

**NOTICE OF MEETING
REGULAR MEETING**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. Minutes of the February 17, 2015 Regular Meeting

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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

(There are no visitors scheduled for this meeting.)

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

A. Council Report – Mayor Wythe

B. Project & Design Team Status Report *(Other than Agenda Items)*
– Carey Meyer/Dale Smythe, Stantec

6. PUBLIC HEARING *(3 minute time limit) There are none scheduled for this meeting.*

7. PENDING BUSINESS

A. Notice of Censure

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8. NEW BUSINESS

A. Funding for the Project -35% Design and Use of Existing Funds

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1. Resolution 15-004(S) Request to Re-Appropriate the \$1,405,000 That the City Received for the Waddell Way Road Improvement to a New Public Safety Building

2. Memorandum from Katie Koester, EDC, dated January 13, 2015 re: Funding

3. Draft Updated Public Involvement Recommendations from Stantec

B. What Is the Next Steps for the Project and Committee

C. Next Meeting Date and Deliverables

9. INFORMATIONAL ITEMS

A. Resolution 14-20 Creation of the Committee and Scope of Work

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B. Public Safety Building Project Fact Sheet

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C. Resolution 15-007(A) Approving the Recommendations of the Committee

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D. Contact List and Strategies Chart

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E. Public Involvement Plan 06/23/14

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F. City of Homer Fill Regulations

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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 TENTATIVE REGULAR MEETING IS SCHEDULED FOR MAY 13, 2015 AT 5:30 P.M. at City Hall in the upstairs conference room located at 491 E. Pioneer Avenue, Homer Alaska.

Session 15-02 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:38 p.m. on February 17, 2015 at City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS MIOTKE, ROBL, AND CASTNER

DESIGN TEAM: DALE SMYTHE AND SARA WILSON-DOYLE, STANTEC (TELEPHONIC)

ABSENT: COMMITTEE MEMBERS WYTHE AND PAINTER

STAFF: CAREY MEYER, PUBLIC WORKS DIRECTOR
RENEE KRAUSE, DEPUTY CITY CLERK

AGENDA APPROVAL

The agenda was approved by consensus of the committee.

APPROVAL OF MINUTES

A. Minutes for the January 19, 2015 Regular Meeting

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

ROBL/MIOTKE – 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)*

Tim Yarborough, city resident, stated that his comments go along with the Censure that is later on tonight; he was present during the comments of the committee at last month's meeting and during the exchange between Chief Painter and Chair Castner and as a citizen he felt that Chair Castner was disrespectful and rude, he felt that Chair Castner owed Chief Painter a public apology and the Homer Volunteer Fire Department as well.

Chair Castner responded to Mr. Yarborough that he has included a document of Censure on the agenda for the Committee to act on tonight. He further noted that he had received 6 maybe 7 different people who spoke to him about this subject.

VISITORS

There were no visitors scheduled.

STAFF & COUNCIL REPORT/COMMITTEE REPORT/BOROUGH REPORT

A. Council Report – Mayor Wythe

B. Staff Status Reports – Carey Meyer

Mr. Meyer provided a summary of the actions taken by staff since the last meeting. He provided full size drawings for review of the committee noting that they were included in the packet. He elaborated on some of the following:

- Field Survey Completed
- Utilities Located
- Excavated two test holes under proposed new wing of the building
 - Test hole dry and clean
 - Brownish layer in the first 7 feet
 - Darker materials beyond that, no peat or clay observed
 - Further test hole to the west did have water in it
 - did not appear that it will cause problems
 - Full report will be forth coming
- Site Drawings provide a more definitive solution on how water and sewer will be extended to the site.
- Additional memos on Hazardous Materials and Public Involvement

Mr. Smythe summarized the memorandums on the hazardous materials in response to the demolition and requirements were clarified along with options and clarifications for public involvement and Ms. Doyle was available for questions. These items with Public involvement would require tailoring by the group.

Chief Robl inquired about the existing pedestrian path and the installation of a security fence may conflict. It was pointed out that the one line was the fence and not another. The buildings were shifted a bit south. The turn-around was a dedicated cul de sac and could not be used for parking.

PUBLIC HEARING

There was no public hearing.

PENDING BUSINESS

A. Public Involvement and Funding Strategy Recommendations

1. Memorandum from Katie Koester, Economic & Development Coordinator dated January 19, 2015 re: Possible Funding Options for the Public Safety Building

Chair Castner introduced the item. He noted that everyone was aware of City Council was grappling with finding a way to convert an appropriation for Waddell Way to the early efforts of this project but they do not want to lose it either so are being very cautious on how they are going to proceed.

The City Manager has suggested taking part of that appropriation to perform the engineering for Waddell Way and perform a swap with HART Funds then they could use those remaining funds of the appropriation for this project. He further noted that Council has approved funding although they do not know where they will get those funds.

Mr. Meyer responded that they are only fully funded through 10% and they have “tip toed” in to 35% because they had some funding left over. Council would need to appropriate funds by ordinance to proceed to 35% design and they have not done so.

Chair Castner countered that Council approved the recommendation to proceed to the 35% Design level. Mr. Meyer, and Chief Robl agreed, that Council may have approved the recommendation by resolution but until Council appropriates the funding by ordinance the Design Team/Committee really could not proceed much further. Chair Castner agreed, adding that Council said they were going to do it they just didn't where the money was going to come from "that we were to just take this thing and they would figure it out later, this make it a horse of a different color." Chair Castner further noted that Council will have to act in early March if they are to proceed any further. Mr. Meyer agreed that they will be coming to a standstill pretty quick here.

Mr. Smythe reported that out of the three tasks contracted the remaining dollars amounts were as follows:

Task A - Fire and Police Programming, \$0.
This Task was completed and billed out in full.

Task B. Site Selection and Concept Design, there is \$37,600 remaining.

Task C. Public Involvement there is \$19,685 remaining.

Chair Castner inquired if the committee would like to discuss expending those funds. He admitted to being taken by surprise that Council would need to pass an ordinance appropriating funding before they could proceed.

There was no further discussion.

B. Design Process for Reaching 35% Schematic Design Level

Chair Castner was hoping that the Design Team could develop with the Committee a Check list so that they know what direction they would be going. He again acknowledged that Council will be required to make some policy decisions this spring on how they will go about doing this, because they will be tumbling right into summer and if they are going to do a bond proposition they need to start planning that soon.

Chair Castner thought that now was the time to talk where they are at getting to 35% Design and what they would look at once they are at 35% Design; his understanding of 35% is beyond conceptual, a schematic design of the whole project and location and then they will decide where to go from there; do they start tearing the building down or do they start building as they go or do they go on dwell until they come up with the big package to do it all together. From here to 35% they are proceeding to 100% design.

There was no disagreement from the committee members or design team members attending.

So once they reach 35%, they will have a better idea on how to run the utilities, the bones of the building, the site plan is pretty much figured out and 35% Design, this was a place that he hoped they would be in a future that was predictable and if they don't have the money to get to 35% then it is no longer predictable. In his mind they would then have something to take to the public here are the options this is what it will cost.

Mr. Smythe responded that for getting to 35%, the survey and geotech was absolutely required, but to move the design forward to 35% and how that rolls in to any kind of public involvement or bond proposition issues and sharing with the public which is its own project, Ms. Wilson-Doyle could speak more about; but to move forward efficiently will require the confirmation of how much of the HERC building they are reusing, that floor and are they doing a phased project or just one. If things change in the design you can accommodate it at some level.

Chair Castner responded that he thought they had previously agreed to reuse the foundation of the HERC building on the upper level no matter if they used a phased approach or not to save on the cost of concrete and that they could structurally reinforce the existing foundation if necessary as opposed to tearing everything out of the ground.

Mr. Smythe responded that at issue was where the two buildings would join making the design aspect difficult. Chair Castner stated that at this point without a full committee present they cannot discuss the phasing and there are certain things that they are not going to be discussing; there are a number of things that need to be drug out on the table at once and phasing is one of those issues.

He further noted that public policy discussions need to be initiated at the council level and until they say here are the public policy considerations he is kind of frozen on that deal and the issue of phasing he chooses not to talk about tonight. Mr. Smythe stated that to move forward they will need to confirm those points he stated. He further stated that they will want to lock down several things before moving forward.

Chair Castner reiterated that he feels that everyone agreed to reutilize the upper level slab with any necessary reinforcement in that portion of the HERC building. He further noted that phasing would not affect the decision to reuse that portion of the HERC.

Discussion ensued on the following:

- delivering drawings of the project at 35%
 - included would be details such as HVAC
 - Interior and exterior finishes
- reviewing actual work spaces and adjacencies to include natural, ceiling height, etc.
- review of processes as they work toward the end

C. Demolition and Abatement Costs for Hazardous Materials

Mr. Smythe reported that in house expert; Dennis Morris provided a summary of what would be required. He suggested a new report be completed since the condition of the building has changed. He also provided a rough order of magnitude costs. A suggestion of what could be done to move it forward was also provided.

Mr. Smythe is not sure he can provide assistance with any questions but would get answers to anything he could not answer for the Committee.

The pricing for abatement was listed over \$900,000 due to the trucking costs. Mr. Meyer in response to the Chair explained that there are possible options for disposal of materials locally and that there is no City Code preventing them from filling a lot with the materials. Chair Castner stated for this price they could purchase a lot locally and fill it even if they never used it again or re-sold it. Mr. Meyer

stated that they could locate a steep lot that would benefit from fill to make it buildable. They could locate additional ways to save on costs.

Chair Castner inquired if there would be any objection to having Public Works keep an eye out for a lot that the city can purchase for \$80,000 locally. Mr. Meyer stated that theoretically they could look for a lot, purchase it, fill it then resell it making their money back for the project; they could look into that and would do it without a motion.

Chair Castner stated he likes having a motion for the record.

ROBL/MIOTKE – SO MOVED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mr. Meyer then commented on the cost estimate provided to demo that building and until testing and a real evaluation are completed on that building they will not have an accurate cost. He would like to do that evaluation to find out. Chair Castner replied that when he was provided a cost estimate and report from Ron Drathman years back the cost was estimated at \$200000 +/- and the amount of asbestos will not change from then to now. He then added that the solution to pollution is dilution, if the amount of waste stream is greater, then the amount of asbestos becomes incidental.

NEW BUSINESS

A. Public Safety Building Civil Site Plan

Chair Castner introduced the item and provided the background of the request from the last meeting and the changes made as follows:

- Removed the Split Level on the back of the Police Station
- removed the retaining wall
- Security fence issues with pedestrian path
- Concern with only one dumpster and location is not convenient to proximity of building
- Public, employee and detainee entrances and access are separated
- Optional automatic security gates available at entrance to parking off Pioneer Avenue and along the side of Fire Station garage
- the space next to the garage is separated from general public usage – no through traffic
- Public Parking for the Facility is located off of the Sterling Highway there will be no public access off of Pioneer Ave

B. Notice of Censure

Chair Castner included the censure since he did not believe the committee would know what steps to take to voice extreme disapproval of an action.

ROBL/MIOTKE – MOVE TO DISCUSS THE CENSURE RECOMMENDATION.

Chair Castner stated he will sign it if the committee passes it and then they can have a discussion on his role on this committee. He further added that if they feel having written the paragraph was prejudicial to the Fire Department and Chief Painter then the committee should censure him for his actions.

Mr. Miotke asked if they could take action on this with only the two of them present.

Chair Castner stated he will tell Ms. Krause that it is approved if Chief Robl and Mr. Miotke voted in favor of it.

Chief Robl stated he was present and it appeared that it bothered Chief Painter more than it bothered him and he could not vote on it.

Chair Castner inquired if Mr. Miotke was given "marching orders" Mr. Miotke expressed a wish to postpone the action until the other members were present.

Chair Castner asked the Clerk to postpone the action until the next scheduled meeting.

C. Memorandum from Deputy City Clerk Re: Next Meeting Date and Deliverables

Chair Castner noted for the record that he was unavailable to attend a meeting the month of March.

Chair Castner stated that he would attend the February 23, 2015 Council meeting and let them know that they will need the funding to reach 35% and he further stated that they will have to reach a point determining where they are going. He related his experience recently attending the Rotary meeting with Chief Robl and they were asked questions, they need to engage the public and make this a community project. They are floundering out there not knowing where the money is coming from; plus some other items. Chief Robl heard his patter regarding not living in fear and was receptive to it. Their community is rapidly aging and will be taking the senior exemptions and will not be voting for bonding. He believes that they are heading to a deflationary period and that is not good. He is convinced that they can come up with a plan.

Discussion on the next meeting date ensued and was determined that March 17, 2015 would be good for those present. Ms. Krause will contact Chief painter and Mayor Wythe to confirm that the date was good for them.

(After the meeting and additional review of the clerk's calendar the meeting date selected was not good and the room was not available so was changed to Wednesday, April 1, 2015 at 5:30 p.m. in the Conference Room upstairs.)

INFORMATIONAL ITEMS

- A. Resolution 14-20 Creation of the Committee and Scope of Work
- B. Public Safety Building Project Fact Sheet
- C. Resolution 15-007(A) Approving the Recommendations of the Committee
- D. Contact List and Strategies Chart
- E. Public Involvement Plan dated June 23, 2014

There were no comments on the informational items.

Chair Castner requested comments of the audience and commented on a candidate for city manager position dropping out.

COMMENTS OF THE AUDIENCE

There were no comments from the audience present.

COMMENTS OF CITY STAFF

Mr. Meyer commented that they will be holding fast until questions posed tonight can be answered. If they are to stick with the schedule and proceed with a bond issue they are going to need some funding pretty quickly to keep the ball rolling. There is a window of opportunity for construction and they could lose a year if they do not take advantage of the season. But he they should not spend the rest of the money until they see a little more light at the end of the tunnel.

Chair Castner responded that they need to get the light lit, because if they don't ask the questions and they don't push for decision they are going to just sit here in "dwell" and he doesn't believe it serve either department well to go into dwell. It especially doesn't do for the police department to go into dwell; they need to do something; they need to act like a city here and step up and get going. They need to make decisions points and if the decision is to wait until oil is back up to \$100 a barrel then that is a public policy decision and Council needs to involve the public and have some discussion about it but from the committee viewpoint, as the guys wanting to get thing done to him they need to be pushing, they are the ramrods of the project and need to push to get some decisions made; if Stantec wants to send Meredith to lead Council in a worksession to show them the options, an independent third party that doesn't have a dog in the fight we need to do it soon and before the gas assessment comes out in June to start talking about the next hit on the taxpayers.

Mr. Meyer reiterated that as Dale indicated there is money left in the public involvement portion and at the next meeting if not before, and as some of the memos in the packet lays out the thoughts on public involvement and that may be part of this project that they can follow through on the original intent of that money being in the budget; they will come back with a specific recommendations for the next meeting and will try to identify some other things within the scope of the work in support of the public and this decision.

Chair Castner asked if he has agreement with the committee that he will go before Council on Monday and ask the following:

- To designate the money to get the project to 35%
- What is Council's process to get them to construction?

He noted that construction and funding go hand in hand. He will not say anything about phasing.

Ms. Krause had no comments.

COMMENTS OF THE COUNCILMEMBER

There were no Council members present.

COMMENTS OF THE CHAIR

Chair Castner stated that when he attended the Rotary meeting with mark he had someone approach him and state he had 3 points to give them:

1. You should never tell us that the equipment is broken because then we are going to have concern on how you are going to maintain a \$30 million dollar building.

The equipment was an air to air handler that was designed for residential use.

2. You should never show us wiring that is improperly wired.

That wiring was com cable and antennae s and there were no chase-way or conduit designed into the building to handle that type of wiring.

3. I helped build the firing range at Blackwater and what's wrong with that.

He could not respond to that point. Chief Robl responded that there is no indoor range facility. The person was talking about a backdrop that was constructed.

Chair Castner then stated that he would not talk about phasing, not talk about the consolidation of the fire department, not talk about public participation in the project because the Mayor doesn't want to talk about that, not going to talk about using the Permanent Fund for the project because the Mayor doesn't want to talk about that and not going to talk about the firing range because Chief Robl doesn't want me to talk about that. These are the five subjects he will not discuss. Eventually he will have to free himself to talk about them because he is a public member and they are public policy decisions that people deserve to talk about and want to have discussed, people call him up and want to talk about these issues with him; he wants to be on the team but needs to be able to process that information; not just tell them, yeah, it's a good idea and to take it to the city council; at some point they are going to have to give some; he really wants the fire department to have the training facilities that are needed, he doesn't know when they would be built but wants the fire department to really have them; Chair Castner believes it is a higher priority to get the people who are working in the police department out of that place that they are so that is where is heart is right now. But he really believes that everyone working for the city needs be properly trained and have the best facilities so they can give us the best level of service. That's what he would say to Chief Painter if he were here.

COMMENTS OF THE COMMITTEE

Chief Robl commented that he has been following what has been going on in the legislature the last couple weeks and there are a lot more negative and pessimistic outlook with the budget than he expected; they are in the slashing and gashing mode down there; he added that they wanted to cut the jail contract but believes that they fought that back fairly well, he doesn't know that they lost the probation officer yet for sure. They have cut back AST on several fronts. It is just a real negative climate and the chance of getting any money out of them is slim to none and Slim just left town. He related that state funding for Kodiak which was a larger facility was over \$2 million dollars and they also recently contributed to Haines for their new facility, so they do have a track record for contributing but this is just bad timing.

Mr. Miotke commented on the Fire Department perspective for the decisions on the shooting range and different parts for phasing should be by consensus of this committee and has been done that way and continue. As far as funding they should be optimistic that oil prices could change and that they should be ready with 35% for when things do change.

Mr. Smythe commented that within the Public Involvement memo in the packet there is a rough order of magnitude of costs that could be beneficial right now.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:47 p.m. The next regular meeting will be **WEDNESDAY, APRIL 1, 2015 AT 5:30 P.M.** at the City Hall in the Conference Room Upstairs at 491 E. Pioneer Avenue, Homer, and Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____

Disposition of Committee

CENSURE

Findings:

It is determined that Ken Castner, acting as the Chairman of the Public Safety Building Review Committee, did include in a report to the Homer City Council, the following:

"The City Council should consider some policy matters that are outside of the purview of the PSBRC.

- a. What is the future of the fire department? Many have suggested that the EMS/Fire response duties found on the southern peninsula, be combined or reorganized. This could affect the programing and sizing of the new City facilities."

This is a statement that has neither been determined or authorized by the Committee, is prejudicial to the Homer Fire Department, and is a personal affront to Chief Painter.

Castner has acted outside of his authority and is hereby censured for his actions.

Agreed to this 17th day of February, 2015.

Homer Public Safety Building Review Committee

By:_____

Chairman



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: MARCH 26, 2015

SUBJECT: FUNDING FOR THE PROJECT -35% DESIGN AND USE OF EXISTING FUNDS

At the City Council meeting on March 9, 2015 the Council approved Resolution 15-004(S) regarding reappropriation of the state legislative grant for Waddell Way to fund the Public Safety Building project \$606,000 dollars out of the \$1,405,000 million dollars previously awarded.

A copy of the executed resolution is provided.

At the February 17, 2015 committee meeting Mr. Dale Smythe reported the following amounts remain under the contract with Stantec.

Task A - Fire and Police Programming, \$0. This Task was completed and billed out in full.

Task B. Site Selection and Concept Design, there is \$37,600 remaining.

Task C. Public Involvement there is \$19,685 remaining.

The committee did not entertain any discussion on expending these funds at that meeting.

Recommendation:

Entertain discussion to:

1. Determine how to expend the remaining project funds or not.
2. What steps the committee should or could take until funding to 35% Design has been appropriated by Council.

**CITY OF HOMER
HOMER, ALASKA**

Mayor

RESOLUTION 15-004(S)

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
REQUESTING THAT THE ALASKA LEGISLATURE RE-APPROPRIATE
\$606,000 OF THE \$1,405,000 THAT THE CITY RECEIVED FOR THE
WADDELL WAY ROAD IMPROVEMENT TO A NEW PUBLIC SAFETY
BUILDING.

WHEREAS, The City has received a Legislative Grant in the amount of \$1,405,000 for
improvements to Waddell Way Road; and

WHEREAS, Progress has been made on improvements to Waddell Way Road including
utility locates, field surveys, geotechnical investigations and the initiation of design and right
of way acquisition; and

WHEREAS, Currently, the #1 City project priority is the replacement of the functionally
obsolete police and fire department buildings that provides basic essential services to the
community; and

WHEREAS, The community's Public Safety Building Review Committee has made
significant progress on a new public safety building including conceptual design, site
selection, space needs analysis and cost estimates; and

WHEREAS, In this time of capital project budget constraints, the City proposes
advancing both projects by stretching State dollars and splitting the original appropriation;
and

WHEREAS, By re-appropriating just over one third of the Waddell Way Road
improvement project funds to the New Public Safety Building the City will be able to advance
the public safety building project to pursue construction funding such as municipal bonds;
and


WHEREAS, The remaining funds appropriated to Waddell Way combined with City
funds will complete Waddell Way up to city urban road standards and only delay paving.

38 NOW, THEREFORE, BE IT RESOLVED that if the climate in the State Legislature is
39 conducive to this re-appropriation request and can ensure that the original appropriation
40 amount is retained by the City, the Homer City Council hereby respectfully requests that the
41 Alaska Legislature re-appropriate \$606,000 of the grant for the design and construction of the
42 Waddell Way Road Improvements (15-DC-062) to design and construction of the New Public
43 Safety Building.

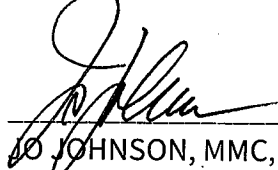
44
45 BE IT FURTHER RESOLVED that the City Manager and the City lobbyist are authorized
46 to take the appropriate and necessary measures to assist our Legislators in making this
47 request a reality.

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49 PASSED AND ADOPTED by the Homer City Council this 9th day of March, 2015.

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52 CITY OF HOMER
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MARY E. WYTHE, MAYOR

57 ATTEST:

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62 JO JOHNSON, MMC, CITY CLERK

63 Fiscal Note: Transfer of \$606,000 Legislative Grant to the Public Safety Building project.



City of Homer

www.cityofhomer-ak.gov

Administration

491 East Pioneer Avenue
Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Public Safety Building Review Committee
THROUGH: Carey Meyer, Public Works Director
FROM: Katie Koester, Community and Economic Development Coordinator
DATE: January 13, 2015
SUBJECT: Possible Funding Options for Public Safety Building

I have attached information from Meredith Noble of USKH on a number of potential funding sources for the new Public Safety Building. Mr. Meyer and I had a conference call with Ms. Noble on Friday, January 9 to discuss her draft findings. We came away discouraged with the lack of grant opportunities out there that look could be a 'perfect fit' for the project. Unfortunately, some of the programs that are specifically designed to help communities build public facilities have either not been funded in the last few years or the City of Homer is not eligible due to income guidelines (Community Development Block Grant, for example).

As is the case with many projects, any grant funding for the Public Safety Building will likely have to come from a combination of different sources and the City will need to be creative and innovative in our funding strategy. I will continue looking for additional grant opportunities and research the ones Ms. Noble has identified in more detail.

Enc:
Funding Strategy: Homer Public Safety Building
Email from Ms. Noble 1-12-15

Funding Strategy: Homer Public Safety Building

USDA Rural Development: **Community Facilities Guaranteed Loan Program**- Guarantees up to 90% of loss of principal and interest on loans. This program reduces the credit risk for lenders and allows them to provide financing for essential community projects for communities that cannot obtain credit elsewhere.

- Lender maintains at least 5% of the total loan amount
- Guaranteed portion of loans can be sold on secondary market
- The lender is the applicant for the loan note guarantee.
- Repayment is no longer than the useful life of the facility with a maximum of 40 years. (Tend to be 20 years)

Will need to prepare a financial feasibility study prepared by an independent consultant to show sufficient repayment of operations and maintenance, reserves, and debt retirement.

More info: <http://www.rurdev.usda.gov/HCF-CFGuaranteedInstructions.html>

Community Facilities Grants- Provides grants (no more than \$20,000) depending on median household income and the population in the community.

US Dept. of Commerce, Community and Economic Development: **Community Development Block Grants**- The CDBG program provides grants to communities and non-profits that provide services and/or benefits for low to moderate income individuals.

- Grants not to exceed \$850,000
- U.S. Department of Housing and Urban (HUD) provides the funding which ranges from \$3-3.5M annually with a state required match of 2%.

The City of Homer is NOT eligible for this program because the community does not meet median household income requirements. MHI increased last year (perhaps as a result of annexation?). An argument could be made, however, that a new or remodeled recreation facility would principally benefit low to moderate income persons since it primarily serves underserved youth and elderly and could support educational programs such as the Boys and Girls Club.

Alaska Energy Authority: **Renewable Energy Fund Grants**- Renewable Energy Grant Funds are managed by the Alaska Energy Authority and are designed to fund renewable energy projects that can show public benefit fund and reduced dependence on fossil fuels. Average project request ranged from \$115,000-1.6M. Due Date- September, Sent to Legislature for Approval. July 1, 2015 funding becomes available.

More info: <http://www.akenergyauthority.org/REfund8.html>

U.S. Rural Infrastructure Opportunity Fund: The Rural Infrastructure Opportunity Fund is a public-private partnership between CoBank, Capitol Peak Asset Management and the U.S. Department of Agriculture. The purpose of the fund is to serve as a new source of capital for rural infrastructure projects and to support job creation in rural communities. The fund is

designed to complement existing government loan and grant programs by making debt investments in a wide range of projects including essential community facilities.

It is a new program (founded in June 2014) and therefore is still working out the details of how communities can access these funds. We will continue researching this program to determine if it is an option for Homer.

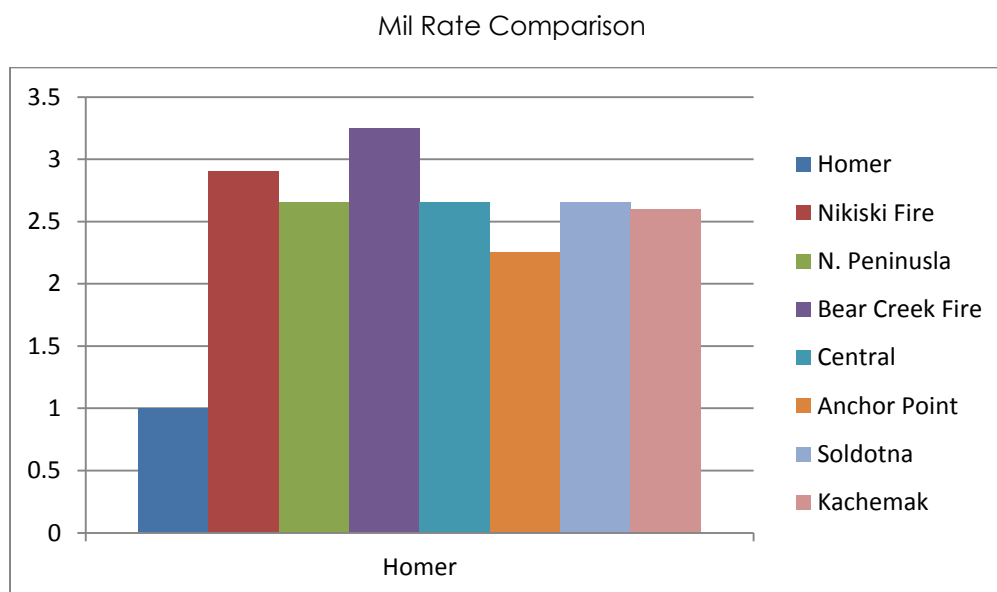
Designated Legislative Grants AS 37.05.315 Grants to Municipalities:

Communities seek funding from their state senators and representatives for identified capital projects. Appropriations are included in the Capital Bill by the legislature at their discretion, with final approval required by the Governor.

Grant agreements are typically written for a term of five years beginning on July 1 and terminating five years later. Preparing a grant agreement will require a scope of work, project description, schedule, and narrative.

Municipal Securities:

It is recommended that Homer consider municipal securities (bonds). This expertise is outside of our firm's experience but we can assist with the public involvement process of researching what the community is willing to pay for and how to best present project information. One consideration for repaying the bonds is to increase the mil rate for police and fire services in Homer. More information at www.msrb.org and www.emma.msrb.org.



The key to moving forward a funding strategy is ensuring that the project represents what the community is willing to pay and building broad partnership support. As resources become ever thinner, it is imperative that the project provides the greatest value to the region as possible.

Katie Koester

From: Noble, Meredith <meredith.noble@stantec.com>
Sent: Monday, January 12, 2015 10:46 AM
To: Katie Koester
Cc: Doyle, Sara; Carey Meyer; Smythe, Dale
Subject: RE: funding for Public Safety Building

Hi Katie and Carey,

Per our conversation Friday, I have thought of a few more options. First- I'm curious what the fire fighter budget is for equipment annually. There is federal funding for purchasing equipment and training and if that were to alleviate that pressure on the Homer budget, perhaps that would free some funding for design.

It also seems possible to position the project as a desperately needed Emergency Operations Center to mitigate hazards and natural disasters. I know Fire Chief Painter discussed the new building serving this purpose, so I'd be interested in exploring this option more with him.

A good summary on these programs can be found at the link below:
<http://www.firewise.org/usa-recognition-program/grants-and-funding/federal-government.aspx>

Lastly- I am curious about the resource: <http://www.policegrantshelp.com/registration/>

It's free to registered police officers so if someone could be assigned to work with me, I could use their log-in to research potential police funding options.

Please call or email if you need anything. Otherwise, I'm looking forward to hearing how the presentation to Council went.

-Meredith

-----Original Message-----

From: Katie Koester [mailto:kkoester@ci.homer.ak.us]
Sent: Wednesday, January 07, 2015 12:31 PM
To: Noble, Meredith
Cc: Doyle, Sara; Carey Meyer; Smythe, Dale
Subject: Re: funding for Public Safety Building

Hi Meredith,

Friday at 10am works great. I have it on my calendar.

Give me a call at 907-435-3101.

Good luck wedding planning!

Katie

Homer Public Safety Building

Updated Public Involvement and Funding Strategy Recommendations

A. Seek Additional Involvement and Input (Current Contract Task C: \$11,950.00)

Public Meeting #2 - Concept Study Open House: Stantec provides posters, an agenda, and an input form. The Concept Design for the preferred site is presented and input is gathered to help the team finalize the Concept Study and address phasing, demo, building reuse, and possible funding approaches. Summarize meeting input notes and deliver to City.

Coordinate with Community Partners and Project Supporters: Stantec will provide project progress updates to potential funding agencies and seek feedback on design, phasing, and funding options. Some project updates will need to come from the City and/or Committee such as when interfacing with legislative representatives, Alaska Department of Public Safety, Alaska State Fire Fighters Association, etc. Stantec will continue to support the City in raising awareness around what Homer's police officers and fire fighters need to do their job safely to protect the community. (Contract Task C: \$2,160.00)

B. Funding Feasibility Review (New Task ≈ \$19,800.00)

Gage Support Levels: Stantec will engage local stakeholders and voters in small focus groups to gain candid input on project funding and phasing. This will be complemented by an online survey to be distributed community-wide via informal and formal email contacts.

Funding Feasibility Work Session: Stantec will coordinate a 6-hour work session (10 am – 4 pm with a working lunch) to discuss public support, consider realistic project costs, and prepare three alternative project cost options for public discussion. This work session will use a consensus format and include major stakeholders, Committee Members, elected officials, and thought leaders representing diverse segments of the community (around 40 participants total).

Two independent consultants who bear no interest in project design or outcomes will be brought to Homer to support this event including:

- 1) *Bill Grimes of Studio Cascade.* Bill has extensive experience helping communities prioritize and make tough financial decisions. His role will be to facilitate the work session and guide discussion to make the most of the time allotted; and
- 2) *A Municipal Service Review Specialist with Emergency Services Consulting International (ESCI).* ESCI regularly consults on high profile, intricate, and mission critical Emergency Service and will participate as an outside technical expert to help the City of Homer achieve a feasible project. They will bring to the discussion a depth of experience with public safety facility best practices, cost avoidance opportunities, alternative financing opportunities, rate restructuring, and cooperative service agreements and other strategies for dealing with limited resources while trying to satisfy demands for new and/or expanded services.

Following the work session Stantec will produce a *Funding Feasibility Review Memo* summarizing findings from the focus group, online survey, work session, and cost alternatives. After this is reviewed by the Public Safety Building Review Committee, Stantec will prepare a PowerPoint presentation that the City can share with the community at large to bring broader transparency to this important community discussion and decision, and to announce the next public meeting as a crucial event for offering input.

C. Community-Based Funding Strategy (Current Contract Task C: \$11,590.00)

Public Meeting #3 – Cost Alternatives: Stantec provides posters, an agenda, and an input form. Three cost alternatives will be presented with detailed pros and cons along and Concept Design graphics. Participants will be asked to offer feedback and opinions on each cost approach and make criteria-based recommendations on which alternative they believe is more advantageous to the City over the long run. Stantec will compile meeting input notes.

Target Cost and Project Scope: At this point, Stantec will ask the Public Safety Building Review Committee and City Council for direction so that design can proceed to a target funding level, with a scope that reflects broad community agreement.

Funding Strategy: Stantec will work with City staff to update the list of possible funding sources and strategies. The team will also create a target capital campaign timeline.

D. Capital Campaign (Current Contract Task C: \$8,620.00)

Produce Campaign Themes and Supporting Materials: Stantec will prepare graphic and written materials that help the City communicate the project need, goals, design, cost, public process, and community support. The City and Public Safety Building Review Committee will review these materials and provide outreach to share them with community partners, project supporters, and potential funders.

Public Meeting #4 – Final Concept Design Open House: Stantec provides posters, an agenda, and a station where community members can write letters of support. A final Concept Design is presented with back-up displays from previous meetings that convey the project evolution. Cost information is also presented with a target timeline and funding strategy.

Seek Funding: Cornerstone and Stantec will support the project through their work with the Association of General Contractors of America and other key influencers at Juneau. Our goal is to work with you to get the project on the Governor's Budget in 2015/16. To ensure the highest degree of success, it is critical we obtain support for the project from key leaders and legislators by involving them throughout the public involvement process.

If the City decides to pursue a specific grant or low-interest loan program, we will provide you with a cost estimate to prepare the application (which we perform at-cost). With your approval, we will then assist you in pursuing grant/loan funding- a process that typically takes two months. Lastly, if determined to be helpful, Stantec has in-house capability for leading successful bond campaigns.



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PUBLIC SAFETY BUILDING REVIEW COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I
DATE: MARCH 26, 2015
SUBJECT: SCHEDULING THE NEXT MEETING AND DELIVERABLES

Currently the following date(s) has been reserved for the next meeting:

Wednesday, May 13, 2015

Please confirm the date is acceptable for a majority of the committee members if not, now is the time to change that date. Please review your schedules prior to the meeting and have alternative suggestions available.

It is also best to outline the deliverables needed for the next meeting in order to facilitate staff and the design teams work schedule.

I will have the Clerk's Calendar for meeting room availability at the meeting.

Recommendation:

Discuss dates and make motion to establish meeting date and/or open houses for the next meeting of the committee.

City Manager/
Public Works Director

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.


- 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. WYTHE, MAYOR

ATTEST:


JO JOHNSON, MMC, CITY CLERK

Fiscal Note: Staff time and advertising costs.



HOMER PUBLIC SAFETY BUILDING

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

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



**CITY OF HOMER
HOMER, ALASKA**

Mayor

RESOLUTION 15-007(A)

A RESOLUTION OF THE HOMER CITY COUNCIL APPROVING THE
RECOMMENDATIONS OF THE PUBLIC SAFETY BUILDING REVIEW
COMMITTEE.

WHEREAS, The Public Safety Building Review Committee (PSBRC) has worked the last eleven months to complete the Public Safety Building conceptual design scope of work as outlined in Resolution 14-020; and

WHEREAS, The PSBRC reviewed and rated GC/CM proposals, reviewed the proposed contract and provided input on the scope of work and deliverables, reviewed work products and participated in regular briefing with the contractor, made recommendations and provided direction to staff and the contractors as the project proceeded; and

WHEREAS, The PSBRC has reached a financial and design benchmark authorized by the Council and has made recommendations to the Council as outlined in Memorandum 15-007.

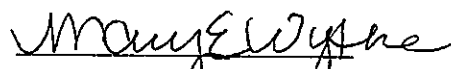
NOW, THEREFORE, BE IT RESOLVED by the Homer City Council that the following recommendations of the Public Safety Building Review Committee, as outlined in Memorandum 15-007, are approved:

- The City Council approves the conceptual design
- The City Council approves the schedule for the project
- The City Council approves the budget to take the project to 35% design

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Homer City Council that Resolution 14-020 is amended to extend the Public Safety Building Review Committee until the project is completed or the committee is otherwise dissolved by the Homer City Council; and the scope of work of the committee is expanded to advise the Council on all further phases of design and construction.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 12th day of January, 2015.

CITY OF HOMER


MARY E. WYTHE, MAYOR

44 ATTEST:

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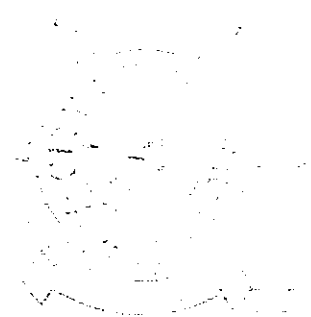
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JD JOHNSON, MMC, CITY CLERK

Fiscal Note: N/A



Name	Title	Phone	Email	Info
KEY PROJECT STAKEHOLDERS				
Carey Meyer	Public Works Director	907-235-3170	cmeyer@ci.homer.ak.us	3575 Heath Street, Homer 99603
Dan Nelsen	Project Manager	907-235-3170	dnelson@cityofhomer-ak.gov	3575 Heath Street, Homer 99603
Ken Castner	Chair of Committee	907-235-9028	kcastner@tonsina.biz	c/o City Clerk's Office City of Homer 491 E Pioneer Avenue
Mark Robl	Police Chief	907-235-3150	mrobl@ci.homer.ak.us	Homer Police Department 4060 Heath Street Homer AK 99603
Ralph Crane	Public Representative	951-218-6362	kummok@earthlink.net	c/o City Clerk's Office City of Homer 491 E Pioneer Avenue
Bob Painter	Fire Chief	907-235-3155	rpainter@ci.homer.ak.us	Homer Volunteer Fire Department, 604 East Pioneer Ave. Homer AK 99603
Beth Wythe	Mayor	907-235-3919	mayor@ci.homer.ak.us	491 E Pioneer Avenue Homer, AK 99603
Renee Krause	Deputy City Clerk	907-435-3109	rkrause@ci.homer.ak.us	491 E Pioneer Avenue Homer, AK 99603
Walt Wrede	City Manager	907-235-8121	wwrede@ci.homer.ak.us	491 E Pioneer Avenue Homer, AK 99603
CONSULTING TEAM				
Dale Smythe	Project Manager	907-343-5254	dsmythe@uskh.com	2515 A Street, Anchorage, AK 99503
Jerry Jeubert	Architect	907-450-1440	jneubert@uskh.com	2515 A Street, Anchorage, AK 99503
Sara Wilson Doyle	Public Meeting Coordinator	907-352-7813	swdoyle@uskh.com	2515 A Street, Anchorage, AK 99503
Meredith Noble	Stakeholder			
Loren Berry	Involvement/Funding	509-340-1714	mnoble@uskh.com	621 W. Mallon Ave. Suite 309, Spokane, WA 99201
Jack Berry	Loren Berry Architects	541-896-3692	jberry@berryyarch.com	41601 Madrone Street, Springfield, OR 97478
	Loren Berry Architects	541-896-3692	jberry@berryyarch.com	41601 Madrone Street, Springfield, OR 97478
 Jolley	Cornerstone General Contractors	907-646-7213	jjolley@cornerstoneak.com	5050 Cordova Street, Anchorage, AK 99503
MEDIA OUTREACH CONTACTS				
Shady Grove	KBBI Public Radio	907-235-7721	shadygrove@kbbi.org	Coffee Table on Wednesday morning 9-10 am.
Dave Becker	K-WAVE, KPEN, K-BAY, KGTL	907-235-6000	kwavefm@xyz.net	Contact Tim White, K-WAVE, for Straight Talk on Tuesday mornings
Chris Story	KPEN- Alaska Matters	907-299-7653		www.alaskamattersradio.com
Naomi Klouda	Homer Tribune	907-235-3714	naomi@homertribune.com	http://www.homertribune.com/2013/08/council-considers-a-new-public-lot-new-public-safety-site
Michael Armstrong	Homer News	907-235-7767	michael.armstrong@homernews.com	http://www.homernews.com/homer-news/local-news/2013-09-11/herc-lot-new-public-safety-site
	Peninsula Clarion	907-283-7551		http://peninsulaclarion.com/staff
Shannyn Moore	Blogger, Radio.Active.Truth Bloggers?		shannynmoore@gmail.com	http://www.shannynmoore.wordpress.com/
FUNDING SOURCE CONTACTS				
Pauletta Bourne	CDBG Grants Rep	907-451-2721	pauletta.bourne@alaska.gov	http://commerce.alaska.gov/dnn/dcra/GrantsSection/CommunityDevelopment
Judy Haymaker	CDBG Grants Rep	907-451-2731	judy.haymaker@alaska.gov	Max \$850k per community, \$2M FY13 Cycle
Scott Ruby	Director, Division of Community and Regional Affairs	907-269-4569	scott.ruby@alaska.gov	Excellent resource for information on legislative designations & CDBG grant.
Merlaine Kruse	USDA RD, Community Programs	907-761-7778	merlaine.kruse@ak.usda.gov	
Amy Milburn	USDA RD, Area Director	907-283-6640 ext. 4	amy.milburn@ak.usda.gov	110 Trading Bay Road, Suite 160, Kenai, AK 99611
Wylie Chandler	USDA RD, Loan Tech	907-283-6640 ext. 4	wylie.chandler@ak.usda.gov	110 Trading Bay Road, Suite 160, Kenai, AK 99611
Sean Parnell	Alaska State Governor	907-465-3500		State Capital, PO Box 110001, Juneau, AK 99811-0001

Name	Title	Phone	Email	Info
LEGISLATORS				
Peter Micciche	Senator	907-283-7996	senator.peter.micciche@akleg.gov	145 Main Street Loop Ste. 217, Room 226
	District 0	907-465-2828		State Capital Room 125, Juneau AK 99801
Note: Involved with National Fire Protection Association Standards Council, Regional Suicide Prevention Team, Kenai Peninsula Local Emergency Planning Committee				
Paul Seaton	Representative	907-235-2921	representative.paul.seaton@akleg.gov	270 W. Pioneer Ave. Homer AK 99603
	District 31	907-465-2689		State Capital Room 102, Juneau, AK 99801
CITY STAFF				
Dan Gardner	Public Works Superintendent	907-235-3170	dgardner@ci.homer.ak.us	
	Public Works Inspector			
Rick Abboud	City Planner	907-235-3106	rabboud@ci.homer.ak.us	
Julie Engebretsen	Deputy City Planner	907-235-3106	engebretsen@ci.homer.ak.us	
	Economic Development			
Katie Koester	Coordinator	907-435-3101	kkoester@ci.homer.ak.us	
Jo Johnson	City Clerk	907-235-3130	jjohnson@ci.homer.ak.us	
Elaine Grabowski	Staff at Fire Dept.	907-235-3155	fire@cityofhomer-ak.gov	
Dan Miotke	Staff at Fire Dept.		dmiotke@ci.homer.ak.us	
COMMUNITY OUTREACH				
	Far North Photography/Chamber of Commerce Contact	907-360-2319	jimlav@homer.alaska.org	
Jim Lavrakas			kkoester@ci.homer.ak.us	
Katie Koester	Rotary		angienewby@alaska.com	Wants to host fire and police staff for an informative meeting during their
Angie Newby	Real Estate Association	907-235-5294	debbie@homer.alaska.org	
Debbie Speakman	Chamber of Commerce		chaines@ci.homer.ak.us	Coordinated much of the fundraising for the new Library.
Claudia Hanes	Youth Services Librarian	907-435-3176	tidefeathersnow@gmail.com	
Miranda Weiss	Public Park Volunteer		dbf@sp hosp.org	
	Hr at Hospital/ Community Leader	907-235-0397		Coordinated PI activities to garner support for upgrades to hospital.
Derotha Ferraro			mmiller@prattmuseum.org	Also Vice Chair of Public Art Committee
Michelle Miller	Pratt Museum	907-235-8635		
	Islands and Ocean Visitor Center Manager		marianne_aplin@fws.gov	Also member of the City of Homer Public Arts Committee
Marianne Aplin			jackcushing@gci.net	
Jack Cushing	Former Mayor	907-399-1200		
	Kachemak Heritage Land Trust			
	Kachemak Bay Conservation Society	907-235-8214		also a member of the Advisory Planning Commission
Roberta Highland		907-235-0541		
	Homer Foundation			
	Port & Harbor			
	Senior Citizens Center	907-235-3739		

Name	Title	Phone	POLICE/FIRE CONTACTS		Info
			Email		
Kelly Nicolello	Alaska State Fire Marshall				5700 E. Tudor Rd. Anchorage AK 99597-1225
Mark J. Miller	EMS Unit Manager, AK State Dept of Health and Social Services	907-465-8633	mark.miller@alaska.gov		Division of Public Health, Section of Emergency Programs, PO Box 110616, Juneau AK 99811-0616
Sue Hecks	Executive Director, Southern Regional EMS Council, Inc.	907-562-6449	hecks@sremsc.org		6130 Tuttle Pl. Suite B, Anchorage, AK 99507-2041
Kevin Jones	Homer Airport Manager (Crash Rescue)	907-235-5217			Home Office of State DOT
Scott Walden	Director, KPB, Officer of Emergency Management	907-262-2097	sgwalden@borough.kenai.ak.us		Office of Emergency Management, 253 Wilson Lane, Soldotna AK 99669
	Division of Homeland Security & Emergency Mgmt				Dept. of Military and Veteran Affairs, PO Box 5750, JBER, AK 99505
	Safety and Emergency Response Agencies				
	State Troopers				
	Coast Guard				
	State Parks				
	State of Alaska DOT				
	Kenai Peninsula Borough				
	Environmental Permitting agencies				
	Alaska State Legislature				
	Governor's Office				
	K.E.S.A.				
	Alaska Fire Chief's Association				
	State Fire Marshal's Office				
	Wildwood Correctional Center				
	OSHA				
	Department of Security				
	Alaska State Forestry				
	Kachemak Bay				
	Mental Health				
	Clergy				
	State EMS				

Date	Details	Leader	Assistance	Completed
KEY PROJECT STAKEHOLDERS				
11, 2014	Create short clip explaining the project	Castner	Meyer	ongoing
2, 2014	Create presentation that anyone can use to explain the project.	Noble	Robl, Painter, Nelsen	Yes
	Post fact sheet, photos, update on status of project.	Renee	Meyer, Stantec	Yes
3, 2014	Have police staff and fire staff tour each other's buildings, discuss why the project's important, agree on messaging.	Robl, Painter	Castner	ongoing
52	Hand out project fact sheet & show video if finished. Invite police staff to join if available.	Painter	Elaine, Dan	Yes
	Contact Tim White at kwavefm@xyz.net	Renee		Yes
9	Send info about Open House	Renee		ongoing
	Host specifically for Re-Create Recreate/HERC users	Castner	Robl, Painter	planning ongoing
1	Provide fact sheet to City's commissions to raise their awareness of the project.	Castner, Meyer	Renee	planning ongoing
30, July 28	Update on PI activities by letter & call.	Mayor Wythe	Committee	ongoing
14	Create boards that have photos, stories, and content explaining project. Display at City Hall, Library, etc.	Meyer	Stantec	Yes
	Provide information on project before movie shows at the theatre.	Nelsen	Renee	ongoing
4	Provide update on project.	Castner	Committee/Stantec	Yes
August Activities				
4	Host specifically for Chris Story, KBBI, KWAVE, KPEN, KGTL, etc. local newspapers, bloggers.	Crane	Committee	
014	Commission Meeting 6:30 pm	Meyer		
014	Commission Meeting 5:30 pm	Meyer		
, 2014	shadygrove@kbbi.org		Fire & Police Dept./ Public Safety Committee/	

		Sept. 19-30, 2014	upcoming Open House.	
	Paid Radio	Sept. 19-30, 2014	Pay for Ads on key radio channels to notify public about the meeting.	
	Public Mtg Prep	Sept.1-30, 2014	Prep content for Open House	Stantec & Meyer
	Public Meeting: Draft Concept Design	November 10, 2014	Committee Meeting on Site Selection and Conceptual Design	Stantec & Public Safety Bldg Committee
	Legislator/Funding Agency Update	Oct. 3, 2014	Update on PI activities by letter & call.	http://gov.alaska.gov/parnell/contact/email-the-governor.html
October & November Activities				
	Public Presentation- Realtor Association	October 15, 2014	12:00, Bidarka - Upstairs	Mayor Wythe
	Public Presentation	Oct. 1-31, 2014	Coordinate with any group that wants to hear from you that we missed earlier.	
	City Website	Oct. 29, 2014	Update website with info on upcoming Open House	Renee
	District 31	Oct. 20-Nov. 2, 2014	Notify contacts in outreach list of upcoming Open House.	Noble
	Paid Radio	Oct. 27-Nov. 3, 2014	Pay for Ads on key radio channels to notify public about the meeting.	
	Public Mtg Prep	Oct. 1- Nov. 2, 2014	Prep content for Open House	USKH & Meyer
	Public Meeting: Site Selection & Final Concept Design	Dec. 10, 2014	Present site selection decision matrix & draft concept design, seek public input.	USKH & Public Safety Bldg Committee
	Legislator/Funding Agency Update	Nov. 4, 2014	Update on PI activities by letter & call.	Mayor Wythe
	Letters of Support	Oct. 14-Nov. 14	Seek letters of support	

CITY OF HOMER
Homer Public Safety Building
PUBLIC INVOLVEMENT PLAN



June 23, 2014

Prepared for:
Homer Public Works Department
3575 Heath Street
Homer, Alaska 99603

Prepared by:
USKH Inc.
2515 A Street
Anchorage, AK 99503

Point-of-Contact:
Dale Smythe AIA, USKH Principal
Regional Architectural Manager
Architectural Department
Phone (907) 343-5254

USKH WO# 1435500



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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 be 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



- Potential Project Site Neighbors
- Potential Project Site Existing Tenants/Users (e.g., Homer Education and Recreation Complex (HERC))
- Community organizations
- Potential funding sources (Alaska State Legislature, Governor's Office, Dept. of Commerce, etc.)

Regional Public at Large

- Citizens who depend on and are served by the City of Homer's emergency services
- Taxpayers
- Citizens who seek to participate in community affairs

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.
 - <http://homertribune.com/2013/08/council-considers-a-new-public-safety-building/>
- 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.

From: Julie Engebretsen
Sent: Thursday, February 19, 2015 4:35 PM
To: Renee Krause
Subject: fill regulations

Hi Renee,

Standards for fill can be found below, HCC 21.50.150 Fill Standards. Sections (a) and (b) relevant in particular.

21.50.150 Fill standards.

a. Except as permitted in subsection (b) of this section, fill material shall be free of large organic debris (including without limitation stumps), construction or demolition debris (including without limitation concrete and asphalt), garbage and any material that is categorized as hazardous or toxic under Federal or State law.

b. Fill material that will not support a structure may include large organic debris that originated on the lot where the fill is placed; provided, that it is capped with clean fill for future landscaping or driveway use.

c. The placement of fill to a depth greater than three feet over 25 percent or more of a lot is subject to following requirements:

1. Before any fill is placed, a grading plan for the lot must be approved by the City Engineer. The grading plan shall show the following:

a. The existing grade and finished grade of the lot using contour intervals sufficiently small to show the nature and extent of the work, and its compliance with the requirements of this title; and

b. The existing grade on adjoining properties in sufficient detail to identify how grade changes will conform to the requirements of this title.

2. Best management practices shall be used to limit sedimentation and stormwater runoff, and shall be installed before fill is placed on the lot.

3. All corners of the lot shall be flagged before fill is placed on the lot.

4. The slope of the fill shall not exceed 50 percent or 1:2.

5. No fill may be placed closer than five feet to a side or rear lot line, except that clean fill may be placed on adjoining lots up to their common lot line after approval of a development plan including a drainage plan by the City Engineer and the owners of all lots on which the fill will be placed.

6. The placement of fill shall be completed within 24 months after its commencement, and the filled area shall be capped and seeded as soon as possible within the growing season. [Ord. 10-54 § 2, 2011].

Julie Engebretsen
Deputy City Planner
City of Homer

907-435-3119

