

Session 14-08 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on July 31, 2014 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

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

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

TELEPHONIC: USKH - MEREDITH NOBLE, PUBLIC RELATIONS/FUNDING  
SARA WILSON-DOYLE, PUBLIC RELATIONS  
DALE SMYTHE, PROJECT MANAGER, STANTEC (Formerly USKH)

### **AGENDA APPROVAL**

The agenda was approved by consensus of the committee.

### **APPROVAL OF SYNOPSIS**

A. Synopsis for June 24, 2014 Regular Meeting

Chair Castner called for a motion to approve the minutes of the June 24, 2014 meeting as presented.

WYTHE/PAINTER – SO MOVED.

There was no discussion.

The minutes were approved by consensus of the committee.

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

There was no public present.

### **VISITORS**

There were no visitors scheduled.

### **STAFF & COUNCIL REPORTS**

A. Design Team Reports

1. Memorandum dated July 23, 2014 from Sale Smythe– Project Status Update

Mr. Smythe provided a summary of the actions and progress accomplished since the June 24th meeting. He provided some next steps that the design team will be addressing such as:

Defined Under Task A

- adjacency diagrams

- formal site selection criteria

- a presentation and a final report to the committee

Defined Under Task B

- Concept building and site design
- cost estimates
- formal presentation and final report to the committee

Defined Under Task C

- continued support of committee meetings and scheduled Open Houses
- managing Public Involvement (PI) agenda
- documenting results of PI efforts

Mr. Smythe noted that they did obtain GIS information on the three preferred sites to assist in the site analysis matrix for use in comparisons.

There was a brief clarification on the 2014 Space Needs Assessment and 2034 Space Needs Assessment.

Mr. Smythe also clarified that these drafts represent the best case scenario to have what each department will require.

B. Staff Reports (if any)

Mr. Meyer reported that there were no reports at this time and offered to answer any questions the committee may have on work done up until this time.

There were no further discussions.

**PUBLIC HEARING**

There were no items for Public Hearing.

**PENDING BUSINESS**

A. Estimated Site Area Requirements for a New Public Safety Building

1. Draft 2014 Space Needs Assessment
2. Draft 2034 Space Needs Assessment
3. Police Space Standards dated June 26, 2014

Mr. Smythe provided an outline of the intent behind the Draft Space Needs Assessments provided to the committee. He noted the following:

- space needed for each department
- space that could be shared by both departments
- ancillary facilities
  - these were not outlined but were verbally noted as:
    - the shooting range
    - sally ports
    - vehicle storage
    - impound storage
    - emergency generator
    - bicycle storage

The space needs detail report was not provided to the committee as it was not finalized.

Chair Castner commented that this appeared to be more than a \$12-15 million dollar project.

Mr. Smythe believed that this information will determine what directions to take next for the future decisions.

Discussion continued on the difference between the 2014 Needs Assessment and the projected 2034 Space Needs Assessment was related specifically to the projected increase in staff. Additional comments were made regarding not having all the final details regarding the Space Needs Assessment limiting a discussion by the committee but it does provide the committee a probable direction that they will need to pursue.

Further comments on the project being 2-3 years out from construction and how the project could be phased for affordability were briefly discussed.

Some further suggestions from Chair Castner were offered determining the priorities of the space allocations in regards to funding. He requested Mr. Smythe to present the design to the Chiefs so they would be able to determine what could be implemented now and what could be done in the future when additional funding was acquired.

Mr. Nelsen expressed concern and warned the committee that to try and cut too much stuff out of a new facility you may affect the new facility structurally but it does depend on what those specific elements are.

Mr. Smythe explained that the standards provided was to be used as an example so the committee can review and see what is standard for police.

Chair Castner preferred to wait to have a discussion on ancillary and design contingency when the final report is in hand.

There was no further discussion or comment.

#### B. Supplemental Strategies Chart – Updated and Revised as if July 24, 2014

##### 1. Action Needed to refine Details of Activities

Chair Castner explained that he has contacted Ian Hall, a Homer High School student to put together the short movie clip to be shown at the Homer Theater. He will hopefully have something in the next couple of weeks. He questioned the available budget, if any, that could be expended.

Mr. Meyer confirmed that there were dollars available as long as the expenditure was approved by the committee.

Ms. Wythe reported that she sent letters to the legislators regarding the project and requested the public meeting scheduled for late August be moved back to the beginning of September. Ms. Wythe further noted that the lobbyist for the city will be in town to attend the Council meeting on August 25<sup>th</sup> and recommended that they should meet with her and bring her up to speed as well. She further noted that she can work with Katie Koester and Walt Wrede on who to incorporate into the second mailing that is slated for the beginning of October. She inquired about the schedule for the Realtors Association and requested the Clerk to contact the group and confirm whether Ms. Wythe needs to block time on her calendar.

Ms. Wythe also stated that her husband and she were the sole guests at the Open House held on July 29, 2014. They did get a tour of the Police Department, which was a first for her.

Mr. Meyer commented that they have made progress; display boards were created which are displayed at the Public Library and upstairs in the main lobby (currently in Chambers). The third set he believed will be at the movie theater when the movie clip has been completed. The website has been created and updated.

Ms. Wythe requested the Clerk to pull the sound clips from the meeting when Mr. Castner was absent since the Chiefs verbalized succinctly the state of their departments. Chair Castner added that those sound clips could be used for the short movie being created too.

Mr. Castner also made arrangements with a local radio host regarding the project. This will be done on a Tuesday that he is available. A date was not determined at this time.

Mr. Meyer confirmed that Mr. Crane was still willing to lead a tour for media representatives of each of the facilities. Mr. Meyer explained his impression of the tour and opined that Mr. Crane's knowledge would be beneficial for the project. Mr. Crane stated he would coordinate with the Chiefs on an appropriate day and time.

There was no further discussion or comments.

#### C. Project Contact List as of July 25, 2014

##### 1. Action Needed to Add Missing Contact Information

The following changes were requested:

- Change the contact number for Chair Castner
- Change the Mayor's number to home phone
- Add Mr. Crane's cell number

#### **NEW BUSINESS**

##### A. Draft PowerPoint Presentation for Public Involvement Phase (PIP)

Chair Castner opined that he did not find anything objectionable in the PowerPoint. He inquired if everyone was in consensus to approve this PowerPoint for continued use. No motion was needed.

Chair Castner continued his comments regarding presenting a summary of each slide when showing to the various public gatherings. He added that this was a really important project within the community and the three functions that this facility fulfills and it is really four functions since it includes – mental health also. People can argue the cost, is it good enough and where it will be sited - but as far as the core values that would be the message he always wants in the forefront.

Ms. Wythe requested slide #60 be moved to the opening thought not the closing thought.

Ms. Noble also suggested adding the Open House dates too.

There was a brief discussion on establishing dates for the Open Houses as late as possible since they need to develop momentum for the project.

## B. Scheduling the Next Meeting Date and Agenda Deliverables

Chair Castner opened discussion by suggested the later of the recommended dates since he will be back August 20, 2014. He asked if everyone was fine with the go to meeting approach. Mr. Smythe inquired if this was to be the Open House or a working meeting.

It was preferred to be a working meeting for the committee regarding the materials that are presented on the final space needs reports.

Chair Castner also brought up the comment made by Mayor Wythe regarding the Council selection of the HERC Site in the CIP. Mayor Wythe explained the actions of the Council was not a permanent choice for site selection, but as far as coming to the table with something of value for encouragement so the legislature would fund this project and the only intent of council was to get the project before the legislature.

Chair Castner related that he has received numerous questions and comments from various members of the public regarding the site selection and a brief discussion ensued regarding the previous actions of council and public interpretation of said actions.

Mayor Wythe further explained the process the Council used to select property for placement of a new public safety building.

Mayor Wythe confirmed that she requested Council at the last meeting to have on the agenda in August committing to contributing the Town Center property to a public community building as long as the Needs Assessment comes through and there is a funding mechanism for it.

Further comments from the Chair on that not being within this committee's purview and that the cost of the loss of the property to the community compared to the cost to ready the town center property to take a facility must be considered.

Chair Castner inquired about a resolution or the action taken from Council regarding the HERC site in relation to this issue. Mayor Wythe requested the Clerk to go back in the record and bring this information for the next meeting.

### **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

There was no discussion on the informational materials.

### **COMMENTS OF THE AUDIENCE**

There were no comments from the audience present.

### **COMMENTS OF CITY STAFF**

Mr. Nelsen requested Chair Castner have Ian Hall contact him regarding the movie short and details. He further commented regarding the costs and nailing those down sooner rather than later and believes that it is a very important part of the decision-making project. He is leery to head down a path that they

are unable to cash the check at the end of the path. He stated that they talk about these public meetings and his question is are they ready to present this to the public.

Mr. Meyer commented that it was discussed between them that the project would be better perceived by the public by having Chair Castner and Mr. Crane appear and champion the cause. Chair Castner responded that he has apologized twice for his inability to put more time into this project during the month of July and he will be out most of August but there is not much he can do so he will still champion this project but he will be very tough in regards to tearing everything down and creating a lot of new costs; he has heard very conservative remarks regarding large public works projects; he wants to make sure that they are very clear in what they need and using the right words and everything and people respond to the costs; well everything costs a lot in 2014. He is pretty sure that they will need a bond for this project.

Ms. Krause had no comments.

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

Mayor Wythe left the meeting at 6:35 p.m.

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

Chair Castner commented that there is a very, very strong group/contingent that wants to maintain a recreational facility and not lose it for any period of time; the Mayor has pledged to offer up property that had big development costs and did not satisfy anybody and also put a lot of caveats on it. Chair Castner further commented that he has said previously that they can come up with a win-win situation for everyone; he believes that this will end up in a bond proposition; there are other issues going around town that are resulting in the trust issue. He believes that if they work together on this and explore every avenue; he does not want to attend the meeting where people come up and say did you consider this and they have not; they need to review all scenarios and can show where it fell from a chart of acceptable things. When the final report is presented he believes they should spend the time to talk about all the elements. He believes this is why Beth wanted him on this committee with his knowledge of constructability.

He further believes that according space needs assessment they are doing a great job.

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

Chief Painter had no comments.

Chief Robl commented that one way to view the space needs study is to realize how far behind where they should be; this project may come in a lot larger than they like but that is reality; he further noted that it may appear to be easy knock down the training facilities as fluff but that is important to a fire and police department; they are only safe as the training that they do and it is very critical to address the training needs of their departments; he is looking at this facility lasting 35 years, this project is going to take 5 years to build then 25 years of occupancy; he would be interested to see what 2019 costs are projected to be since if this project is spread out over the years it will only be more expensive.

Mr. Crane commented that this is a tough nut to crack with respect to the public opinion. He has not received one comment or one call. Throughout 35 years of experience in Fire Service the public does not realize the critical nature of the facilities and the people who operate and provide the service to the

community. His passion and focus will be getting this information to the public. He commented on a potential for a bond issue and believes that people are often favorable for a bond issue for fire and police. He stated they need to concentrate on the people that provide these services to the community.

Chair Castner added comment on some historical reaction of the voters on large construction projects. He stated again that they can keep hammering on the concept that it is there, you may not use it but it's like that big blanket at the foot of the bed if you need it; this is there 365 days a year, day and night if they need it.

**ADJOURN**

There being no further business to come before the Committee the meeting adjourned at 7:00 p.m. The next regular meeting will be **TUESDAY, AUGUST 26, 2014 AT 5:30 P.M.** and will be at the City Hall Conference Room located upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK

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