

PUBLIC SAFETY BUILDING
REVIEW COMMITTEE

Friday

February 28, 2014

1:00 p.m.



Cowles Council Chambers
City Hall
491 E. Pioneer Avenue,
Homer, Alaska

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PUBLIC SAFETY BUILDING REVIEW COMMITTEE
491 E. PIONEER AVENUE
HOMER, ALASKA

FEBRUARY 28, 2014
FRIDAY, 1:00 P.M.
CITY HALL COWLES COUNCIL CHAMBERS

**NOTICE OF MEETING
REGULAR MEETING**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. Synopsis of the February 11, 2014 Regular Meeting Page 5

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

5. PUBLIC HEARING

A. Public Safety Building Project Page 9

6. PENDING BUSINESS

A. Memorandum from Deputy City Clerk re: Request to Adjourn to Executive Session
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7. NEW BUSINESS

8. INFORMATIONAL ITEMS

9. COMMENTS OF THE AUDIENCE

10. COMMENTS OF THE CITY STAFF

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

12. COMMENTS OF THE CHAIR

13. COMMENTS OF THE COMMITTEE

14. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, MARCH 6, 2014 1:30 P.M. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska.

Session 14-01 a Regular Meeting of the Public Safety Building Review Committee was called to order by Acting Chair Mayor Beth Wythe at 5:06 p.m. on February 11, 2014 at the City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMITTEE MEMBERS ROBL, MIOTKE, CRANE, WYTHE, AND CASTNER

STAFF: CITY MANAGER WREDE
PUBLIC WORKS DIRECTOR MEYER
PROJECT MANAGER NELSEN
DEPUTY CITY CLERK KRAUSE

Acting Chair Wythe announced that she would conduct the meeting until the election of a chair. Mr. Miotke was representing the Fire Department as Chief Painter was participating in training. He will be filling in when Chief Painter is not available.

Chief Robl announced that he will not be able to attend every meeting due to scheduling conflicts.

AGENDA APPROVAL

Acting Chair Wythe requested a motion to approve the agenda.

CASTNER/ROBL – SO MOVED.

There was no discussion.

The agenda was approved as presented by consensus of the committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There was no public in attendance for this meeting.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF MINUTES

There were no minutes for approval.

VISITORS

There were no visitors scheduled.

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

There were no reports for this meeting.

PUBLIC HEARING

There were no public hearings scheduled.

PENDING BUSINESS

There was none.

NEW BUSINESS

A. Elections

Acting Chair Wythe opened the floor for nominations of Chair stating that she did not have an interest in being the Chair of this committee. She would prefer that Mr. Castner and Mr. Crane fill the position of Chair and Vice Chair.

WYTHE/ROBL - MOVED THAT MR. CASTNER BE CHAIR AND MR. CRANE FILL CHAIR AND VICE CHAIR RESPECTIVELY.

Mr. Robl commented that he did not want to chair as he may have difficulty in attending all meetings. Mr. Crane was amenable to acting as Vice Chair. Mr. Castner inquired if they had to follow Robert's Rules to run the meeting as he prefers "Always Rules" which is consensus. Ms. Krause responded that she will permit a less formal meeting but preferred a motion to be made with a second and vote can be consensus. Mr. Castner was amenable to that procedure.

The motion to elect Mr. Castner as Chair and Mr. Crane as Vice Chair was approved by consensus of the committee.

Ms. Wythe handed the meeting over to Mr. Castner.

B. Establishing a Schedule and Meeting Time

Chair Castner requested the Committee address item B after Item C since they may not need to schedule many meetings.

WYTHE/MIOTKE – MOVED TO SUSPEND THE RULES TO ADDRESS ITEM B MEETING SCHEDULES AFTER ITEM C EXECUTIVE SESSION.

There was no discussion.

The motion to suspend the rules was approved by consensus of the Committee.

Chair Castner repeated that the next meeting will be on February 28, 2014 at 1:00 p.m. and 5:00 p.m. He expected no additional meetings until awarded by Council. He predicted they could come back with a recommendation for Council at this meeting.

There was a brief discussion on the structure of the meeting for February 28, 2014.

C. Memorandum from the Deputy City Clerk re: Request to Adjourn to Executive Session for Review of Submitted Proposals.

Chair Castner requested a motion to adjourn into executive session pursuant to the memorandum.

WYTHE/ROBL – SO MOVED.

There was no discussion.

The motion to adjourn into executive session was approved by consensus of the committee.

The Committee moved into executive session at 5:13 p.m. There was no public present. Staff was invited to participate in the discussion. Chair Castner reconvened the meeting on the record at 6:55 p.m.

WYTHE/MIOTKE - MOVED THAT STAFF INFORM COMMITTEE CHOICES OF INTERVIEWS AND QUESTIONS AT 1:00 P.M. ON FRIDAY, FEBRUARY 28, 2014 IN CITY HALL COWLES COUNCIL CHAMBERS. STAFF IS TO SUBMIT QUESTIONS TO CHAIR FOR REVIEW AND APPROVAL BEFORE DISTRIBUTION.

There was a brief discussion on clarification of the question content for staff.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

There were no informational items in the packet.

COMMENTS OF THE AUDIENCE

There was no audience present for comment.

COMMENTS OF CITY STAFF

There were no comments from staff.

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe had no comment as council.

COMMENTS OF THE CHAIR

Chair Castner had no comments.

COMMENTS OF THE BOARD

There were no comments from the members of the committee.

ADJOURN

There being no further business to come before the Board the meeting adjourned at 7:15 p.m. The next regular meeting is scheduled for Friday, February 28, 2014, 1:00 to 5:00 p.m. Public Comments will be open at 4:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____

NOTICE OF PUBLIC HEARING

Public notice is hereby given that the City of Homer will hold a public hearing by the Public Safety Building Review Committee on Friday, February 28, 2014 at 1:00 p.m. at Cowles Council Chambers, Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska on the following matter:

Public Safety Building Project

Anyone wishing to present testimony concerning these matters may do so at the meeting or by submitting a written statement to the Public Safety Building Review Committee, Renee Krause, 491 East Pioneer Avenue, Homer, Alaska 99603, or via email to rkrause@ci.homer.ak.us by 12:00 p.m. on the day of the meeting.

For additional information, please contact Renee Krause at the City Clerk's Office, 235-3130.

PLEASE PUBLISH ONCE ACCOUNT 100.0101.5227



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

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Memorandum

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: FEBRUARY 20, 2014

SUBJECT: REQUEST FOR EXECUTIVE SESSION PURSUANT TO AS §44.62.310(C)(3), MATTERS, WHICH BY LAW, MUNICIPAL CHARTER, OR ORDINANCES ARE REQUIRED TO BE CONFIDENTIAL. (CONTINUATION OF PROPOSAL REVIEW AND INTERVIEWS)

BACKGROUND

Pursuant to the City of Homer Procurement Policy and Procedures Manual and City of Homer Code Title 3.16 Procurements Section 3.16.110 Competitive Sealed Proposals – Negotiated Procurement, Paragraph D. Proposals, tabulations and evaluations thereof shall be open to public inspection only after the contract award.

RECOMMENDATION

Approve the Request to Adjourn to Executive Session immediately. Request any public present to please vacate the meeting at this time.

