

build in phases and get the police station built and be is prepared to help sell and where his advocacy lays.

Mayor Wythe stated that the Public Safety Building is actually the number one project for the Council acknowledging that Water and Sewer is listed as number one since you do not get funding for that unless it is number one. She stated that they are intending to ask for a reappropriation of the funding the city has received for the East/ West Corridor project since they have not progressed on that project and this project has been stated as their number one priority.

As for the Permanent Fund she does not believe that she agreed to put it there unless it should be left there and hopes that the rest of Council would agree with her, she further noted that Chair Castner knows this and they have had the discussion several times but she is hoping that Council would not support removal of those monies from that savings account because while they feel they may not be making money now they will make money eventually and it is more about the long term needs of the community and not the immediate future.

Mayor Wythe stated she is prepared to sell this project as a whole, citing the costs to phasing the project. Providing the services to the community is of the greatest need and that they will not get the Public Safety Building any cheaper "piece-mealing" the project. The sooner they make this happen the less expensive it will be for the community.

Chief Robl remarked that they are coming into a "Perfect Storm" of bad news regarding funding and that they may attract funding from Department of Corrections for the following reasons:

- expanded jail facilities
- less need to transport prisoners to Wildwood Pretrial Facility

Additional Funding Sources would be:

- Assistance to construct the Firing Range from NRA
  - Funding from Homeland Security since they are a Port and Airport and are an entrance into the country
- There may be other resources that they could approach also.

Dan Miotke commented on the concerns of the Fire Department regarding a Phased Approach as follows:

- the needs of the Fire Department are just as warranted as the Police Department maybe not as desperately, extending out their need only puts them in worse position
- rising costs to finish the project over the years
- Changes in Council priorities in the future
- May obtain community support by separating the two departments since Police tend to have lesser support in a community

Chair Castner responded that he works everyday on projects that have no hope of getting funded. It is heartbreaking on the amount of time and effort people put into these and then sit and wait for the funding. He believed that everyone in this room needs to agree on the approach and he agreed with the increase in funding when phasing but the increase to a \$40 million dollar project to delay the whole project is not smart. He strongly believes that they can convince the community to accept a phased project. He also believes that the money in the Permanent Fund would better suit the needs of the community being used for the Public Safety Building.

Mayor Wythe doesn't disagree that having a phased plan as a backup would be beneficial but that they need to start with the whole project and if they have to step back then they have a place to step back to. She did not believe that they should start with a phased project, she strongly believes that Council believes they can do the whole project.

Chair Castner stated he has no problem supporting that scenario and wanted to propose a third scenario. He provided a brief story on a joint venture between KTUU-KAKM. He urged the committee and Council to explore a public –private venture for this project.

Mayor Wythe responded that she has learned through her recent education and which her term paper is based on a lease scenario or similar partnership means more dollars for a project than to have the city own it and pay for it once. The Federal Government leases property primarily due to the requirement of accounting for the purchase that year instead of amortizing the payments and they have paid for a building multiple times over a lease period of 50 years or more. She has reviewed many different ways to fund a capital project and the least cost to the tax payer is to fund the project once. As the Mayor she is interested in providing the very best services to the community at the very least cost. As a resident she is interested in seeing the project go forward. Mayor Wythe stated that when they get to the final funding discussion they can review that option.

Chair Castner remarked on including depreciation in those figures and they could agree that someone can perform an economic analysis on this project and show us what it means in response to Mayor Wythe.

Chair Castner further recapped the three scenarios spoken about:

- the “All-in” scenario, the “Phased” scenario and the “Public/Private” scenario

Chief Robl and Mr. Miotke offered no further comments.

#### B. Discussion on Design Features Proposed by the Space Needs Study

1. Memorandum from Carey Meyer dated December 3, 2014
2. Comments received from Chief Robl dated November 6, 2014

Chair Castner introduced the item for discussion. He added a gentle warning that they needed to address the project as a whole to get it going before dealing with the details. He further acknowledged that this was pre-supposing it would be a phased project approach.

Discussion ensued on there being no real items that could be left out since the design was just a bit more space than necessary.

Chair Castner inquired if the design changes addressed concerns that Chief Robl outlined in his email. Chief Robl responded that the amended design changes regarding the entrances and parking/pedestrian public access was acceptable.

#### C. Discussion on the Committee Recommendation to City Council

Chair Castner read the title into the record and further stated that there were a couple of policy decisions that are not in the committee mandate:

1. Where will the funding come from to support this new infrastructure?
2. Where will the personnel come to support (i.e. facilities maintenance, janitorial, heating, lighting, etc.) the structure.

Chair Castner further commented on the questions he has been asked regarding regional fire service. He has responded to those inquiries that it is a major decision for the city and should be considered when they consider building training facilities.

Mayor Wythe responded that they could submit a recommendation based on the reaching the benchmarks regarding the following:

- the Police Station is not usable
- the existing Fire Department could be repurposed/sold
- rough magnitude of construction costs have been determined
- that potentially a phased approach could be used if funding is not available
- proceed to the next benchmark if funding can be made available
- preliminary footprint design
- identified adjacencies

Chair Castner responded that there are some things that could be done in 2015 such as the old school building being demolished, surveying, and site evaluations. He is all for moving forward. They need to discuss what they can do now. He referenced the GANTT Chart and that they have the funding to do it.

Mayor Wythe referred to the packet on what they could submit as a recommendation to Council. All the committee is doing at this time is to approve to continue to the next phase.

Chair Castner stated would like Council to consider the Bond Issue sooner rather than later so they can get that started. Mayor Wythe stated that Chair Castner could include whatever items within the recommendation he felt was necessary and she would support them. She stated what she thought should be in the recommendation to Council: to show them what they have done and what is the next step and they would like permission to proceed.

Mayor Wythe further stated that separate from this committee she will be bringing forth a resolution requesting authorization to have those funds re-allocated from a road project to this project when they are in Juneau next year. Chair Castner reiterated that the committee operates by consensus so whatever they do here will be unanimous, but they need to recommend to Council to make some decisions and Council won't be able to do it in one meeting but believes that this will be the only opportunity before that meeting in January.

Chair Castner continued his remarks stating that the presentation or recommendation should include the three scenarios, where they are in the process and outlining the processes that require the expenditure of funds.

There was a brief discourse on where in Council agenda Chair Castner will be able to speak.

The following questions from the committee followed:

Are they at the point to recommend expending \$28.5 million dollars on this project before proceeding further?

Mayor Wythe responded to the first question that the committee provides the information and Council will determine what action they want to take or they can talk about it more and then proceed.

What numbers do we need or what can they spend money on that can make it look like they are proceeding forward for grant and funding options? Is there any prioritization there for initial steps of the project?

Mr. Meyer responded that one of the purposes of the deliverables is funding, any of the funding agencies will want to see some evidence that they thought this through. Such as how it will sit on the site, sustainability issues, civil documents, and reasonable cost estimates.

He further added that most projects would not have floor plan layout and they do; most projects would have civil drawings that would provide an estimate on what the project is going to look like. What he

would like direction from Council is how do they expend the rest of the money to improve those documents to secure the best funding possible.

Chair Castner added, and if you had some money to tear down the building and do preliminary site work would you want that funding or not?

Mr. Meyer responded that there is something to say about a project gaining momentum and starting site work can do that sometimes, but they don't need construction money until 2017-18, what they need is seed money for the design; if they don't complete the design then they will fall behind on the schedule and it will push construction further back. He would like half of the design money to perform the geotechnical and the survey and reach 35% Design. He elaborated that normally you spend about 50% of your budget getting 35% design. He felt that would also garner support from the community. He also questioned the issues of sustainability that were brought up tonight. These add costs but may offer savings later and they may bring in more public support for the project if they use some of the recommendations of sustainability.

Mr. Meyer reiterated that if they want to stay on schedule they would need \$800,000 they could provide a picture to the community and the funding agencies on what this is and develop momentum and excitement for the project.

Chair Castner remarked that they advertised GC/CM process and he would debate the value of trying to get to bid ready documents when they have the adjacencies, parameters for quality durability and sustainability, he commented on the work between the designers and contractors to iron things out and he was optimistic that if they presented this project in a forthright manner the public will see this and begin to agree with them.

Mr. Meyer responded that the Fire Marshall is required to sign off on the design and they do not have that with what they have now.

Mayor Wythe referencing the GANTT Chart, questioned at what point were they at from Mr. Smythe who responded they are at a 10% Design. Mayor Wythe then stated that the next step was to request from Council authorization to proceed to 35% Design process. Chair Castner added in the request to perform some site development.

Chair Castner also stated that the chart also lists a Notice to Proceed and other dueling activities. This goes back to what Mr. Meyer was speaking about spending money on.

WYTHE/ROBL - MOVE THAT PART OF THE RECOMMENDATION TO COUNCIL INCLUDE A RECOMMENDATION TO PROCEED FROM CONCEPTUAL DESIGN TO SCHEMATIC.

Discussion ensued on the meaning of Notice to Proceed, how far does that take this project, leave design discussion and start talking construction, clarification on what the original appropriation of \$300,000 takes us to the 10% conceptual design, additional monies will be needed to get this project to 35% design status. They discussed the monies needed for design and that the almost \$2 million dollars would get them to a Notice to Proceed for Construction. There was concern that there was only one Notice to Proceed on the schedule. Further discussion clarified that it would be a Phased Notice to Proceed that contains benchmarks to reach before proceeding to the next benchmark. An explanation was also provided on the Contractors role in the process and what they would bring to the table.

Additional discussion on the remaining funds ensued and it was estimated that there was \$60-70,000 unspent and the contract was not for the full \$300,000 so there is maybe an additional \$10,000.

Chair Castner restated the motion.

Chief Robl confirmed that approximately \$600,000 was needed to get through the next phase. Mr. Meyer stated it was a reasonable assessment of the situation.

Chair Castner clarified that will provide more detail drawings of the preliminary design and in addition is the specifications for various things. We would also start seeing master plans for communications, heating, and electrical.

Chief Robl was concerned that the committee would make a recommendation and not know where they are going to get the money to pay for it.

Mayor Wythe stated that is the Council's problem, this committee is tasked with making a recommendation and it is up to council where and how they will fund the recommendation.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

WYTHE/ROBL - MOVED THAT ADDITIONAL ITEMS INCLUDED IN THE RECOMMENDATION TO COUNCIL WOULD BE AN UPDATE ON THE PROGRESS WHICH WOULD INCLUDE THE SPACE NEEDS ANALYSIS, THE BUDGET USED TO DATE AND THE REMAINING FUNDS AVAILABLE AND RECOMMENDATIONS ON THE POTENTIAL USE OF THE REMAINING FUNDS; THE PRELIMINARY DESIGN AND THE GANTT CHART, TO VIEW PROPOSED TIMELINE.

Mr. Miotke requested dollar amounts to be placed on the GANTT Chart in order to assist in understanding. Chair Castner responded that they are at 10% and in some respects at 20% but some of the items that make the project reach 35% may change numerous times.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was further discussion on who performs or conducts the Guaranteed Maximum Price Reconciliation and it was suggested that there is a real reconciliation performed since this is going to be a larger dollar amount project. Chair Castner noted that his expertise will offer some assistance with that process.

Chair Castner still wanted to discuss the general funding picture which he can present at Council and would be willing to put it in writing. His major concern is that the public realizes they have done a thorough examination for this project.

#### D. Discussion on the Approval by the Kenai Peninsula Borough to Remove the Deed Restrictions

Chair Castner opined that this was a significant event and opens the way for a number of things and hopes that no one decides that they should just sell the property however he did not believe that was ever the intent. Setting aside the whole public private thing this does open up other options on financing.

#### E. Next Meeting Date and Deliverables

The recommended date from the Clerk was January 14, 2015 at 5:30 p.m. After a brief discussion and review of Committee schedules the next meeting was scheduled for Monday, January 19, 2014 at 5:30 p.m. in the upstairs conference room at City Hall.

Ms. Krause will distribute a written report to the committee from the Chair for review prior to the January 12, 2015 Council meeting and any comments or remarks can be directed to Ms. Krause and she will disseminate.

#### **INFORMATIONAL ITEMS**

- A. Resolution 14-20 Creation of the Committee and Scope of Work
- B. Public Safety Building Project Fact Sheet
- C. Public Involvement Plan dated June 23, 2014
- D. Supplemental Strategies Chart
- E. Project Contact List

There were no comments on the informational items.

#### **COMMENTS OF THE AUDIENCE**

Francie Roberts, city resident, thanked the committee for their work, she commented on the amortization schedule for a bond that they did not discuss and was wondering if they had discussed implementing the winter food tax which could pay for this loan they are thinking about; she also cited the fact that the Homer Police Department serves residents outside city limits so this would be a source and also the Homeland Security grants and if the phased approach or the whole project would provide more opportunity for grants over another.

Chair Castner responded that an email from John Li, Finance Director stated that a projected 1 mil rate increase would provide \$624,000 in additional property tax revenue at the current value and a 1% sales tax increase would generate approximately \$1.6 million assuming that shopping behavior doesn't change.

Mary Griswold, city resident, the original preliminary plans were called very preliminary and it appears that they are becoming set in stone. She expressed concern that it is the best layout for the property or is it what you are going to go with regardless of how you build out and what has to come down. Ms. Griswold feels that it is very important to evaluate the best use of the property for something that is supposed to last 50 years and this was one idea that she thinks has lots of problems. Ms. Griswold continued by stating that it sounds like the committee is progressing to 65% on this concept and that the committee hasn't evaluated the best concept for the property it seems important to her that you would evaluate the best option before getting beyond 10% and hopes that someone will consider that option and provide that answer for her.

Chair Castner responded that with the acreage they have here they were provided the optimal way out from the architect for a one level building then they had certain characteristics of the property such as the creek added and tried fitting it but were unable to fit it as one level so they changed it to two levels and he cannot state that they tried every option to fit it on the property but they did try some different ways; it was worked on by several very qualified staff and members of the design team over several hours and this is what they came up with that accounted for all the needs of the departments. He responded that the design asked for leaving the existing gym intact.

Mr. Meyer agreed that they spent half a day with four people to come up with the best design that left the gym and reused the foundation. They had drainage to consider which lent to the location of the building being placed to the eastern side and consideration for the location of existing utilities, entrances, etc. He will look forward to seeing the results of the testing on the foundation and if it turns out that the concrete is not suitable for the intended use then that will allow them to reconsider the location of the building.

Mayor Wythe restated Ms. Griswold question regarding a discussion on the best layout if the existing infrastructure is not used.

Dan Nelsen, Project Manager, commented on other aspects of the project that have not been mentioned and he wanted to bring those to the table now. The existing neighbors would have no view, if the building is positioned parallel to the property then it will eliminate any view shed those property owners currently have; another issue is the creek, there is a reason that the HERC was built parallel to the creek so drainage was not disrupted. The Fire Station can be backed up to the property line which lends itself to same issues they have currently – backing the trucks into the station. In order to have pass through access it requires being placed in the location that is shown in the preliminary drawings. In these buildings using terms in the hotel industry as front of house which is what the public will be presented and have access to and back of house which the public will not have access to. The fire department equipment is quite heavy and is not something that the general public has interaction with which they do now and we are supposed to be bettering ourselves. So they will be able to pull into the back of house and clean and prep for the next event out of the public interaction. Mr. Nelsen continued to elaborate on the following points for placing the police station to the far east of the parcel presenting front house access to the highway frontage they did not have to do much of rework to the existing land which can increase costs considerably. Placing it here results in minimal disturbances and with Mr. Smythe present they were addressing the location on site more of does it function here.

Mr. Meyer added that to take a review placement on the parcel would cost approximately \$2000 and he believes that they have the best option possible.

#### **COMMENTS OF CITY STAFF**

Mr. Meyer clarified the deliverables from the design team as a packet of information that includes the drawings, the schedule, a cost estimate, space needs study along with a memorandum with the recommendations.

Chair Castner stated he would appreciate a memo with the cost estimate of those two motions that were made tonight that he could deliver to Council on January 12<sup>th</sup>.

Mr. Meyer further stated that there is a law of diminish in return when there is still questions to be answered, where the mechanical room needs to go, should not spend time on that but they should spend some time on the Civil drawing to bring it further along and then focus on trying to conserve the funding they have but still give the committee what they need to move forward with Council.

Mayor Wythe clarified that Chair Castner is looking for items prior to the next meeting on January 19<sup>th</sup>.

Chair Castner would like to see an updated plan reflecting the elevations, and what it is going to mean to get them to NTP, he not sure how to define that at this time. Mr. Meyer believes that it would be beneficial to explain some things such as the timing and GC/CM and conserve as much of the budget as

possible. Chair Castner agreed that some clarity of GANTT would be a good thing and it would be nice to say this is how much it will cost us to get this far down the schedule so if that can be tightened up that would be great.

There was further dialogue between Chair Castner and Mr. Meyer regarding status of actions of the project so far.

Mr. Nelsen commented on the phasing of a project noting that there is not much affect in the design part but when it comes to construction it is another whole story, as a contractor looks at a project and figures out logistically where he will locate things on the site and when a project is phased it adds to the difficulty then you add in the public use of part of the project area and have to add in the costs to make that area or areas safe for the public. Phasing also increases the contractor costs when having to mobilize and demobilize to a jobsite.

Mr. Meyer added comments regarding the costs of those risks accommodations to the project regarding phasing.

Ms. Krause had no comments.

#### **COMMENTS OF THE COUNCILMEMBER**

Mayor Wythe will speak with the City Manager to confirm it will be on the January 12<sup>th</sup> agenda and she will also have a resolution reappropriation request and also a resolution to accept these recommendations. She would also like the GANTT chart discussion and a discussion on the PIP and what they are going to do with the public involvement.

#### **COMMENTS OF THE CHAIR**

Chair Castner thanked the public for coming out and appreciate the public participation. He has said that they are not going to get anywhere until everyone agrees that the project needs to get done. They will talk about what they might do and want to do over and over again.

#### **COMMENTS OF THE COMMITTEE**

Chief Robl commented that they will notice that he is against building the range in phases because it is a vital need to the necessary training and they miss out on so much without that facility. He will write a memo that can be included in the next packet. There was a brief commentary on the placing it as not high priority to high priority. He further commented on being against phasing since that would mean background checks and clearances for all contractors or making sure they were accompanied by personnel.

Dan Miotke commented that the fire department has similar views required about phasing that you move into the building then have to accommodate for additional changes and the inconvenience to the local neighborhood plus the possible changes in priority within the city council.

Dale Smythe commented on the time expended to come up with the preliminary design regarding placement on the location. He is very comfortable that given the parameters of reusing the foundation and the several parameters that they had to accommodate there is not much more they could have done.

**ADJOURN**

There being no further business to come before the Committee the meeting adjourned at 7:35 p.m. The next regular meeting will be **MONDAY, JANUARY 19, 2015 AT 5:30 P.M.** and will be at the City Hall in the Conference Room Upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: \_\_\_\_\_





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto: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: JULY 7, 2016  
SUBJECT: THE NEXT MEETING DELIVERABLES

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The next meeting is July 27, 2016.

Please review the items desired to have on the next agenda and any required documents to be provided by staff, design team and contractors on both the Public Safety Project and the Fire Hall Improvements



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

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**June 1 (E-126)**

June 1 (E-126) Workshop meeting. No action

June 8 (E-119) Approve calendar; Develop team; Assign tasks; Approve budget;  
**Approved on June 29, 2016**

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

June 29 (E-97) Approve letters; schedule; budget;  
Request for staff assistance for graphics; communications

**Approved June 29, 2016**

**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. **Completed 7/6/16**

**July 13** (E-76) Develop and approve radio spots and schedule  
Approve schedule and assign speakers to service clubs **Completed 6/29/16 KC**  
Letter requesting "coffee table" date KBBI  
Information on city website updated weekly  
Voter pamphlet supporting proposition prepared and sent to council  
for approval on August 8 agenda.

**August 1 (E-65)**

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

**Friends, August 10th at 6:00 p.m.**

**Realtors, August 17th at Noon**

**Seniors is checking**

**Chamber has issued two options waiting on response from Chair**

**Chair is confirmed for the following Commissions:**

**Planning, September 7th, 6:30pm**

**Parks Art Recreation & Culture, September 15th, 5:30 pm**

**Library Advisory Board, September 6th, 5:30 pm**

**Waiting on response for EDC and Port & Harbor**

Revised: June 22, 2016

**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  
Radio announcements

**October 1 (E-4)**

October 1-4

Radio announcements

October 12-13

Thank you ad in papers



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(f) 907-235-3143

July 5, 2016

Gina Pelaia  
Kachemak Board of Realtors  
PO Box 2660  
Homer, AK 99603

[gpelaia@msn.com](mailto:gpelaia@msn.com)

Re: Request to Be a Guest Speaker  
August or September Meeting

Gina Pelaia,

In order to best assess and evaluate the renewal or replacement of our aging public safety facilities, the Homer City Council appointed a special committee comprised of the Chief of Police, the Fire Chief, the Mayor, and two public members. It is called the Public Safety Building Review Committee (PSBRC).

The planning effort has been difficult, and given the economic realities of state and federal grant reductions, funding for the project will have to be found locally. To that end, the Homer City Council has recently approved the placing of a bond proposition on the October ballot.

I would like to make a short presentation to your organization in support of this proposition, including plans for the new police station and answer questions about the project. I would hope to have about 15 minutes for the presentation and then allow 10 minutes for questions and answers. I have cleared my calendar from August 15 until the October 4<sup>th</sup> election to make community presentations.

If you have a space on your program calendar during this time period, please contact me through Renee Krause at the City Clerk's office or [rkrause@ci.homer.ak.us](mailto:rkrause@ci.homer.ak.us) to arrive at a mutually convenient date, time and location.

Thank you for considering this request.

Sincerely,

/s/

Ken Castner, Public Member and Chair  
Public Safety Building Review Committee

KC/rk





