

Session 13-01 a Regular Meeting of the Port and Harbor Building Task Force was called to order by Acting Chair Howard at 5:15 p.m. on August 29, 2013 at the City Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

Present: Ellington, Hartley, Hawkins, Howard, Lewis
Bill Nelson, Project Engineer
Peter Klauder, Project Architect

Staff: Public Works Director Meyer
Project Manager Dan Nelsen
Deputy City Clerk Jacobsen

AGENDA APPROVAL

LEWIS/HARTLEY MOVED TO APPROVE THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

Mayor Wythe commented about the importance of the staff who work in the building having priority in determining the needs. When making final recommendation it should include a cut list of things staff is willing to give up if the budget doesn't stretch far enough. The staff who use the building daily know what the functions and uses should look like. She encouraged the harbor staff members to be vocal throughout the process. She is excited the harbor is getting a new building and is excited to see it moving to a new location where it will have a longer term value, and looking forward to attending the grand opening before December 2015.

RECONSIDERATION

APPROVAL OF MINUTES

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Election of Chair and Vice Chair

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Barbara Howard selected as Chair and Bryan Hawkins was selected as Vice Chair by consensus of the Task Force.

Chair Howard noted that a majority of the Task Force members served on the Port and Harbor Improvement Committee that worked on recommending projects for the revenue bonding and state matching fund process.

B. Introduction of Task Force, City Staff, and Consultants (Bill Nelson)

Task Force members include Barbara Howard and David Lewis, City Councilmembers; Bryan Hawkins, Harbormaster and Lisa Ellington, Port and Harbor Administrative Supervisor; and Bob Hartley, Port and Harbor Advisory Commissioner.

Task Force members, staff, the engineer, and the consultant introduced themselves. Each person commented about their past and present interest in the harbor, and their support for the new Port and Harbor building.

C. Discussion of Design Team Approach and Process: How Task Force, Staff, and Consultants Work Together as a Design Team (Bill Nelson)

Bill Nelson reviewed the process that has brought them to this point, beginning with the analysis of the current port and harbor building, review of existing structures to purchase, and the concept of a new building. More recently he and Mr. Klauder worked with port and harbor staff to put together the room data sheets that are included in the meeting packet. This information was compiled after interviewing the staff to establish the functions that need to happen in the facility presently and in the future, and assign square footages for those uses. The next step will be to take this data and put pen to paper in developing drawings.

D. Consultants Presentation of Room Data Sheets (Peter Klauder)

Mr. Klauder further explained his process in working through the room data sheets. Cost is in the same ballpark having gone thru the process and square footage is staying the same. He is pleased that the initial effort and cost estimate are holding true in terms of area needed to meet the refined program requirements.

Mr. Klauder noted that part of the process is a code review, and advised them that on the way to Homer this evening he got a message from his electrical engineer that this building is a category 4 essential building, based on the emergency communications equipment it houses, not only for the harbor but also police and fire. It is an alarming piece of news because to build a category 4 building, electrical components are very costly. Because this is new information, his firm will do more research to establish what needs to be done and how to keep cost down. He will provide more information as it becomes available.

E. Discussion of Site (Peter Klauder)

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Public Works Director Meyer and Harbormaster Hawkins clarified the location for the building is lot 20, next to ramp 7 and reviewed the site location with the group. They talked about the benefits of the location being better visibility of the launch ramp, system 4 and system 5, and looking to the future, visibility of both the small boat harbor and the east harbor expansion, once it is developed.

F. Discussion of Overslope Development Plans (Nelson Engineering & Consultants)

Bill Nelson talked briefly about the concept of developing on the overslope for the new building. A potential benefit to overslope development is improved visibility of the harbor entrance and increased parking for the building. This group will need to consider the incremental cost compared to the benefit of additional view and parking. Public Works Director Meyer added that the new trail improvement on that side of the harbor will have to be considered in relation to overslope.

G. Discussion of Need to Demo old Harbormaster's Office and what to do with Lot after Demo in relation to the project budget (Carey Meyer, Bryan Hawkins)

Public Works Director Meyer commented briefly that in this process the group may need to talk about the demolition of the old harbor building, how that will play into the project budget, and if it's feasible to turn the area into parking or put it out for RFP.

H. Evaluate Whether Ramp 2 Restrooms should be Incorporated into the new Port and Harbor Building (Carey Meyer, Bryan Hawkins)

Public Works Director Meyer noted they will want to make a decision if they should include a replacement of the restrooms in the budget.

I. Overview of Construction Types and Pros and Cons of each for the new Port and Harbor Building Project. (Nelson Engineering & Consultants)

Bill Nelson commented that they will want to think about what kind of building they want. For example do they want more of a warehouse style or do they want it to be more of a focal point? There was brief discussion that a focal point in the harbor is preferred. They touched on the importance of it being low maintenance but able to hold up to the weather. Energy efficiency is key. Mr. Nelson commented that it will also be designed in relation to the flood zone and flood elevation standards that are in place for that area of the spit.

Cathy Ulmer, Port and Harbor Advisory Commission Chair, was given an opportunity to comment and she noted that the Commission envisioned this on the other side of the harbor, they recognized the importance of esthetics because this will be the beginning of the development on that side.

J. Discussion of 1% for Art for the new Port and Harbor Building Project (Carey Meyer)

Public Works Director Meyer included this on the agenda to make the task force aware that this is an area that will need to be addressed; he indicated the amount for art will be approximately \$20,000. There will be a point the task force may want to have a representative from the Public Arts Committee attend meetings, and once there is a better idea of the building design an RFP for art can be drafted.

K. Set Date for Next Meeting.

The consensus of the group was to schedule the next meeting for Friday, September 20th at 3:30 pm. Bill Nelson and Peter Klauder will not be prepared to provide information that soon, but the task force agreed they can begin to address the following information:

- Discussion of user groups to focus on getting information to and feedback from;
- Harbor staff will compile a list of duties and responsibilities of the Harbormaster's office.
- They will address the spit comprehensive plan relating to the lot the old harbor building is on;
- Public Works Director Meyer will provide a timeline and proposed meeting schedule for consideration.
- Further discussion of room data sheets.

INFORMATIONAL ITEMS

- A. Resolution 13-059 Establishing a Port and Harbor Building Task Force and Specifying a Scope of Work

COMMENTS OF THE AUDIENCE

Cathy Ulmer commented that this feels good. It feels like a great team, and things are going to happen.

COMMENTS OF CITY STAFF AND CONSULTANTS

Bill Nelson thanked the group for this opportunity and for putting their confidence in him; he believes they will be glad they did. He is really looking forward to this project.

Peter Klauder echoed Bill's comments. He is delighted to be on the project as Homer Small Boat Harbor is close to his heart as well.

COMMENTS OF THE TASK FORCE

Mrs. Ellington commented that the list of harbor responsibilities for the justification of this project is a great idea and she will include the administrative staff roles as there are harbor users coming in daily.

Mr. Hartley said he is amazed we are here. He feels that the communication part of the process is important for the community and the harbor users as well.

Mr. Hawkins said he has traveled the state and used most of the harbors when he was at sea, and most of the harbormaster's offices are a lot like ours is now. We have an opportunity to step out front and he is excited about it.

Mr. Lewis suggested when they talk about 1% for art that they bring in mariner groups to talk about what they might like to see there and what will best reflect the harbor, whether it's historic or modern.

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Chair Howard agreed this is very exciting.

ADJOURN

There being no further business to come before the Task Force the meeting adjourned at 6:45 p.m. The next regular meeting is scheduled for September 20, 2013 at 3:30 p.m. at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____