

Session 21-07, a Regular Meeting of the Public Works Campus Task Force was called to order by Chair Donna Aderhold at 4:30 p.m. on May 12, 2021 via Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. One seat is vacant due to resignation.

PRESENT: MEMBERS ENGBRETSSEN, SLONE, VENUTI, KEISER, ADERHOLD, AND BARNWELL

STAFF: RENEE KRAUSE, DEPUTY CITY CLERK

AGENDA APPROVAL

Chair Aderhold requested a motion to approve the agenda.

ENGBRETSSEN/SLONE MOVED TO APPROVE THE AGENDA

Chair Aderhold inquired if there was any discussion on the motion as presented.

ENGBRETSSEN/SLONE MOVED TO AMEND THE AGENDA TO ADD "COUNCIL REPORT" UNDER REPORTS.

There was a brief clarification on the request.

VOTE. (Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the main motion as amended.

VOTE. (Main) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

APPROVAL OF MINUTES

A. Regular Meeting Minutes for April 28, 2021

Chair Aderhold requested a motion to approve the minutes.

ENGBRETSSEN/SLONE MOVED TO APPROVE THE MINUTES OF APRIL 28, 2021.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

REPORTS

A. Council Report on Memorandum Report for Goal #1 from the Task Force

Member Venuti provided a summary of the report she provided to Council. She noted that there were concerns expressed regarding the two votes in favor of any recommendations from the Task Force; expenditure of funds and going beyond the scope of the assigned work.

Chair Aderhold provided additional information on the concerns expressed by members of the Council regarding the funding of a consultation with an architect; and the direction of the recommendation to relocate the public works facility. She reminded them that the makeup of the Task Force was outlined by a resolution approved in January by the City Council, the relocation and construction of a new public works facility was already in the CIP and the funding was already appropriated and came from public works budget.

A discussion ensued on the inclusion of information in the report on requesting Council to broaden the scope of work of the Task Force to include other reasons to relocate the public works facility and clarification that the report to Council only included the findings for Goal #1 as outlined in Resolution 20-125. It was further clarified that the Task Force should include a bit more background information in reports to Council on the steps performed.

PENDING BUSINESS

NEW BUSINESS

A. Memorandum from Task Force Member Engebretsen re: Site Selection & Draft Site Plan

Chair Aderhold introduced the item by reading of the title and invited Member Engebretsen to review her memorandum.

Member Engebretsen provided information on the process she took to review and eliminate various parcels of land that are available or would be suitable for relocation of the Public Works Campus in the city. She then reported on the properties that were visited with Public Works Director Keiser

- the Waddell property located east of the Police Station is great large enough and basically flat, but is barely above the inundation line
- a parcel north of Grubstake on Lake Street just above the HEA equipment yard would be tight fit, suitable location and accessible
- a parcel off of Greatland which would be great location but is really sloping, there is also a creek through the property and would not be suitable
- the parcel in Town Center off of Main Street & Pioneer Avenue would have heavy equipment egressing onto Pioneer Avenue or Main Street which would not be great, steep slope

Member Keiser reported that she focused on the property on Lake Street and reported finding some previous work that was conducted by the prior Public Works Director. She reported that the review of the other available properties were not conducive or suited to the uses that Public Works needs and in

her opinion would have a higher and better use for the community. She then reported that she engaged the services of a local architect to configure how exactly the components of existing Public Works Services would fit or placed on the parcels of land. She believed that the Lake Street parcels would also fit into the current uses that are surrounding it. The Bad news was that they would require considerable development work and they would require three parcels if not the use of the four parcels which are not all currently being offered for sale. The largest parcel is being offered currently.

Member Keiser and Member Engebretsen responded to questions and commented on topics regarding the following:

- compiling a database on real estate costs, analysis of the different sites that were reviewed
 - o there are strong competing interests to spending funds on a new public works facility over a new community recreation facility
 - o a new updated Fire Department Campus
- providing options to City Council will not override the decisions to expend the amount of funding required to construct a new public works facility
- City Council has changed over time and keeping this on the CIP along with the report to back it up is valuable
- The available funding is a concern but should only be one concern of the Task Force
 - o The Task Force may be outpacing the expectations of City Council
 - o Focus on it is necessary to relocate the Public Works Campus
 - o We can present a good start for Council such as the Lake Street parcel, access, commercial zoning, etc.
- If the Task Force wants to continue the discussion then they should submit a request to Council to broaden the scope of work
- Recommendation could include that City Council purchase the parcel on Lake Street
 - o The City would benefit having that parcel in its portfolio whether it is for a new Public Works Facility of Fire Department
- Prior land sales and current or future development and the shrinking opportunities
- The steps and work Council took to reach consensus with the development of the new Police Station and that this may need the same work and steps to bring to fruition.
- Needing to relate the story to effect understanding by City Council

Member Slone stated that he could not support further discussion unless City Council is willing to broaden the scope of the Task Force to address the issue of obsolescence and the issues of running out of room which will affect the ability of the public works department to function.

SLONE/ENGBRETSSEN MOVED THAT THE PUBLIC WORKS CAMPUS TASK FORCE REQUEST CITY COUNCIL TO EXPAND THE SCOPE OF WORK AS OUTLINED IN RESOLUTION 20-125 TO INCORPORATE OTHER ISSUES OF CONCERN REGARDING THE FUTURE OF THE PUBLIC WORKS CAMPUS INCLUDING THE OBSOLESCENCE AND INADEQUACY OF SPACE.

Discussion ensued on the following topics:

- Primary Goal to address the possible risk to the Campus and losing the ability to be effective
- Perception on focusing on relocation of the facility
- If they ask for the authority to discuss the expanded scope there should be no offense
- There is no question on the risk but on the probabilities there is no way to really quantify those

- Previous decisions made on city facilities is because they addressed all aspects of staying in the current location, renovate or build new
- Recommended looking a little broader but not necessarily spending too much time and using that information to update and facilitate further information for the project on the CIP
- Require City Council permission since the Resolution succinctly defined the scope of work
- Explaining that they are looking into the future and this threat was discovered during the discussion on the risk of a tsunami and is considered a risk just as much as a tsunami
- Using different verbiage other than expand or increase

Deputy City Clerk Krause recommended verbiage of “develop the scope of works to include” and stated that a memorandum can be added to the agenda under new business for approval where a resolution might be perceived as a bit strong since that would be used to amend the previous resolution approved.

Further discussion ensued on the preference of a memorandum over a resolution to request the amendment to the scope of work, and reviewing the resolution under the goals the Task Force can consider this as a part of their recommendations as described under Goal #3 and that the location is just part of the assessment, such as considering the elevations acceptable, zoning, etc. and orders of magnitude.

VOTE. YES. ENGBRETSSEN.

VOTE. NO. SLONE, BARNWELL, VENUTI, ADERHOLD, KEISER

Motion failed.

Chair Aderhold referred to the memorandum in the packet and requested further comment from Member Keiser.

Member Keiser noted that in review of the parcels available on Lake Street it was determined that they could use the existing Public Works facility for storage and personnel, such as maintenance and parks personnel could use the existing Public Works Offices, relocating from the HERC 2 facility as well as storage of low value equipment and materials such as the sand pile which would then free up the space required on the proposed new parcel for higher value equipment and supplies.

Member Engebretsen requested direction on how this information should be reflected in the final report to Council. She then opined that they have this memorandum and information and who will draft the final report and incorporating the information they have into that final report.

Chair Aderhold noted that Angie Newby reached out to the City Manager to remind him that she is contracted by the City and would be happy to attend a meeting as a visitor with regards to the services of a relator. She explained to the City Manager that they were not at a point to require the services of a realtor at this time. She further noted that they would need to determine the criteria that the city requires for a potential site to offer a new public works facility.

Member Keiser commented that she felt Member Engebretsen had the knowledge and expertise needed to vet proposed parcels.

A brief discussion ensued on Member Engebretsen speaking with Ms. Newby to see if there may be some valid points that they might be missing or that a property may be available that they are not aware of; further clarification that Ms. Newby would be representing the city in any land purchase that they city may conduct. Concerns were expressed by the Task Force on presumptions and possible misunderstandings.

B. Next Steps

Chair Aderhold stated that this is where they discuss the items for the next meeting to be on the agenda and those deliverables. She then requested input from the Task Force, listing some ideas such as Goal #2 and Goal #3 and what the final report would look like.

Discussion ensued on developing the final report and how that should be formatted and the content of that report. Included were the following items:

- Two Part report
 - o First part contains the analysis and what was analyzed included could be the risk and mitigation table
 - o Second will contain the recommendations and rationale
- Inclusion of the strategies and cost estimates
 - o Moving the campus is the preferred choice
 - o Additional Strategies are shown on the risk & mitigation table
- Recommendations
 - o Site Selections

Member Keiser was volunteered to write the report by Member Engebretsen.

Deputy City Clerk Krause volunteered to assist Member Keiser with drafting the report.

Chair Aderhold stated that she would like to use the memorandums, tables, and minutes to create a framework of the story they need to tell. She then noted that the process is what brought them to their final recommendations. She then questioned whether they should submit a report for goal two and three.

Member Engebretsen advised that they should be mindful of their time and staff ability as Council did not hire a Consultant to put this together so they need to be respectful of their time.

Discussion ensued on the following points:

- Goal three listed developing a system for evaluating strategies to identify mitigation
 - o Listing individual strategies to mitigate the issues such as storage of supplies at other location
 - o Validating a system of evaluating a strategy to develop conclusion
 - Efficiency of ability to continue service
- Limp Along Plan, Long Range Incremental Plan, Lock Stock & Barrel Plan
- Important to show that they did not go straight to relocation
- Important to show that Public Works is an essential service to reinstate city services including those located on the Spit

- Not to have the report too overwhelming
- Identify criteria for evaluating the strategies then drafting the final report
 - o Continuity of essential services
 - o Cost effectiveness defined

Chair Aderhold requested that the memorandums from Member Engebretsen, the resolution and then the report to City Council in the next packet.

INFORMATIONAL MATERIALS

- a. Inundation Maps
- b. Resolution 20-125 Establishing the Task Force and Outlining Scope of Work
- c. Approved Task Force Meeting Schedule – Revised April 15, 2021

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause commented it was a good meeting.

COMMENTS OF THE TASK FORCE

Member Venuti commented that it was very thought provoking and that it was the first time that Council had questions on their report but is confident that Council will make the right decision. She further believed that it would be 6-8 years not 15 years or more.

Member Barnwell commented that he liked the 6-8 years and agreed it was a good meeting.

Member Slone apologized for wasting time at the last meeting as he did not realize that Charles had agreed with him in the beginning and he continued on for another ten minutes.

Member Keiser commented in including a line item in her upcoming budget for developing a plan that will hopefully move them forward.

Chair Aderhold expressed her appreciation for a good meeting and called for adjournment.

ADJOURNMENT

There being no further business to come before the Task Force the meeting adjourned at 6:00 p.m. The next regular meeting is scheduled for Wednesday, May 26, 2021 at 4:30 p.m. at the City Hall Cowles Council Chambers via Zoom Webinar located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____