NOTICE OF MEETING
REGULAR MEETING

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES
   A. Synopsis of the June 24, 2014 Regular Meeting

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

5. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS
   A. Design Team Reports
   1. Memorandum dated July 23, 2014 from Sale Smythe– Project Status Update
   B. Staff Reports (if any)

6. PUBLIC HEARING (Chair opens the Public Hearing if any items listed otherwise just note for the record that there was none)

7. PENDING BUSINESS
   A. Estimated Site Area Requirements for a New Public Safety Building
      1. Draft 2014 Space Needs Assessed
      2. Draft 2034 Estimated Space Needs
   B. Supplemental Strategies Chart – Updated and Revised as of July 24, 2014
      1. Action Needed to Refine Details of Activities
   C. Project Contact List as of July 25, 2014
      1. Action Needed to Add Missing Contact Information

8. NEW BUSINESS
   A. Draft PowerPoint Presentation for Public Involvement Phase (PIP)
   B. Scheduling the Next Meeting Date and Agenda Deliverables

9. INFORMATIONAL ITEMS
   A. Resolution 14-36(A), Creation of the Committee
   B. Public Safety Building Project Fact Sheet
   C. Public Involvement Plan dated June 23, 2014

10. COMMENTS OF THE AUDIENCE

11. COMMENTS OF THE CITY STAFF

12. COMMENTS OF THE COUNCILMEMBER (If one is assigned)

13. COMMENTS OF THE CHAIR

14. COMMENTS OF THE COMMITTEE

15. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST ____, 2014
    AT 5:30 P.M. in the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer Alaska.
Session 14-07 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on June 24, 2014 at the City Hall Conference Room – Upstairs located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS HUTT, PAINTER, MIOTKE, CRANE, CASTNER AND WYTHE

ABSENT: COMMITTEE MEMBER ROBL (EXCUSED)

STAFF: DAN NELSEN, PROJECT MANAGER
       RENEE KRAUSE, DEPUTY CITY CLERK

TELEPHONIC: USKH - MEREDITH NOBLE, PUBLIC RELATIONS/FUNDING
            SARA WILSON-DOYLE, PUBLIC RELATIONS

AGENDA APPROVAL

PAINTER/WYTHE – MOVED TO APPROVE THE AGENDA AS PRESENTED.

The agenda was approved by consensus of the committee.

APPROVAL OF SYNOPSIS
A. Synopsis for June 17, 2014 Regular Meeting

Chair Castner asked if there were any additions or corrections to the minutes as presented.

Mr. Crane requested a correction to a statement he made on page four of the packet. He additionally requested clarification on page six under New Business item A, “Chair Castner stated that he wanted this completed soon,” regarding the case statement and co-location. There was a brief clarification by Chair Castner on his intent.

The minutes were approved as amended by consensus of the committee.

STAFF & COUNCIL REPORTS

Chair Castner inquired if there was any opposition to have representative Seaton come to the table and speak at this time. There was no opposition from the committee.

Mr. Seaton explained that he will be listening to the development of the project and he is not presenting a legislative request but he acknowledged that he will be fielding questions on this issue. Mr. Seaton asked if anyone had questions for him. There were none.

Chair Castner provided a brief synopsis of the project.

PUBLIC HEARING
A. Proposed Building Site Selections

Chair Castner opened the Public Hearing for public comments or questions regarding the project.
Mr. Barry Reist, non-resident, asked questions regarding the needs assessment, designing the facility to accommodate the future growth of each department, if a charrette has been done, and projected project costs.

Chair Castner provided the information in response to the questions posed.

Chair Castner closed the public hearing.

PENDING BUSINESS

A. Review and Discussion on the Draft Public Involvement Plan

Ms. Noble opened discussion by stating the introduction would be helpful information for Mr. Reist. Ms. Noble continued by stating the purpose of the Public Involvement Plan is to explain why this project is warranted and she encouraged the committee to get their red pens out.

Ms. Doyle also commented on this time being the information gathering portion until the technical side of the process is completed the end of July.

Discussion by the committee regarding the case statement, fact sheet and the public involvement plan ensued and covered the following:

- case statement covers or should include all the points listed in the project background section of the laydown provided.
- The case statement should be longer than a single statement or “elevator pitch”
- The Fact Sheet presented as a laydown is a draft document that will be used to introduce the project
- The “pitch line” was good
- Meredith will draft the paragraph for review at the next meeting
- Statement should include the public in the reason for the project not just focus on the building
- Putting visuals on the reverse side depicting the needs of each depart along with graphs possibly

Chair Castner provided a rewrite –
First bullet point under Introduction page 1 of the plan
- To ensure Homer provides emergency service that brings solace and safety to the community.

Mayor Wythe proposed the following:
“Homer Fire and Police Services are vital to the safety and health of our community. Providing adequate and safe working environments for the public servants is important to allow them to provide these services. Providing safe and hygienic containment facilities also offers the respect and consideration due our community as well. The purpose of considering a new facility at this time is to address these issues as well as other challenges that exist in our aged facilities including or equal to (then list bullet points)”

Dan Miotke notified the committee that the Fire Department will be getting a new ISO review and possibly affect our rating which also affects the insurance rates by increases.
A brief discussion on how the ISO rating affects the Fire Department and the City. A few points made by Chief Painter was training, training equipment, books, dispatching, increase or decrease in population, and how much of the city is covered by hydrant system. It does depend on the insurance carrier how much of an impact the consumer will experience.

Chair Castner requested Ms. Noble to provide an overview of the PIP (plan). Ms. Noble also included a short description of the purpose of the Supplemental Strategies.
Section 1.2 Purpose and Organization

There was no opposition offered by the members of the committee on this section.

1.3 Project Scope and Public Involvement Goals

There was no opposition from the committee on this section.

2. PIP TARGET SECTORS

2.1 Stakeholders and Interested Parties

Ms. Noble noted that she needed contact information for individuals that may be interested parties. She requested input from Chief Robl and Chief Painter.

Some additional contacts or interested stakeholders would be the following:
- Health Agency
- Senior Citizens Center
- Adult Probation, OCS, Juvenile Justice
- Attorneys
- Mental health
- Clergy

It was noted that there was incorrect information on the contacts list. Correction deadline was to be submitted by Monday, June 30, 2014 to Ms. Noble.

2.2 Stakeholder Themes

Ms. Wilson-Doyle commented on the comments received last week regarding the HERC site and recommended that the committee continue to tell the story including the life safety risk issues that were brought up.

Chair Castner requested the information regarding the working conditions at each department as a basis for why they need the improvements.

Under Supplemental Strategies
- A recommendation was made to use the local movie theater for advertising the project.

3. PUBLIC INVOLVEMENT ACTIVITIES

3.1 Consultant PI Tasks and Milestones

a. Ms. Wilson-Doyle provided an overview of the section in the plan. Chair Castner stated that he will attend the July 28, 2014 Council meeting to provide an update. Mayor Wythe confirmed that there is a space under committee reports at each council meeting.

b. The committee reviewed the proposed meeting dates of August 19, September 30, and November 2nd. Ms. Krause will review the meeting calendar and advised. Chair Castner stated the committee will review their individual calendars but also noted that it would not be prudent to have a large public
meeting until the information is finalized. Ms. Wilson-Doyle noted that the meeting dates can be removed from the Fact Sheet if needed.

c. Ms. Wilson-Doyle noted that the PIP and the Fact Sheet can be modified, editable and borrowed from as they progress. Some of the more compelling graphics can be worked on until ready to share information.

d. Continue to coordinate with the City, Committee, and stakeholders to gather relevant input that supports a better understanding. The architectural side is performing their due diligence. Chair Castner commented that they will need to decide when to ask for preliminary costs but that will come after they have chosen a site.

Discussion ensued on the ability to perform or conduct the items on the Supplemental Strategies chart. Some of the following were discussed:
- brief video of the fire and police department needs
- pictures for the back of the fact sheet to distribute at the 4th of July Open House
- minutes of the meeting where Chiefs walked through their facilities combined with still photos, and the Chiefs can narrate certain spots or vital concerns. There should be a staff member interested in this type of thing.
- press release, KBBI Coffee Table Talk right before big public meeting
- Mayor is agreeable to work with staff to get that done
- Another person is needed for Fire Department
- Determine how many hits the website gets
- Staff to create a page for the project on the City website

Chair Castner confirmed that the document dated June 23, 2014 will be used as the work plan along with the Supplemental Strategies chart. The Fact Sheet will be modified and pictures added. This will also be the basis for a story board presentation for the theater use. USKH to provide project photos to Dan Nelsen.

Ms. Noble stated that the Kachemak Bay Realtor Association would like someone to speak at the August meeting. It would be good to schedule that, the Rotary is booked out a few months ahead of time so the summer is taken care of but it would be good to get on their list.

Staff will forward the Mayor’s ideas for the Fact Sheet to Ms. Noble.

There was no further discussion.

NEW BUSINESS
A. Review and Discussion on a Possible Recommendation to Council re: Offer to Purchase Kenai Peninsula Bough Maintenance Property Adjacent to Existing Fire and Police Property

Chair Castner opened discussion on the item. He inquired about the process. Chair Castner started by saying he believes that there is still many good reasons to consider the existing site and utility to keeping the building for the police station.

Chief Painter pointed out that even if they consider using that parcel the existing fire hall would have to go away and out of the two it is the one that has more value. Plus most of the borough parcel would
have to be left for right of way. Mayor Wythe was opposed to spending the funds to purchase property and that was the purpose of choosing land that the city already owned.

Further discussion was entertained on the benefits if any to discuss this further. It was agreed to table this discussion until a further date.

B. Scheduling the Next Meeting Date and Agenda Deliverables

Chair Castner opened the discussion that he has commitments throughout July and the beginning of August that he is out of town a lot. Mayor Wythe noted that she is out of state the end of the month.

A brief discussion ensued on establishing the next meeting date toward the end of July. Staff will send out meeting requests with available dates to the committee.

Mayor Wythe thanked Ms. Noble for their time and efforts in producing the fact sheet and other documents.

INFORMATIONAL ITEMS

A. Resolution 14-36(A), Creation of the Committee
B. Project Notes Submitted by USKH for May 21-22, 2014
C. Draft Site Selection Criteria dated June 9, 2014
D. Tentative Schedule dated June 17, 2014

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There was no audience present.

COMMENTS OF CITY STAFF

Mr. Nelsen had no comments.

Ms. Krause confirmed the proposed time period for the next committee meeting.

Ms. Noble and Ms. Wilson-Doyle recommended pinning down the venue for the August public meeting.

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe thanked everyone for their contributions and their time; she believes it is very important to build on the current momentum and anything they can do to get people to think about this and talk about it over the summer will be beneficial for the project.

COMMENTS OF THE CHAIR

Chair Castner reported that he had a conversation (debriefing) with Jim Watterson and what the weak point was in their presentation.
COMMENTS OF THE COMMITTEE

Mr. Crane inquired the status of the Fire Marshall Inspection report on the HERC building. The response from Mr. Nelsen was, “it is under review.”

There were no other comments from the committee.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 7:23 p.m. The next regular meeting will be THURSDAY, JULY 31, 2014AT 5:30 P.M. and will be at the City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

__________________________________________
RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved:____________________________________
To: Carey Myer  
City of Homer 

From: Dale Smythe, AIA  
USKH now Stantec 

Date: July 23, 2014 

Reference: Homer Public Safety Building Project Status Update 

A status update for progress on the contracted effort for the public safety building. 

Task A – Fire and Police Station Building Program 

Kick off meeting in Homer, interviews, tours and Space Standards are all complete. 

Space needs drafts for Police and Fire buildings have been created and commented on, we have submitted vertical agencies and are awaiting input. Draft Site space needs for current (2014) and future (2034) have been submitted for review and input. 

Future work will include adjacency diagrams, formal site selection criteria, a presentation to the building committee and a final report. 

Task B- Site Selection and Concept Design 

Site GIS information has been obtained from the City of Homer and area measurements taken, the group is currently reviewing results with Homer to ensure accuracy. 

Future work will include concept building and site design, cost estimates, a formal presentation and final report. 

Task C- Public Involvement 

Stakeholder interviews have been completed. Public Involvement media has been developed to communicate the needs of the Homer Police and Fire staff including a Fact Sheet and PowerPoint presentation. A list of suggested activities and staff assignments have been made and scheduled for communicating the importance of the Public Safety Building. 

Future work includes continued support of committee meetings and the next three Open Houses. Homer can expect help developing information boards for open houses, managing the public involvement agenda, and documenting results from public involvement.

Dale Smythe 
Regional Architectural manager 
Phone: 907-343-5254 
dale.smythe@stantec.com 

Attachment: none 

Cc List
## City of Homer, Alaska
### Public Safety Building
#### Estimated Site Area Requirement

**2014 Space Needs Assessment**

**Date:** July 14, 2014

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<table>
<thead>
<tr>
<th>DIVISION / SECTION NAME</th>
<th>LAYOUT REFERENCE</th>
<th>AREA ALLOCATION</th>
<th>NOTES</th>
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</thead>
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<td>21,195</td>
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<td>Fire</td>
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<td>16,785</td>
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<td>Shared</td>
<td></td>
<td>5,948</td>
<td>Assume all spaces at grade level</td>
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<tr>
<td><strong>Total Main Building</strong></td>
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<td>43,928</td>
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<tr>
<td><strong>Ancillary Facilities</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Police</td>
<td></td>
<td>6,573</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td></td>
<td>1,459</td>
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<tr>
<td>Shared</td>
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<td>1,252</td>
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<td><strong>Total Ancillary Facilities</strong></td>
<td></td>
<td>9,284</td>
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<tr>
<td><strong>Site Facilities</strong></td>
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<td></td>
</tr>
<tr>
<td>Police</td>
<td></td>
<td>33,797</td>
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<td>Shared</td>
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<td>4,550</td>
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<td><strong>Sub Total Building &amp; Site Facilities</strong></td>
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<td>Design Contingency</td>
<td>10%</td>
<td>12,351</td>
<td>Includes setbacks</td>
</tr>
<tr>
<td>Landscape / Hardscape</td>
<td>25%</td>
<td>30,876</td>
<td>Expand to 2034 needs</td>
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<tr>
<td>Future Expansion</td>
<td>13%</td>
<td>16,635</td>
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<tr>
<td><strong>Total Estimated Site Area Requirement</strong></td>
<td></td>
<td>182,789</td>
<td>4.20 Acres</td>
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**Design Contingency 10%**

**Landscape / Hardscape 25%**

**Future Expansion 13%**
### Main Building

<table>
<thead>
<tr>
<th>Division / Section Name</th>
<th>Layout Reference/Room Size</th>
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<th>Notes</th>
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<tr>
<td>Police</td>
<td></td>
<td>23,728</td>
<td>Assume all spaces at grade level</td>
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<td>18,687</td>
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<td>6,186</td>
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### Ancillary Facilities

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<th>Notes</th>
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</thead>
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<td>6,573</td>
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<td>Fire</td>
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<td>1,459</td>
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<tr>
<td>Shared</td>
<td></td>
<td>1,252</td>
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<tr>
<td><strong>Total Ancillary Facilities</strong></td>
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<td>9,284</td>
<td></td>
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</table>

### SITE Facilities

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<th>Notes</th>
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</thead>
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<td>34,873</td>
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<tr>
<td>Shared</td>
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<td><strong>Total SITE Facilities</strong></td>
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### Sub Total Building & SITE Facilities

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<td>Includes set backs</td>
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<td>25%</td>
<td>33,975</td>
<td>Expansion beyond 2034</td>
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<tr>
<td>Future Expansion</td>
<td>10%</td>
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<tr>
<td><strong>Total Estimated Site Area Requirement</strong></td>
<td></td>
<td>197,055</td>
<td>4.52 Acres</td>
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</table>
Attached are examples from our library of space standards, and examples specifically for the Homer Public Safety Facility.

OFFICES
Included are 7 examples of offices with layout variations. Sizes range from 100 to 270 sq. ft. Larger examples are also available.

Please select an office size for each of the following positions. Our suggestions are shown in some cases. Only the size is critical at this time; not the layout.

• Office of the Chief
  – The existing office is approximately 180 sq. ft.
  – Suggest Office 225 sq. ft.

• Lieutenant’s Office
  – Existing office is approximately 110 sq. ft.
  – Suggest Office 180 sq. ft.

• Investigation Offices
  – Existing office is approximately 110 sq. ft.
  – Suggest Office 150 sq. ft.

• Sergeant’s Offices
  – Suggest Office 150 sq. ft.

• Dispatch Supervisor
  – Suggest Office 150 sq. ft.

WORK STATIONS
Included are 6 examples from our library. Many others are possible.

Please select a work station size for each of the following positions. Our suggestions are shown in some cases.

• Senior Officers
  – Suggest work station 64 sq. ft. all positions in one room. Add space within room for counter with printer, supplies, etc.

• Report Writing / Officers Work Stations
  – Suggest Work Station 25 sq. ft. all in one room. Add space for counter for printer, supplies, forms, etc.

• Evidence Officer Work Station
  – Suggest Work Station 80 sq. ft. locate within or adjacent to Evidence Receive / Process.

• Jailer Work Stations
  – Suggest Work Station 42 sq. ft. all in Control Room. Add space for files, counter for printer, supplies, forms, etc.

OTHER SPACE STANDARDS
Example space standards are included for a variety of spaces proposed for the Homer Police Facility. Some examples are for complete operational sections, such as Evidence, and Jail Booking/Control.
These examples are intended to show areas and demonstrate relationships, not final designs.
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>SPACE OR ELEMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFFICES</td>
<td>3</td>
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<tr>
<td>OFFICES</td>
<td>4</td>
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<td>OFFICES</td>
<td>5</td>
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<td>WORK STATIONS</td>
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<td>INTERVIEW</td>
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<td>RECEPTION / WORK</td>
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<td>DISPATCH CONSOLES</td>
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<td>BREAK ROOMS</td>
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<tr>
<td>SALLY PORT</td>
<td>12</td>
</tr>
<tr>
<td>JAIL BOOKING / CONTROL</td>
<td>13</td>
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<tr>
<td>CELLS / POLYGRAPH</td>
<td>14</td>
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<tr>
<td>EXAMPLE JAIL LAYOUT</td>
<td>15</td>
</tr>
<tr>
<td>OFFICER ENTRY / MUD ROOM / VISITATION / BUNK ROOM</td>
<td>16</td>
</tr>
<tr>
<td>EVIDENCE PROCESS / STORAGE</td>
<td>17</td>
</tr>
<tr>
<td>ARMORY / RANGE</td>
<td>18</td>
</tr>
<tr>
<td>SHOWER / LOCKER</td>
<td>19</td>
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</tbody>
</table>
OFFICE
270 SF

SCALE: 1/8" = 1'-0"

OFFICE
225 SF

SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
OFFICE
216 SF

LAYOUT "A"

LAYOUT "B"

SCALE: 1/8" = 1'-0"
OFFICE 180 SF  SCALE: 1/8" = 1'-0"

OFFICE 150 SF  SCALE: 1/8" = 1'-0"

OFFICE 120 SF  SCALE: 1/8" = 1'-0"

OFFICE 100 SF  SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
CITY OF HOMER, AK
PUBLIC SAFETY FACILITY
POLICE DEPARTMENT
SPACE STANDARDS

WS 25 SQ FT.
WS 42 SQ FT.
WS 64 SQ FT.
WS 80 SQ FT.
WS 99 SQ FT.
DOUBLE WS 112 SQ FT.

OPEN PLAN WORKSTATION

SCALE: 1/8" = 1'-0"
FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
SOFT INTERVIEW / CONFERENCE ROOM
196 SF
SCALE: 1/8" = 1'-0"

SOFT INTERVIEW / INTERROGATION @ INVESTIGATION / PATROL
140 SF
SCALE: 1/8" = 1'-0"

HARD INTERVIEW / INTERROGATION @ INVESTIGATIONS & JAIL
96 SF
SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
POLICE BRIEFING ROOM

345 SF

SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
SINGLE STATION

LAYOUT OPTION "A"
SERVICE EASIEST

LAYOUT OPTION "B"
SERVICE MOST DIFFICULT

LAYOUT OPTION "C"
SERVICE EASIEST

DISPATCH / CALL TAKING CENTER

SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
POLICE BREAK ROOM
208 SF

Dispatch Break Room & Related
160 SF

Furniture layout and dimensions are for illustration purposes only.
SALLYPORT

899 SF

SCALE: 1/8" = 1'-0"
JAIL CELL - SINGLE
80 SF
SCALE: 1/8" = 1'-0"

TEMPORARY HOLDING CELL
70 SF
SCALE: 1/8" = 1'-0"

JAIL CELL - DOUBLE
120 SF
SCALE: 1/8" = 1'-0"

POLYGRAPH ROOM
80 SF
SCALE: 1/8" = 1'-0"
EXAMPLE JAIL LAYOUT

SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
PRISONER VISITATION ROOM
70 SF  SCALE: 1/8" = 1'-0"

OFFICER ENTRY / MUD ROOM
216 SF  SCALE: 1/8" = 1'-0"

POLICE BUNK ROOM
90 SF  SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
EVIDENCE PROCESS / STORAGE
1,760 SF
ADD FOR LONG TERM STORAGE 400 SQ. FT.
ADD FOR VEHICLE IMPOUND 480 SQ. FT.

SCALE: 1/8" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.
CITY OF HOMER, AK
PUBLIC SAFETY FACILITY

POLICE DEPARTMENT
SPACE STANDARDS

TO ARMORY/GUN CLEAN

BULLET TRAP

5 FIRING LANES

PREP & SCORE

TO ARMORY/GUN CLEAN

STORAGE

STORAGE

ARMORY

200 SF

SCALE: 1/16" = 1'-0"

5 POSITION FIRING RANGE

3,250 SF

SCALE: 1/16" = 1'-0"

FURNITURE LAYOUT AND DIMENSIONS
ARE FOR ILLUSTRATION PURPOSES ONLY.
POLICE DEPARTMENT
SPACE STANDARDS

POLICE DEPT. AREAS

BENCH BENCH
BENCH

ADA
ADA

WOMEN
MEN

18 - 18" W x 24" D LOCKERS - SWORN
8 - 12" W x 18" D LOCKERS - NON SWORN

7 - 18" W x 24" D LOCKERS - SWORN
11 - 12" W x 18" D LOCKERS - NON SWORN

SCALE: 1/8" = 1'-0"

POLICE SHOWER & LOCKER ROOMS

MEN: TOILET ROOM 637 SQ. FT.
LOCKER ROOM 463 SQ. FT.

WOMEN: TOILET ROOM 464 SQ. FT.
LOCKER ROOM 268 SQ. FT.

TOTAL 1,700 SF

FURNITURE LAYOUT AND DIMENSIONS ARE FOR ILLUSTRATION PURPOSES ONLY.

USKH/Loren Berry Architect

PAGE 19
## Supplemental Strategies

### June-July Activities

<table>
<thead>
<tr>
<th>Y/N</th>
<th>Outreach &amp; Education Activities</th>
<th>Date</th>
<th>Details</th>
<th>Leader</th>
<th>Assistance</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>YouTube/Vimeo Clip of Project</td>
<td>June 25-July 11, 2014</td>
<td>Create short clip explaining the project.</td>
<td>Castner</td>
<td>Meyer</td>
<td>ongoing</td>
</tr>
<tr>
<td></td>
<td>Powerpoint Presentation</td>
<td>June 25-July 2, 2014</td>
<td>Create presentation that anyone can use to explain the project.</td>
<td>Noble</td>
<td>Robl, Painter, Nelsen</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>City Website</td>
<td>June 30-July 3, 2014</td>
<td>Post fact sheet, photos, update on status of project.</td>
<td>Renee</td>
<td>Meyer, Stantec</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Internal Tours &amp; Mtgs</td>
<td>June 30-July 3, 2014</td>
<td>Have police staff and fire staff tour each other’s buildings, discuss why the project's important, agree on messaging.</td>
<td>Robl, Painter</td>
<td>Castner</td>
<td>ongoing</td>
</tr>
<tr>
<td></td>
<td>4th of July Open House Tour at Fire Department</td>
<td>July 4, 2014</td>
<td>Hand out project fact sheet &amp; show video if finished. Invite police staff to join if available.</td>
<td>Painter</td>
<td>Elaine, Dan</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Announce event on KWAVE-Straight Talk</td>
<td>July 1, 2014</td>
<td>Contact Tim White at <a href="mailto:kwavem@xyz.net">kwavem@xyz.net</a></td>
<td>Renee</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Email contacts in outreach list</td>
<td>June 30, 2014</td>
<td>Send info about Open House</td>
<td>Renee</td>
<td></td>
<td>ongoing</td>
</tr>
<tr>
<td></td>
<td>Open House Tour</td>
<td>July 29, 2014</td>
<td>Host specifically for Re-Create Recreate/HERC users</td>
<td>Castner</td>
<td>Robl, Painter</td>
<td>planning ongoing</td>
</tr>
<tr>
<td></td>
<td>Engage City’s Various Commissions</td>
<td>July 1-18, 2014</td>
<td>Provide fact sheet to City's commissions to raise their awareness of the project.</td>
<td>Castner, Meyer</td>
<td>Renee</td>
<td>planning ongoing</td>
</tr>
<tr>
<td></td>
<td>Legislator Update</td>
<td>June 30, July 28</td>
<td>Update on PI activities by letter &amp; call.</td>
<td>Mayor Wythe</td>
<td>Committee</td>
<td>ongoing</td>
</tr>
<tr>
<td></td>
<td>Display Boards</td>
<td>July 1-18, 2014</td>
<td>Create boards that have photos, stories, and content explaining project. Display at City Hall, library, etc.</td>
<td>Meyer</td>
<td>Stantec</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Homer Council Meeting</td>
<td>July 28, 2014</td>
<td>Provide update on project.</td>
<td>Castner</td>
<td>Committee/ Stantec</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Movie Theatre Storyboard</td>
<td>July, 2014</td>
<td>Provide information on project before movie shows at the theatre.</td>
<td>Nelsen</td>
<td></td>
<td>ongoing</td>
</tr>
<tr>
<td></td>
<td>Door-to-Door Campaign</td>
<td>August 4-18, 2014</td>
<td>Leave behind flyers about upcoming Open House &amp; Fact Sheet.</td>
<td>Fire &amp; Police Dept./ Public Safety Committee/Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>City Website</td>
<td>August 13, 2014</td>
<td>Update website with info on upcoming Open House</td>
<td>Renee</td>
<td>Meyer/Stantec</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact Outreach List</td>
<td>August 8-12, 2014</td>
<td>Notify contacts in outreach list of upcoming Open House.</td>
<td>Renee</td>
<td>Meyer</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Display Boards</td>
<td>August 20, 2014</td>
<td>Take display boards from Public Meeting to Library or City Hall for public review.</td>
<td>Noble/Wilson-Doyle</td>
<td>Castner</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Legislator/Funding Agency Update</td>
<td>August 22, 2014</td>
<td>Update on PI activities by letter &amp; call.</td>
<td>Mayor Wythe</td>
<td>Committee/Wilson-Doyle</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public Meeting: Present Project Need &amp; Site Criteria</td>
<td>TBD(Late August/Early September)</td>
<td>Share needs statement info at formal public open house. Gather input specific to the bldg program.</td>
<td>Stantec &amp; Public Safety Bldg Committee</td>
<td>Renee</td>
<td></td>
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</tbody>
</table>

### August Activities

<table>
<thead>
<tr>
<th>Y/N</th>
<th>Outreach &amp; Education Activities</th>
<th>Date</th>
<th>Details</th>
<th>Leader</th>
<th>Assistance</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Open House Tour- News Outlets</td>
<td>August, 2014</td>
<td>Host specifically for Chris Story, KBII, KWAVE, KPEN, KGTL, etc. local newspapers, bloggers</td>
<td>Crane</td>
<td>Committee</td>
<td></td>
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<tr>
<td></td>
<td>Public Presentation- Realtor Association</td>
<td>August 20, 2014</td>
<td>12:00, location unknown. Confirm with Angie Newby by June 30.</td>
<td>Mayor Wythe</td>
<td>Fire &amp; Police Staff member</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public Presentation- Planning Commission</td>
<td>August 20, 2014</td>
<td>Commission Meeting 6:30 pm</td>
<td>Mayor Wythe</td>
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<tr>
<td></td>
<td>Public Presentation- Parks and Recreation</td>
<td>August 21, 2014</td>
<td>Commission Meeting 5:30 pm</td>
<td>Meyer</td>
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<tr>
<td></td>
<td>Door-to-Door Campaign</td>
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<td>Leave behind flyers about upcoming Open House &amp; Fact Sheet.</td>
<td>Fire &amp; Police Dept./ Public Safety Committee/Council</td>
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<td></td>
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<tr>
<td></td>
<td>City Website</td>
<td>August 13, 2014</td>
<td>Update website with info on upcoming Open House</td>
<td>Renee</td>
<td>Meyer/Stantec</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contact Outreach List</td>
<td>August 8-12, 2014</td>
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<td>Renee</td>
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<td>Display Boards</td>
<td>August 20, 2014</td>
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<td>Castner</td>
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<td></td>
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<td>August 22, 2014</td>
<td>Update on PI activities by letter &amp; call.</td>
<td>Mayor Wythe</td>
<td>Committee/Wilson-Doyle</td>
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<td></td>
<td>Public Meeting: Present Project Need &amp; Site Criteria</td>
<td>TBD(Late August/Early September)</td>
<td>Share needs statement info at formal public open house. Gather input specific to the bldg program.</td>
<td>Stantec &amp; Public Safety Bldg Committee</td>
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</thead>
<tbody>
<tr>
<td></td>
<td>Public Presentation- Rotary Club</td>
<td>12:00, Thursdays</td>
<td>Coordinate with Katie Koester ASAP.</td>
<td>Castner</td>
<td>Robl/Painter and/or staff</td>
<td></td>
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<tr>
<td></td>
<td>Public Presentation- Chamber of Commerce</td>
<td>Tuesdays</td>
<td>Coordinate w/ Debbie Speakman ASAP.</td>
<td>Castner</td>
<td>Robl/Painter and/or staff</td>
<td></td>
</tr>
<tr>
<td>Activity Type</td>
<td>Start Date/End Date</td>
<td>Action Description</td>
<td>Responsible Party</td>
<td>Notes</td>
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<tr>
<td>City Website</td>
<td>Sept. 24, 2014</td>
<td>Update website with info on upcoming Open House</td>
<td>Meyer</td>
<td>Renee &amp; USKH</td>
<td></td>
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</tr>
<tr>
<td>Contact Outreach List</td>
<td>Sept. 19-30, 2014</td>
<td>Notify contacts in outreach list of upcoming Open House.</td>
<td>Noble</td>
<td>Castner</td>
<td></td>
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<tr>
<td>Paid Radio</td>
<td>Sept. 19-30, 2014</td>
<td>Pay for Ads on key radio channels to notify public about the meeting.</td>
<td>Renee</td>
<td>Renee</td>
<td></td>
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</tr>
<tr>
<td>Public Meeting: Site Selection &amp; Draft Concept Design</td>
<td>Sept. 30, 2014</td>
<td>Present site selection decision matrix &amp; draft concept design, seek public input.</td>
<td>USKH &amp; Public Safety Bldg Committee</td>
<td>Renee</td>
<td></td>
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<tr>
<td>Legislator/Funding Agency Update</td>
<td>Oct. 3, 2014</td>
<td>Update on PI activities by letter &amp; call.</td>
<td>Mayor Wythe</td>
<td>Committee/Noble</td>
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<tr>
<td>October &amp; November Activities</td>
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<tr>
<td>Public Presentation</td>
<td>Oct. 1-31, 2014</td>
<td>Coordinate with any group that wants to hear from you that we missed earlier.</td>
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<td>City Website</td>
<td>Oct. 29, 2014</td>
<td>Update website with info on upcoming Open House</td>
<td>Renee</td>
<td>Meyer &amp; USKH</td>
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<tr>
<td>Paid Radio</td>
<td>Oct. 27-Nov. 3, 2014</td>
<td>Pay for Ads on key radio channels to notify public about the meeting.</td>
<td>Renee</td>
<td>Renee</td>
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<tr>
<td>Public Meeting: Site Selection &amp; Final Concept Design</td>
<td>Nov. 3, 2014</td>
<td>Present site selection decision matrix &amp; draft concept design, seek public input.</td>
<td>USKH &amp; Public Safety Bldg Committee</td>
<td>Renee</td>
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<tr>
<td>Legislator/Funding Agency Update</td>
<td>Nov. 4, 2014</td>
<td>Update on PI activities by letter &amp; call.</td>
<td>Mayor Wythe</td>
<td>Noble</td>
<td></td>
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</tr>
<tr>
<td>Name</td>
<td>Title</td>
<td>Phone</td>
<td>Email</td>
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</tr>
<tr>
<td>Carey Meyer</td>
<td>Public Works Director</td>
<td>907-235-3170</td>
<td><a href="mailto:cmeyer@ci.homer.ak.us">cmeyer@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dan Nelsen</td>
<td>Public Works Project Manager</td>
<td>907-235-3170</td>
<td><a href="mailto:dnelsen@cityofhomer-ak.gov">dnelsen@cityofhomer-ak.gov</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ken Castner</td>
<td>Chair of Committee</td>
<td>907-235-9020</td>
<td><a href="mailto:kcastner@tonsina.biz">kcastner@tonsina.biz</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mark Robl</td>
<td>Police Chief</td>
<td>907-235-3150</td>
<td><a href="mailto:mrobl@ci.homer.ak.us">mrobl@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ralph Crane</td>
<td>Public Representative</td>
<td></td>
<td><a href="mailto:kummok@earthlink.net">kummok@earthlink.net</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bob Painter</td>
<td>Fire Chief</td>
<td>907-235-3155</td>
<td><a href="mailto:rpainter@ci.homer.ak.us">rpainter@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beth Wythe</td>
<td>Mayor</td>
<td>907-235-8121 x 2229</td>
<td><a href="mailto:mayor@ci.homer.ak.us">mayor@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renee Krause</td>
<td>Deputy City Clerk</td>
<td>907-435-3109</td>
<td>r <a href="mailto:krause@ci.homer.ak.us">krause@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walt Wrede</td>
<td>City Manager</td>
<td>907-235-8121 x 2222</td>
<td><a href="mailto:wwarede@ci.homer.ak.us">wwarede@ci.homer.ak.us</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dale Smythe</td>
<td>Project Manager</td>
<td>907-343-5254</td>
<td><a href="mailto:dsmythe@uskh.com">dsmythe@uskh.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jerry Jeubert</td>
<td>Architect</td>
<td>907-450-1440</td>
<td><a href="mailto:jneubert@uskh.com">jneubert@uskh.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sara Wilson Doyle</td>
<td>Public Meeting Coordinator</td>
<td>907-352-7813</td>
<td>sw <a href="mailto:doyle@uskh.com">doyle@uskh.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meredith Noble</td>
<td>Stakeholder Involvement/Funding</td>
<td>509-340-1714</td>
<td><a href="mailto:mnoble@uskh.com">mnoble@uskh.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loren Berry</td>
<td>Loren Berry Architects</td>
<td>541-896-3692</td>
<td><a href="mailto:lberry@berryarch.com">lberry@berryarch.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jack Berry</td>
<td>Loren Berry Architects</td>
<td>541-896-3692</td>
<td><a href="mailto:lberry@berryarch.com">lberry@berryarch.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joe Jolley</td>
<td>Cornerstone General Contractors</td>
<td>907-646-7213</td>
<td>j <a href="mailto:jolley@cornerstoneak.com">jolley@cornerstoneak.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shady</td>
<td>KBBI Public Radio</td>
<td>907-235-7721</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dave Becker</td>
<td>K-WAVE, KPEN, K-BAY, KGTL</td>
<td>907-235-6000</td>
<td><a href="mailto:kwavefm@xyz.net">kwavefm@xyz.net</a></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Chris Story</td>
<td>KPEN- Alaska Matters</td>
<td>907-299-7653</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Naomi Klouda</td>
<td>Homer Tribune</td>
<td>907-235-3714</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Armstrong</td>
<td>Homer News</td>
<td>907-235-7767</td>
<td><a href="mailto:michael.armstrong@homernews.com">michael.armstrong@homernews.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Peninsula Clarion</td>
<td>907-283-7551</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shannyn Moore</td>
<td>Blogger, Radio.Active.Truth</td>
<td>907-235-7767</td>
<td><a href="mailto:shannynmoore@gmail.com">shannynmoore@gmail.com</a></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>907-235-7767</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pauletta Bourne</td>
<td>CDBG Grants Rep</td>
<td>907-451-2721</td>
<td><a href="mailto:pauletta.bourne@alaska.gov">pauletta.bourne@alaska.gov</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judy Haymaker</td>
<td>CDBG Grants Rep</td>
<td>907-451-2731</td>
<td><a href="mailto:judy.haymaker@alaska.gov">judy.haymaker@alaska.gov</a></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CONSULTING TEAM**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
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<tbody>
<tr>
<td>Bob Painter</td>
<td>Fire Chief</td>
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<td>Dale Smythe</td>
<td>Project Manager</td>
<td>907-343-5254</td>
<td><a href="mailto:dsmythe@uskh.com">dsmythe@uskh.com</a></td>
</tr>
<tr>
<td>Jerry Jeubert</td>
<td>Architect</td>
<td>907-450-1440</td>
<td><a href="mailto:jneubert@uskh.com">jneubert@uskh.com</a></td>
</tr>
<tr>
<td>Sara Wilson Doyle</td>
<td>Public Meeting Coordinator</td>
<td>907-352-7813</td>
<td>sw <a href="mailto:doyle@uskh.com">doyle@uskh.com</a></td>
</tr>
<tr>
<td>Meredith Noble</td>
<td>Stakeholder Involvement/Funding</td>
<td>509-340-1714</td>
<td><a href="mailto:mnoble@uskh.com">mnoble@uskh.com</a></td>
</tr>
<tr>
<td>Loren Berry</td>
<td>Loren Berry Architects</td>
<td>541-896-3692</td>
<td><a href="mailto:lberry@berryarch.com">lberry@berryarch.com</a></td>
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<tr>
<td>Jack Berry</td>
<td>Loren Berry Architects</td>
<td>541-896-3692</td>
<td><a href="mailto:lberry@berryarch.com">lberry@berryarch.com</a></td>
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<tr>
<td>Joe Jolley</td>
<td>Cornerstone General Contractors</td>
<td>907-646-7213</td>
<td>j <a href="mailto:jolley@cornerstoneak.com">jolley@cornerstoneak.com</a></td>
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<tr>
<td>Shady</td>
<td>KBBI Public Radio</td>
<td>907-235-7721</td>
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<tr>
<td>Dave Becker</td>
<td>K-WAVE, KPEN, K-BAY, KGTL</td>
<td>907-235-6000</td>
<td><a href="mailto:kwavefm@xyz.net">kwavefm@xyz.net</a></td>
</tr>
<tr>
<td>Chris Story</td>
<td>KPEN- Alaska Matters</td>
<td>907-299-7653</td>
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<tr>
<td>Naomi Klouda</td>
<td>Homer Tribune</td>
<td>907-235-3714</td>
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<tr>
<td>Michael Armstrong</td>
<td>Homer News</td>
<td>907-235-7767</td>
<td><a href="mailto:michael.armstrong@homernews.com">michael.armstrong@homernews.com</a></td>
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<tr>
<td></td>
<td>Peninsula Clarion</td>
<td>907-283-7551</td>
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<tr>
<td>Shannyn Moore</td>
<td>Blogger, Radio.Active.Truth</td>
<td>907-235-7767</td>
<td><a href="mailto:shannynmoore@gmail.com">shannynmoore@gmail.com</a></td>
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<td>907-235-7767</td>
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<tr>
<td>Pauletta Bourne</td>
<td>CDBG Grants Rep</td>
<td>907-451-2721</td>
<td><a href="mailto:pauletta.bourne@alaska.gov">pauletta.bourne@alaska.gov</a></td>
</tr>
<tr>
<td>Judy Haymaker</td>
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<td>907-451-2731</td>
<td><a href="mailto:judy.haymaker@alaska.gov">judy.haymaker@alaska.gov</a></td>
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<tr>
<td>Scott Ruby</td>
<td>Director, Division of Community and Regional Affairs</td>
<td>907-269-4569</td>
<td><a href="mailto:scott.ruby@alaska.gov">scott.ruby@alaska.gov</a></td>
</tr>
<tr>
<td>Merlaine Kruse</td>
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<td>907-761-7778</td>
<td><a href="mailto:merlaine.kruse@ak.usda.gov">merlaine.kruse@ak.usda.gov</a></td>
</tr>
<tr>
<td>Amy Milburn</td>
<td>USDA RD, Area Director</td>
<td>907-283-6640 ext. 4</td>
<td><a href="mailto:amy.milburn@ak.usda.gov">amy.milburn@ak.usda.gov</a></td>
</tr>
<tr>
<td>Wylie Chandler</td>
<td>USDA RD, Loan Tech</td>
<td>907-283-6640 ext. 4</td>
<td><a href="mailto:wylie.chandler@ak.usda.gov">wylie.chandler@ak.usda.gov</a></td>
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<tr>
<td>Sean Parnell</td>
<td>Alaska State Governor</td>
<td>907-465-3500</td>
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<td></td>
<td><strong>LEGISLATORS</strong></td>
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<tr>
<td>Peter Micciche</td>
<td>Senator</td>
<td>907-283-7996</td>
<td><a href="mailto:senator.peter.micciche@akleg.gov">senator.peter.micciche@akleg.gov</a></td>
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<tr>
<td></td>
<td>District 0</td>
<td>907-465-2828</td>
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<tr>
<td>Paul Seaton</td>
<td>Representative</td>
<td>907-235-2921</td>
<td><a href="mailto:representative.paul.seaton@akleg.gov">representative.paul.seaton@akleg.gov</a></td>
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<td></td>
<td>District 30</td>
<td>907-465-2689</td>
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<td></td>
<td><strong>CITY STAFF</strong></td>
<td></td>
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<tr>
<td>Dan Gardner</td>
<td>Public Works Superintendent</td>
<td>907-235-3170</td>
<td><a href="mailto:dgardner@ci.homer.ak.us">dgardner@ci.homer.ak.us</a></td>
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<tr>
<td></td>
<td>Public Works Inspector</td>
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<tr>
<td>Rick Abboud</td>
<td>City Planner</td>
<td>907-235-3106</td>
<td><a href="mailto:rabboud@ci.homer.ak.us">rabboud@ci.homer.ak.us</a></td>
</tr>
<tr>
<td>Julie Engebretsen</td>
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<td>907-235-3106</td>
<td><a href="mailto:engebretsen@ci.homer.ak.us">engebretsen@ci.homer.ak.us</a></td>
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<td>Katie Koester</td>
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</tr>
<tr>
<td>Jo Johnson</td>
<td>City Clerk</td>
<td>907-235-3130</td>
<td><a href="mailto:jjohnson@ci.homer.ak.us">jjohnson@ci.homer.ak.us</a></td>
</tr>
<tr>
<td>Elaine Grabowski</td>
<td>Staff at Fire Dept.</td>
<td>907-235-3155</td>
<td><a href="mailto:fire@cityofhomer-ak.gov">fire@cityofhomer-ak.gov</a></td>
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<tr>
<td>Dan Miotke</td>
<td>Staff at Fire Dept.</td>
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<td></td>
<td><strong>Community Outreach</strong></td>
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<tr>
<td>Jim Lavrakas</td>
<td>Far North Photography/Chamber of Commerce Contact</td>
<td>907-360-2319</td>
<td><a href="mailto:jimlav@homeralaska.org">jimlav@homeralaska.org</a></td>
</tr>
<tr>
<td>Katie Koester</td>
<td>Rotary</td>
<td></td>
<td><a href="mailto:kkoester@ci.homer.ak.us">kkoester@ci.homer.ak.us</a></td>
</tr>
<tr>
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<td>907-235-5294</td>
<td><a href="mailto:angienewby@alaska.com">angienewby@alaska.com</a></td>
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<tr>
<td>Debbie Speakman</td>
<td>Chamber of Commerce</td>
<td></td>
<td><a href="mailto:debbie@homeralaska.org">debbie@homeralaska.org</a></td>
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<td>Name</td>
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<tr>
<td>Claudia Hanes</td>
<td>Youth Services Librarian</td>
<td>907-435-3176</td>
<td><a href="mailto:chaines@ci.homer.ak.us">chaines@ci.homer.ak.us</a></td>
</tr>
<tr>
<td>Miranda Weiss</td>
<td>Public Park Volunteer</td>
<td></td>
<td><a href="mailto:tidefeatherssnow@gmail.com">tidefeatherssnow@gmail.com</a></td>
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<tr>
<td>Derotha Ferraro</td>
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<td>907-235-0397</td>
<td><a href="mailto:dbf@sphosp.org">dbf@sphosp.org</a></td>
</tr>
<tr>
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<td>Pratt Museum</td>
<td>907-235-8635</td>
<td><a href="mailto:mmiller@prattmuseum.org">mmiller@prattmuseum.org</a></td>
</tr>
<tr>
<td>Marianne Applin</td>
<td>Islands and Oceans, Arts Committee</td>
<td></td>
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</tr>
<tr>
<td>Jack Cushing</td>
<td>Former Mayor</td>
<td>907-399-1200</td>
<td><a href="mailto:jackcushing@gi.com">jackcushing@gi.com</a></td>
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<td></td>
<td>Kachemak Heritage Land Trust</td>
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<td>Kachemak Bay Conservation Society</td>
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<td>Senior Citizens Center</td>
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**POLICE/FIRE CONTACTS**

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<thead>
<tr>
<th>Name</th>
<th>Title/Role</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Kelly Nicolello</td>
<td>Alaska State Fire Marshall</td>
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<tr>
<td>Mark J. Miller</td>
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<td><a href="mailto:mark.miller@alaska.gov">mark.miller@alaska.gov</a></td>
</tr>
<tr>
<td>Sue Hecks</td>
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<td><a href="mailto:checks@sremsc.org">checks@sremsc.org</a></td>
</tr>
<tr>
<td>Kevin Jones</td>
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<tr>
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<td></td>
<td>Division of Homeland Security &amp; Emergency Mgmt</td>
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<td>Safety and Emergency Response Agencies</td>
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<td>State of Alaska DOT</td>
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<td>Kenai Peninsula Borough</td>
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<th>Environmental Permitting agencies</th>
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<tr>
<td>Alaska State Legislature</td>
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<td>Governor's Office</td>
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<tr>
<td>K.E.S.A.</td>
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<td>Alaska Fire Chief's Association</td>
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<td>State Fire Marshal's Office</td>
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<td>Wildwood Correctional Center</td>
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<td>OSHA</td>
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<td>Department of Security</td>
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<td>Alaska State Forestry</td>
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<td>Kachemak Bay</td>
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<td>Mental Health</td>
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<td>Clergy</td>
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<td>State EMS</td>
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<td>Address</td>
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<tr>
<td>3575 Heath Street, Homer 99603</td>
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<td>3575 Heath Street, Homer 99603</td>
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<tr>
<td>c/o City Clerk's Office City of Homer 491 E Pioneer Avenue</td>
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<tr>
<td>Homer Police Department 4060 Heath Street Homer AK 99603</td>
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<td>c/o City Clerk's Office City of Homer 491 E Pioneer Avenue</td>
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<tr>
<td>Homer Volunteer Fire Department, 604 East Pioneer Ave. Homer AK 99603</td>
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<td>2515 A Street, Anchorage, AK 99503</td>
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<td>2515 A Street, Anchorage, AK 99503</td>
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<tr>
<td>W. Mallon Ave. Suite 309, Spokane, WA 99201</td>
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<tr>
<td>41601 Madrone Street, Springfield, OR 97478</td>
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<td>41601 Madrone Street, Springfield, OR 97478</td>
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<tr>
<td>5050 Cordova Street, Anchorage, AK 99503</td>
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<tr>
<td>Coffee Table on Wednesday morning 9-10 am.</td>
</tr>
<tr>
<td>Contact Tim White, K-WAVE, for Straight Talk on Tuesday mornings</td>
</tr>
<tr>
<td><a href="http://www.alaskamattersradio.com">www.alaskamattersradio.com</a></td>
</tr>
<tr>
<td><a href="http://peninsulaclarion.com/staff">http://peninsulaclarion.com/staff</a></td>
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<tr>
<td><a href="http://www.shannynmoore.wordpress.com/">http://www.shannynmoore.wordpress.com/</a></td>
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<tr>
<td><a href="http://commerce.alaska.gov/dnn/dcra/GrantsSection/CommunityDevelopmentBlockGrants">http://commerce.alaska.gov/dnn/dcra/GrantsSection/CommunityDevelopmentBlockGrants</a></td>
</tr>
<tr>
<td>Max $850k per community, $2M FY13 Cycle</td>
</tr>
</tbody>
</table>
Excellent resource for information on legislative designations & CDBG grant.

110 Trading Bay Road, Suite 160, Kenai, AK 99611
State Capital, PO Box 110001, Juneau, AK 99811-0001
http://gov.alaska.gov/parnell/contact/email-the-governor.html

145 Main Street Loop Ste. 217, Room 226
State Capital Room 125, Juneau AK 99801

270 W. Pioneer Ave. Homer AK 99603
State Capital Room 102, Juneau, AK 99801

Wants to host fire and police staff for an informative meeting during their August luncheon.
Coordinated much of the fundraising for the new Library.

Coordinated PI activities to garner support for upgrades to hospital.

Also Chair of Public Art Committee
Homer Public Safety Building
Agenda

1. Introduction
2. Fire Station Deficiencies
3. Police Station Deficiencies
4. Project Process
5. Getting Involved
Introduction

Project Purpose

“To ensure Homer has adequate emergency services to protect community health and safety using a cost-effective, locally-responsive emergency service model.”

Public Safety Building Review Committee

Ken Castner  Committee Chair
Mayor Beth Wythe  City Council Liaison
Ralph Crane  Public Representative
Chief Bob Painter  Fire Dept. Representative
Chief Mark Robl  Police Dept. Representative

Additional Team Members

Carey Meyer  Public Works Director
Dan Nelsen  Public Works Project Manager
Dale Smythe  Project Manager, Stantec
Loren Berry Architects  Cornerstone Construction
Fire Station Deficiencies

- Cramped work areas
- No bay ventilation for exhaust
- Extremely limited storage indoors
- No place to dry or clean gear and clothing
- Walls are rotting from water trapped indoors
- Not enough room for volunteers to stay overnight or prepare meals
- Cement floor cannot sustain weight of apparatus and is cracking throughout
- As training expectations continue to grow, so does the need for specialized clothing and equipment, which impacts the limited storage space
- Premature wear of expensive equipment and vehicles stored outside also causing slower winter response times
- Existing bays too short for new standard sized fire response apparatus requiring special modifications that are much more expensive.
Diesel exhaust is a complex mixture of thousands of gases and fine particles that contain more than forty toxic air contaminants. The US EPA has reported that long-term exposure to diesel engine exhaust is linked to lung cancer.

Homer Fire Fighters are exposed to these conditions daily when starting apparatus indoors for service calls.
Call Volume Characteristics

- 600 Calls Annually
- 85% for EMT Services
- Of Remaining Calls, 1 in 5 are Actual Fires

The Value of a Volunteer Fire Department

- 2010 Homer General Budget (86%)
- 2010 Fire Department Budget (8%)
- Additional Budget Need w/ Paid Staff (5%)
The decrease in call volume occurred after K.E.S.A. formed. In just a few years, however, our call levels have already rebounded to over 600 calls annually.

Between now and 2035 we expect call volume to increase to 1,000 calls per year, especially as Baby Boomers continue to retire.
We May Call Them Firefighters...
but they do much more than that.
Police Station Deficiencies

- Extremely cramped work areas
- Poor design causes efficiency problems
- No prisoner visitor area
- No secure service counter window
- Lack of evidence storage/lab space
- No decontamination or cleaning areas
- Premature failure of expensive radio equipment because of poor ventilation
- Law requires evidence to be stored indefinitely requiring considerably more storage
- Escape attempt and safety issues due to poor design layout or when bringing detainees in and out of the building
- HVAC system routes from jail cells to dispatch, risking the passage of airborne communicable disease
Police Station Deficiencies Continued...

- Exhaust enters work areas causing poor air quality
- No separate prison area for women and juveniles though required by law
- No separation between staff work areas and prisoner through-traffic
- Serious communication/computer system issues due to building limitations
- Inadequate security cameras inside and outside the facility
- Jail’s five cells are often overfilled requiring people to stay on the floor and causing safety issues. Average is 550-700 detainees per year and increasing.
We have two rooms, a hallway, closet, and a bathroom that feels like a closet...the booking room is functionally serving the needs of five different rooms. We have had several escape attempts because of vulnerabilities in our layout.

Police Officer Rick Pitta
We have poor radio reception in our building and we have many intermittent problems with our radio system that are suspected to be happening due to poor cable placements...

Our critical radio and computer equipment is also not in climate controlled rooms which we believe has caused premature failure of some of this very expensive equipment. This also is suspected of causing intermittent system failures and outages.

“" - Police Chief Mark Robl
If there’s one thing we want the public to know, it’s that our current facility is impacting our efficiency. The facility is so cramped that it’s hard to move through it and get what you need, such as recharging radio batteries. We want the public to get their money’s worth and have us out on the streets, not stuck in an inefficient, cramped building.

Police Officer Stacy Luck
The City has hired a consultant team including USKH (now Stantec), Loren Berry Architect and Cornerstone General Contractors using a General Contractor Construction Manager approach for cost savings and better value.

Preliminary concept design is fully funded and is just getting underway. This phase of work will produce a space needs analysis, siting criteria, concept design, and cost projections for a new Homer Public Safety Building.
Project Process Continued...

**Space Needs Analysis**
A Facility Needs Analysis assesses existing fire and police station space inventory quantitatively and qualitatively and projects future space needs based on staffing and call volume projections.

**Site Selection**
After knowing the square footage and basic layout requirements of the building, we can begin to evaluate potential sites in Homer for the new Public Safety Building.

**Preliminary Design**
Based on the space needs analysis and adjacency diagrams, the design team (USKH, now Stantec), will develop concept designs for the two top scoring potential sites. This will include building plans and rough cost estimates.
Get Involved!

Once a space needs assessment is completed, three public open houses will be held to present findings, ask for community feedback, and to discuss options.

Open House #1 - Project Need and Site Criteria (Early September)

Open House #2 - Site Selection Rankings and Preliminary Design Concept (Late October)

Open House #3 - Refined Design Concept (November)
Closing Thoughts

We don’t think about police, EMT and fire services until we need them...

They now need us.

Consider supporting your police and fire departments to ensure they have a safe place to work and can continue to provide excellent service well into the future.
Questions?

To learn about public involvement opportunities, or for more information about this effort, contact the City of Homer:

Carey Meyer, Public Works Director
cmeyer@ci.homer.ak.us  (907) 235-3170
3575 Heath Street, Homer 99603
Memorandum

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I
DATE: JULY 23, 2014
SUBJECT: SCHEDULING UPCOMING MEETINGS AND DELIVERABLES

In review of the Supplemental Strategies chart supplied by USKH the proposed date of August 19, 2014 is unavailable due to the Primary Election. The following dates are available for schedule an evening public meeting in Council Chambers:

- August 15, 2014, Friday
- August 22, 2014, Friday
- August 28, 2014 Thursday
- August 18, 2014, Monday
- August 26, 2014, Tuesday
- August 29, 2014, Friday

These dates are currently available but may change before the meeting for discussion.

Currently I have tentatively scheduled the September meeting for the 30th for the Public Meeting and Open House on the Site Selection and Draft Conceptual Design.

It is requested to discuss and outline what documents or items should be drafted or prepared for the next scheduled meeting.

Recommendation:
Informational in Nature. Please review your personal schedule to determine your availability. It is strongly recommended to schedule upcoming meetings as the calendar fills up quickly in the fall.
CITY OF HOMER
HOMER, ALASKA

RESOLUTION 14-020

A RESOLUTION OF THE HOMER CITY COUNCIL CREATING A
PUBLIC SAFETY BUILDING REVIEW COMMITTEE AND
ESTABLISHING THE SCOPE OF WORK AND PARAMETERS UNDER
WHICH THE COMMITTEE WILL CONDUCT ITS WORK.

WHEREAS, The City has solicited GC/CM proposals from qualified firms or teams to
capitalize preliminary engineering, design, site evaluation, and cost estimating for the
proposed new Homer Public Safety Building; and

WHEREAS, Proposals are due on January 21, 2014; and

WHEREAS, It would be beneficial to establish a Public Safety Building Review
Committee (PSBRC) to assist the City with numerous functions including review and
evaluation of the proposals, similar to the committees the Council has established for
construction projects on other public buildings.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby establishes
the Public Safety Building Review Committee (PSBRC).

BE IT FURTHER RESOLVED that the Committee membership shall be the Mayor or one
member of the City Council, the Police Chief or their designee, the Fire Chief or their designee,
a member of the public, preferably with construction or project management experience, and
a member of the business community.

BE IT FURTHER RESOLVED that primary staff support shall be provided by Carey Meyer
and Dan Nelsen and secondary support shall be provided as needed and requested by the
City Manager, the Finance Director, and the City Planner.

BE IT FURTHER RESOLVED the Scope of Work shall include:

• Review and rate GC/CM proposals and make a recommendation to the Council
• Review the proposed contract and provide input on the scope of work and deliverables
• Review work products and participate in regular briefing with the contractor
• Make recommendations and provide direction to staff and the contractors as the project proceeds
• Make recommendations to Council as to how to proceed as various benchmarks are achieved.

BE IT FURTHER RESOLVED that the Committee shall establish its own work schedule and shall be disbanded when the initial scope of work is complete and the Council appropriation is expended. The Council may extend the life of the Committee and expand its scope of work if the project proceeds beyond this initial phase and additional project revenues are secured.

BE IT FURTHER RESOLVED that the City Clerk is authorized to advertise for parties interested in serving as the public and business community representatives.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 13th day of January, 2014.

CITY OF HOMER

MARY E. WYT^, MAYOR

ATTEST:

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: Staff time and advertising costs.
**Project Need**

Homer’s Fire and Police Services are vital to the safety and health of our community. Adequate and safe working environments show our respect for the public servants who provide these services, and at the same time, reduce local vulnerability to emergencies and risk.

The purpose of considering a new facility at this time is to address these issues and our aging facilities’ deficiencies, including:

- Limited space for performing basic functions on-site with no room to grow even as community needs expand;
- Lack of efficiency in cramped buildings;
- Safety problems such as inhaling fire truck exhaust indoors, unprotected police dispatch and prisoner visitor areas, and communicable disease exposure risks;
- Lack of storage for police evidence, equipment, and vehicles; and
- Poor conditions for supporting modern electronic and communication systems.

**Why Now?**

Homer’s Police Station was built in 1979. In 1980, the Fire Hall was built on an older garage/shop structure using sweat equity and donations. It is a testament to our staff and volunteers that they have managed to extend the useful life of these facilities.

Fully renovating these outdated facilities so they comply with modern, energy efficient standards is cost-prohibitive compared with new construction. Moreover, Police and Fire have limited space for expansion on their current sites and need room to grow.

Thus, it is critical to take steps now toward a long-term solution that ensures adequate levels of service in the future and takes advantage of cost efficiencies in co-locating the fire and police station together.

**Preliminary Concept Design**

The City is exploring options for designing and constructing an up-to-date combined facility for Police and Fire, specifically tailored to local needs and resources. The City has hired a consultant team including USKH (now Stantec), Loren Berry Architect and Cornerstone General Contractors using a General Contractor Construction Manager approach for cost savings and better value.

Preliminary concept design is fully funded and is just getting underway. This phase of work will produce a space needs analysis, siting criteria, concept design, and cost projections for a new Homer Public Safety Building.

This process will actively engage public safety facility users, local residents, and a City Council appointed Public Safety Building Committee in a transparent public process for developing a realistic building concept plan and weighing site options.

**We Need Your Input!**

Once a space needs assessment is completed, three public open houses will be held to present findings, to ask for community feedback, and to discuss options:

- **Meeting #1** - Project Need and Site Criteria (target date September, TBA)
- **Meeting #2** - Site Selection Rankings and Preliminary Design Concept (target date October, TBA)
- **Meeting #3** Refined Design Concept (target date November, TBA)

To learn about public involvement opportunities, or for more information about this effort, contact the City of Homer:

Carey Meyer, Public Works Director  
*cmeyer@ci.homer.ak.us* (907) 235-3170  
3575 Heath Street, Homer 99603
City of Homer
Police Station
DEFICIENCIES

- Extremely cramped work areas
- Poor design causes efficiency problems
- Escape attempt issues due to poor layout
- Lack of evidence storage/lab space
- No separation between staff work areas and prisoner through-traffic
- No secure service counter window
- HVAC system routes from jail cells to dispatch risking passage of airborne disease
- Vehicle exhaust enters work areas
- Premature failure of expensive equipment because of poor ventilation
- Regularly overfilling the jail cells
- Communication/computer system issues and limitations due to building age

City of Homer
Fire Station
DEFICIENCIES

- Outgrown facility for today’s needs with no room to expand for future needs.
- Cramped work areas, limited storage
- Premature wear of expensive equipment and vehicles stored outside with slower winter response times
- Diesel exhaust emissions indoors causing lung health issues among staff
- No OSHA compliant biohazard decontamination/cleaning area
- Existing bays are too short for standard size fire apparatus requiring expensive modifications
- Walls are rotting indoors from water trapped indoors
- Floor is unable to sustain weight of apparatus and cracking throughout
- Not enough room for volunteers to stay overnight during duty
# TABLE OF CONTENTS

1. INTRODUCTION .......................................................................................................................... 1  
   1.1 Case Statement draft options for input .................................................................................... 1  
   1.2 Purpose and Organization ...................................................................................................... 1  
   1.3 Project Scope and Public Involvement Goals ........................................................................ 1  

2. PUBLIC INVOLVEMENT TARGET SECTORS ........................................................................ 2  
   2.1 Stakeholder and Interested Parties .......................................................................................... 2  
   2.2 Initial Stakeholder Themes ..................................................................................................... 3  

3. PUBLIC INVOLVEMENT ACTIVITIES ...................................................................................... 5  
   3.1 Consultant PI Tasks and Timeline ........................................................................................... 5  
   3.2 Supplemental Strategies ......................................................................................................... 6
1. INTRODUCTION

1.1 Case Statement draft options for input

- To ensure Homer has adequate emergency services into the future that protects community health and safety using a cost-effective, locally-responsive service model.
- To ensure Homer has adequate emergency services into the future that protect community health and safety.
- To ensure Homer keeps residents safe by providing locally responsive, cost-effective emergency services.
- To ensure Homer’s integrated emergency services protect lives, property, and the environment using a cost-effective, locally responsive service model.

1.2 Purpose and Organization

The purpose of this Public Involvement Plan (PIP) is to describe how the consultant team and Homer will keep stakeholders and the public involved and informed during conceptual design for a new Public Safety Building for the City of Homer. The PIP is organized into three sections:

- The first introduces the project scope and public involvement goals.
- The second lists interested parties and stakeholders, with initial themes from stakeholder interviews that can inform both the conceptual design and help guide more effective public involvement.
- Section three lists PI activities and targeted timelines for ensuring that targeted interests contribute to, and are engaged in the conceptual design process and for encouraging public awareness and participation in shaping outcomes. Specific tasks are listed that will fulfilled by the consultant team, followed by a list of strategies beyond the consultant’s scope that may be used by the City of Homer, to supplement the overall PI process, if desired.

1.3 Project Scope & Public Involvement Goals

The City of Homer’s Fire and Police Departments are currently housed in aging facilities with significant deficiencies. Thus, the City is taking a careful look at the options and costs for constructing a combined department new Public Safety Building. To enable a more efficient project at a lower and more predictable cost, the City is utilizing the General Contractor/Construction Manager approach and has hired a consultant, USKH, to lead this effort in partnership with Loren Berry Architect and Cornerstone General Contractors.

Project consultants and the City of Homer will use a collaborative team approach aimed at designing and constructing a cost-effective, up-to-date combined facility for the Police and Fire Departments, specifically tailored to local needs and resources. A case statement will be developed.

The scope of the first phase of work is conceptual design for a new Public Safety Building facility, with three primary tasks:
Task A. Fire & Police Building Program - The team will identify, analyze, and summarize in a report and presentations the technical requirements, space needs, and siting criteria for the new Homer Public Safety Building.

Task B. Draft Site Selection and Concept Design - Building from Task A outcomes and criteria, the team will work with the City to determine the top two sites for the Homer Public Safety Building and then will explore alternative design approaches to achieve a draft Concept Design and rough cost estimates.

Task C. Public Involvement – Plan as presented for input.

During the Conceptual Design phase of the project, team efforts and activities will be guided by these Public involvement goals:

- Fully collaborate with facility users on the design concept to optimize outcomes and create a facility that is highly responsive to local needs and resources.
- Meaningfully engage key affected stakeholders, interested groups, and target sectors of the public in reviewing and providing feedback on interim deliverables and assumptions to improve project outcomes.
- Raise the awareness of community decision-makers and community in general around project needs, options, and possible outcomes to help them weigh public costs and benefits.

2. PIP TARGET SECTORS

2.1 Stakeholders and Interested Parties
Sustained efforts will be made over the duration of the concept design phase to actively seek the involvement of each of these targeted sectors of the community who have an interest in project outcomes:

Facility Owner/Users
- The City of Homer’s Mayor, City Council and Administration
- The City of Homer’s Fire Department, including staff and volunteers
- The City of Homer Police Department

Interested Parties
- Alaska Division of Homeland Security & Emergency Management
- Safety and Emergency Response agencies
- Law enforcement agencies (Troopers, Coast Guard and State Parks)
- The City of Homer Public Works Department
- State of Alaska Department of Transportation
- Kenai Peninsula Borough
- Environmental Permitting agencies
- The City of Homer Planning Department and Homer Advisory Planning Commission
2.2 Initial Stakeholder Themes

Project consultants spent several days in Homer May 21-23, 2014 to initiate information gathering and meet face-to-face with the City of Homer and key stakeholders. The team included Jack Berry and Loren Berry from Berry Architects and Jerry Neubert, Dale Smythe, and Meredith Noble from USKH. The team spent two days interviewing the Police Chief, Fire Chief, and staff members of each department learning about the needs for a future facility through site tours and intensive interviews.

Additionally, to better understand the project’s role in the community, including current facility deficiencies, and public opinion toward the project, Meredith Noble conducted ten “off-the-record” interviews with City staff and the public. Those identified from the public were referred through word of mouth as influential thought-leaders in the community. From those interviews several themes started to surface. Although anecdotal, and possibly reflecting only a narrow segment of the community, these themes can inform both the conceptual design and help guide more effective public involvement.

Aging Facilities – Homer’s Police Station was built in 1979, and a year later the Fire Hall was built on an older, existing garage/shop structure. These facilities have served the community well over several decades and, to many local residents, they are nostalgic landmarks from Homer’s early days as a small town. This is especially true of the Fire Hall, as Homer’s Volunteer Fire Department (established in 1952) found funding and invested sweat equity to build the facility — no city funds were used.

Deficiencies – Running modern emergency response and police services from aging facilities have costs, risks, and challenges that the community may not be aware of. Examples include:

- Replacing the heating systems from heating fuel to natural gas and building more energy efficient buildings would reduce annual heating costs by about 40% (roughly $13,596 in annual savings);
- Winter emergency response times would be faster if indoor space was available to park emergency vehicles (not to mention deterioration and security issues associated with outdoor parking);
- The existing facilities are non-compliant with safety regulations/facility design standards and thus pose risks and health concerns to staff. Examples include the Fire Hall’s lack of OSHA compliant biohazard decontamination/cleaning area and lack of diesel exhaust emissions protection. The Police Station’s air handling system exhausts into employees’ work areas and its lobby does not have ready access to a secure, bullet proof, service counter/window with passive barriers to stop vehicles.
- Regular interruptions occur because of poor separation between uses. For example, prisoners regularly disrupt staff due to the lack of separated entrances into the jail and prisoner visitation rooms and acoustics between the jail and staff areas. The Fire Hall lacks space to accommodate more than four overnight crew members in the station without disrupting normal operations.

- Modern emergency response and police work depend on communications and computer technologies that did not exist 35 years ago. Both facilities have issues and needs that are hard to address in the current buildings.

- There is a lack of adequate space generally. The Departments are serving a much larger population based from facilities that have not expanded in 35 years. Acute issues include the need for a larger evidence storage room and evidence lab, training areas and meeting space for working internally and with outside agencies, overnight accommodations, and storage space generally (for clean medical supplies, equipment, etc.).

Communicate Why the Facility Is Needed: Homer’s fire station looks to be in mint condition, and from the outside appearances, the public does not necessarily understand why the police and fire stations are insufficient. After talking to someone who works there or getting a tour, it is woefully clear why a new facility is needed, but “you have a sales job here” to communicate this to the rest of Homer if you intend to seek support for a new building.

Cost/Benefit Considerations: As a community, Homer knows that this project will be costly, both upfront and into the future, as the total cost of ownership for the building can be almost three times more than initial design and construction costs. The City needs to be realistic when assessing the financial aspects of this project, and how Homer will pay for long-term O&M using. The public then needs clarity, since as seen with the public bathroom investment, there can be significant “sticker shock” at the cost of projects.

Nice, But Not Too Nice: Though a creative community that appreciates quality design, Homer residents have conservative values in terms of the overall community investment in public facilities. A new facility needs to be respectfully adequate and not “gaudy” or overbuilt so that it appears wasteful.

Sensitive to HERC Site: The HERC building provides a critical recreation need for the community. Some residents do not want the HERC site considered for this project, while others like the idea of keeping the gym but tearing down the rest of the building to make way for a new Public Safety building.

Existing Site Repurposing: It is important to maintain continuity in fire and police services by constructing the new facility while the existing sites are fully operational. Once services are re-located, the community has the option to try and recoup some of the facility cost by selling the Homer Volunteer Fire Department and Homer Police Station shared lot (KPB shared lot assessment = $2,398,400) and adding to the downtown commercial district. Alternately, the strategically located central site could be used for a community purpose. Although this question is outside the scope of this effort, it is a question that needs community consideration and some clarity.

A Base of Public Support: Although support for the project is not universal within Homer at this preliminary stage, a solid group of supporters are willing to advocate for investing in a new, consolidated Public Safety facility to ensure that Homer has adequate services into the future. Moreover, Homer’s fire and police are valued and respected public services. A solid design concept and workable site, along with word-of-mouth communication from respected residents, could make it feasible for the project to build broad support well beyond its current base.
3. PUBLIC INVOLVEMENT ACTIVITIES

3.1 Consultant PI Tasks and Milestones

This section outlines public involvement efforts for the Design Concept phase of the new Homer Public Safety Building to be performed by USKH, coordinating with Carey Meyer and the Public Safety Building Committee. Activities are focused around five tasks, each with a target timeline and specific objectives. The tasks marked with an asterisk indicate that a Public Meeting will be held to gain input on project progress.

**Homer Public Safety Building Project Tasks and Timeline**

**TASK 1: Seek Involvement and Input**

*Target Timeline: June - August 2014*

*Objective: Create outreach contact lists, tools, and prepare for an initial open house event, while retaining open communications with key parties.*

**Consultant Activities**

a) Finalize project contact and outreach list.
b) Confirm public meeting date calendar and reserve venues.
c) Create outreach materials to include a project fact sheet, web text and graphics that the City of Homer can use on its page, and a flier announcing public meeting #1.
d) Continue to coordinate with the City of Homer, the Public Safety Building Committee, and stakeholders to gather relevant input that supports a better understanding of technical requirements, space needs, and siting criteria for the new Homer Public Safety Building.

**TASK 2: Present Project Need and Site Criteria, Gather Input**

*Target Timeline: August – September 2014*

*Objective: Share preliminary Fire & Police Building Program findings with stakeholders at a formal public open house. Gather input specific to the building program and site criteria to help refine and enhance project outcomes.*

**Consultant Activities**

a) Organize and facilitate internal meetings with the City of Homer Administration, and Public Safety Building Committee to share progress to date and seek guidance in preparation for Open House #1.
b) Create public displays that summarize team findings to date and illustrate the need for a new facility using rough planning level parameters (size, adjacencies, order of magnitude costs, etc.).
c) Create an agenda and input form, and a public presentation to share at Open House #1.
d) Conduct outreach for Open House #1 to the project contact and outreach list.
e) Facilitate Open House #1 and gather input from participants.
f) Summarize meeting proceedings and input in a written memo.
g) Continue to coordinate with the City of Homer, the Public Safety Building Committee, and stakeholders to gather relevant input that supports a better understanding of technical requirements, space needs, and siting criteria for the new Homer Public Safety Building.
TASK 3: Present Site Selection Rankings and Preliminary Design Concept, Gather Input

Target Timeline: September 2014

Objective: Share preliminary site selection rankings and a preliminary design concept with stakeholders at a formal public open house and gather input that helps refine and enhance project outcomes.

Consultant Activities

a) Organize and facilitate internal meetings with the City of Homer Administration, and Public Safety Building Committee to share progress to date and seek guidance in preparation for Open House #2.

b) Update outreach materials and displays to incorporate finalized building program, preliminary site selection rankings, input to date, and to announce Open House #2.

c) Create an agenda and input form, and a public presentation to share at Open House #2.

d) Conduct outreach for Open House #2 to the project contact and outreach list.

e) Facilitate Open House #2 and gather input from participants.

f) Summarize meeting proceedings and input in a written memo.

TASK 4: Present a Refined Design Concept

Target Timeline: October 2014

Objective: Share a refined design concept with stakeholders at a formal public open house and share rough cost parameters and possible funding strategies.

Consultant Activities

a) Organize and facilitate internal meetings with the City of Homer Administration, and Public Safety Building Committee to share progress to date and seek guidance in preparation for the final Open House.

b) Update outreach materials and displays to incorporate the refined design concept, rough cost parameters, and possible funding strategies.

c) Create an agenda, input form, and public presentation to share at Open House #3.

d) Conduct outreach for Open House #3 to the project contact and outreach list.

e) Facilitate Open House #3 and solicit input and letters of support from participants.

f) Summarize meeting proceedings and input in a written memo.

3.2 Supplemental Strategies

During stakeholder interviews a number of ideas were shared for generating additional public interest and support for the project. These are listed below in the event that the City of Homer or Public Safety Building Committee members and/or project advocates elect to undertake them to supplement the overall PI process:

Outreach and Educational Activities:

- **Open House Tours**
  - Have snow-cones or hot-dogs, etc. for the public and discuss what is deficient in your facilities and why you need a new building.
  - July 4th Volunteer Firefighter BBQ is an excellent opportunity for tours, handing out flyers, and having conversations with the public about the project.
- Announce the event on KWAVE- Straight Talk, Tuesday mornings 9-10 am. 15 minutes. Contact Tim White at kwavefm@xyz.net
- Invite police staff to join in the BBQ.
- Ensure all staff is on the “same page.”
  - Tour for Re-create Recreate/HERC enthusiasts
    - As an obviously very sensitive issue, it would be beneficial to show HERC recreationists that their voices are being heard. Consider hosting a tour of the police and fire station for this group exclusively and ensure we engage them early when site selection conversations begin.

- **Concert On The Lawn**
  - Get a booth to discuss the project, hand-out informational flyers, and ask people if they’d like to be on an email list with project updates. Have fire fighters and police officers jointly staffing the table.
  - Deadline for booth is June 15th. Cost $110 for 10x10 space.

- **Presentations**
  - Have a police officer and fire fighter discuss the project at various community groups. Suggested presentations include:
    - Homer Realtor Association- August 20th, 12:00, location unknown
    - Rotary Club of Homer-Kachemak Bay- 12:00, Thursdays
    - Chamber of Commerce Luncheon- Tuesday in September
    - Port & Harbor
    - Re-create Recreate/HERC enthusiasts

- **Door-to-Door Campaign**
  - Leave a flyer behind about the project at residences. There are enough clusters in Homer to do this with minimal time commitment.
  - Consider doing this to advertise your booth at an event or an open house.

- **Engage City’s Various Commissions**
  - Have agenda item on various commissions to get an update on the project. Could be watching video fire/police staff made of their facilities or get a quick update from a staff member on project status.
  - Why? This reaches 100 people with facts about the project that are civically minded and engaged. They can act as advocates for the project if well informed.

- **Letters to the Editor**
  - Newspaper isn’t relied on the way it used to be so instead of utilizing costly ad space, use “free” resources like letters to the editor or articles by the press.

- **Virtual Tours**
  - Since many people can’t or don’t care to attend public meetings, one way to still engage them is through virtual tours. These are online tours of project information that conclude with a feedback form.

- **Make YouTube/Vimeo Video**
  - Have someone locally make a short 1-4 minute film about why the project is needed. Show the inside of the police and fire station and have excerpts from staff. Try to respond to some of the concerns identified as common objections to the project.
    - Example: http://www.lcfd1-sprague.com/

- **Utility Bill Inserts**
  - Create utility bill inserts that can be sent to residents with information about public meetings or ways to get informed about the project.
• **PowerPoint/Prezi Presentation**
  - Design a PowerPoint or Prezi presentation for the project staff to use whenever they need it to tell the story about why this project is important and next steps.

• **Display Boards at City Hall**
  - Create boards or posters that could be displayed at City Hall (or elsewhere), that show information like site or design selection. Have place for public to submit their input on the decision.

• **Radio**
  - Many people suggested paying for actual ads on KWAVE, KPEN, KGTL, etc. to reach the dock workers, truck drivers, etc. Give quick update on project and provide information on ways to submit feedback if desired.
  - Run in August when ad volume slows from summer rush.
  - KBBI-Coffee Table- Wednesday morning 9-10 am. Contact Dorle at 235-7721
  - Alaska Matters- Though not always supportive of the City, the project presents an opportunity to work with Chris Story to tour the facilities and interview police and fire staff.

• **Involve Legislators**
  - Involve early and often. Send monthly email updates on the status of the project with upcoming public involvement events and past progress. Invite them to participate in events ahead of time.

• **Articles on City Website**
  - Keep the public updated on the project or upcoming ways to engage with updates online, either through the City Clerk’s projects or the fire and police station sites.

• **Social Media**
  - Utilize your network of supporters to reach citizens through Facebook, Twitter, and the web such as sharing the YouTube clip of the project so it can be shared freely.

• **Monthly Project Updates**
  - Provide regular updates on cost containment and commitment status to outreach contact list.

**Funding Prep Activities:**

• **Gather Letters of Support**
  - Reach out to community members, Kachemak Bay, Alaska State Forestry, K.E.S.A, Alaska Fire Chief’s Association, State Fire Marshal’s Office, Wildwood Correctional Center, OSHA, Department of Security, Port & Harbor, Recreate-Recreate, etc. for letters of support.
  - Gather letters of support at final public meeting.

• **Submit Project to State Legislature Budget**
  - Prepare promotional package and submit in November.

• **Open House for Funding Agencies/Legislators**
  - Host special open house of facilities for funding agency representatives & legislators to bring them together for funding collaboration and answer any questions. Ideally host in the fall so they can also attend a public meeting.

**Future Activities:**

• **Public Input for Exterior Design**
  - Engage the public in exterior design decisions.

• **Naming Contest**
  - Have public contest to name the new building.