

Public Safety Facilities Review Committee
Tuesday, February 11, 2014
7:00 p.m.
Council Chambers, Albany City Hall

1. Call to order
2. Roll call
3. Approval of January 28, 2014, minutes [Pages 2-11]
4. Comments from the public
5. Adoption of committee mission statement [Page 12]
6. Fire Station 11 issues – Chief John Bradner
7. Questions to answer [Page 13]
8. Issues to address [Page 13]
9. Tasks to complete [Page 14]
10. Next step: Police building tours: March 4 and March 6
11. Committee thoughts and comments
12. Adjourn

Please sign up for a Police Department tour: 6:00 p.m. Tuesday, March 4, or 3:00 p.m., Thursday, March 6

Next committee meeting: 7:00 p.m. Tuesday, March 11, 2014, Council Chambers

DRAFT
Minutes
Public Safety Facilities Review Committee
Tuesday, January 28, 2014
7:00 p.m.
Council Chambers, Albany City Hall

Committee members present: Skeet Arasmith, Geoffrey Berg, Dave Burrigh, Tom Cordier, Sharon Edwards, Patrick Hagerty, Frank Morse, Chris Norman, David Reece, Greg Roe, William Ryals, Martha Wells, Buzz Wheeler, Ralph Wyatt

Members absent: Mike Martin, Janet Steele

Staff: Wes Hare, City Manager; John Bradner, Fire Chief; Mario Lattanzio, Chief of Police; Marilyn Smith, Management Assistant/Public Information Officer

Dave Burrigh, committee co-chair, called the meeting to order at 7:00 p.m., thanking those present for attending, especially those on the committee. He said it was so nice to be able to put calls out and have people eager to step forward, knowing this is an important issue and important to the community. He said it's going to be an interesting journey; he has no idea where the effort will end up.

City Council President Floyd Collins welcomed committee members on behalf of the Mayor and City Council. He said the Council was unanimous in wanting a citizens group to take a fresh look and unanimous in not wanting to specify a process, staying hands-off. As long as the committee addresses those needs in a responsible way, the Council will stand behind its recommendation. Public safety is the cornerstone to community development and economic development, he said, and reminded the committee that if the Council can do anything to help them, tell staff.

Burrigh said when Floyd first called, he told him what the idea was, assured him it was hands-off, and that the committee would not be making a final decision but a recommendation. The Council wanted a fresh look at the entire process and no preconceived notions: is anything wrong? Does anything need fixing? What is the timeline? Burrigh said he's not sure because they don't have all the facts yet, but he is pleased that the Council has taken the position they have.

Frank Morse, co-chair echoed Burrigh's comments of appreciation to the committee members. He said when he and Burrigh met in City Manager Wes Hare's office with Collins in December 2013, they were assured that they needed to operate in an independent way and assess facility needs based on facts. The committee has a lot of information to go through; not all that is available has been copied but it is available. Morse noted that each meeting's agenda would have time set aside for the opportunity for public comment. He said the committee needs to think about is how to engage the public, as the public side of the committee work is going to be an important issue.

Comments from the public

Ray Hilts spoke to the committee. He said it is very important that the City Council has asked them to evaluate if whether Albany needs a new police station or should remodel it and also the Fire Department. He said he reads the letters to the editor every day, some with comments that are derogatory. He said he is glad committee members have volunteered their time to let the people of Albany know what is needed, if it is needed.

Committee introductions

Burright asked each member of the committee to describe their background, and any comments or concerns that came from the November election that they had or that they were hearing from the public about why the bond measure failed. He said he was curious to hear if there are any common themes.

Member Ralph Wyatt said he has been employed as administrative officer for Linn County for 22 years, and is involved in a variety of things including facility projects including the Fair/Expo as it was built, and a wing on the jail. He spent 28.5 years in the Air Force, some of it flying, a lot of it in civil engineering, and has other experience in determining need for other public buildings. He has an engineering degree from Oregon State University, and an MBA from University of Southern California.

Member Martha Wells retired as publisher of the *Albany Democrat-Herald*, and had facility needs to address there and at other newspaper. She also participated in a facilities assessment for the Albany school district before its bond issue was put forward a number of years ago, and that effort was similar in points of interest and concern. She said one thing she heard from the public about the recent bond measure was concern whether this should have been one bond initiative or two, an option of either/or or both. She does not have a position, just said it has come up.

Member Buzz Wheeler has lived in Albany for 22 years and is the owner of Coastal Farm & Ranch Supply. He said the City of Albany has been very good to Coastal Farm and his family. He considers public safety the Number One thing that government does. He said he was astounded on both sides by the low voter participation. He wants to be involved in this committee and has no preconceived ideas of what it should do. He said he is here to give back and is pleased that he was asked.

Member Tom Cordier said he has been in Albany about 44 years, and is in his 15th year of retirement from Wah Chang. He spent 28 years there, starting as an engineer, and then an administrative officer, later sales and marketing responsibilities. For the last year or so he has been a conservative activist, brought some initiative measures to the voters and was successful in providing guidance to the City Council on some charter amendments. He said he had approached the Council and asked them to break the bond measure into two segments and that idea was rejected. He said one reason the measure failed was the process the City had chosen to use -- the design-build process; he was told the way that process works is the voters approve the measure, then the City tells them what they're going to build, and he doesn't think that's the right way to do it. The run-up to the ballot was focused on the need and the idea that if we tell them we need it, voters will approve it and it didn't turn out to be true.

Member David Reece said he has been in Albany since 1982. He is a civil engineer and has a firm in town, has experience in developments and on several build-out projects. He has been a member of YMCA building committee, went through development process to determine what the proper project to bring to the public and foster some giving. He is also a property owner in downtown Albany, have gone through the process of his own needs assessment, engineering and contracting. He said that although he favored the ballot measure, he too felt that the presentation of what was on the ballot did not have enough detail or specificity to let the public know what the two buildings might be and what they were comprised of. He felt comfortable that the needs assessments done in the past probably drove the budget and the decision to put it on the ballot but that wasn't communicated well enough to the public.

Morse said he moved to Albany in 1972, and has been proud of this community ever since he's been here. His kids graduated from West Albany High School. His business career was with Morse Bros., where he was president and CEO for last 20 years. He has since retired and served in Oregon Legislature for 10 years.

Burright said he came across the river from Corvallis in 1976 when he started working at the Linn County Sheriff's Office. In 29 years there, he worked his way up through the ranks and was sheriff for the last 10.5 of those years. He was the sheriff's representative in the construction of the new jail that opened in 1989. He went through every phase of that project in detail. Because of that experience, he said it may be easier for him to read some of the background materials. He was sheriff when a new wing was added on to the building. He served as executive director of the Oregon State Sheriff's Association after retirement, and has done some consulting and teaching since. He said he was trying to be retired when Collins called.

He said he had debated with himself whether to admit that he did not vote yes in November, and doesn't think anyone in his house did, not because the need wasn't there but he didn't feel that the City had done its homework yet. He said he was used to seeing programming documents and that kind of detail before the project was sent out to the public. He said he's not so sure I was wrong. Since getting involved with the committee, he has the opportunity to look at background material and found a lot of things that he didn't know about, but that sense of wanting more detail is the one thing he's heard over and over and over since his and Morse's names first appeared in the paper that we were going to get involved in this. Even if the information is there, it's going to be an interesting challenge to get that information to the public.

Member Geoffrey Berg said he came to Albany in 2001. He is a dentist, received his education at Oregon Health and Science University, and is the managing partner of his practice, which has several offices throughout the valley. He said he was asked to serve on the committee and felt it was an important thing. As a first-hand recipient of services of the Police and Fire Departments, Berg said he understands what they do and how important that is. He said he doesn't want to give a blank check but if things do need to happen, make sure they're done the right way.

Member Chris Norman was born and raised in Albany. He works for the Oregon Health Authority in Salem and before that worked for Samaritan Health Services. He has been involved with various non-profits and committees, is currently a member of the school district budget committee. He wanted to get involved with this effort based on communication going around in the community. When before it failed, a lot of the comments he heard were not so much about the need but a lot of misinformation, not understanding what was being asked. He is looking forward with this group to learning more and to help get the information out to the community.

Member Sharon Edwards has lived in Albany for almost 40 years; she is retired from Qwest. She serves on the Carousel board and on the City Parks & Recreation Commission. She said the main reason she told Burright she would be on the committee is that she is very concerned about safety. People have talked to her about possibly breaking up the two measures on the ballot.

Member Greg Roe is executive director of United Way of Linn County. He said he lives downtown, so the fire station is kind of in his area. Through his work in the social service sector, it dawned on him how many important buildings are in that fire station's service area. He said he is not leaning one way or another. He said he thinks he's got his ear to the ground most of the time, but didn't really hear any talk about the bond measure before or after and didn't get a sense from anyone one way or another. He said he votes every time, and thinks the vote was not well publicized either way; that's why voter turnout was so low.

Member Skeet Arasmith spent about 40 years being an employee of or doing training for local government. He spent 10 years at Linn-Benton Community College. In 1984, he started a couple of companies in Halsey and moved them to Albany when they outgrew the building. He has traveled all over the world providing training on operation, maintenance and management of local utilities, primarily water and wastewater. He retired about six years ago, closed two businesses, and kept a small publishing company; he still writes and has an office at 13th and Elm. He said he tried to stay away from local government when he retired, but Cordier, being a long-time friend, talked Arasmith into helping out with the ballot measures. Why did the bond measure fail? Arasmith said he had an opportunity to spend some time with two of the Council members leading up to the election and he is convinced that one reason the bond measure failed was a failure to market. That can be viewed a number of ways, but it seemed to him to be a failure to provide enough information for people to make a decision. "When we put our hand out to put it in people's pocket, the common response will be 'no, unless I can see a benefit,'" he said. Given the option to vote for something that will cost more in taxes, he said, his first response is to say no; show me why I should vote yes.

Member Bill Ryals said he was born and raised here, is a fifth generation Albany resident, and is an architect here. He said his great-great-grandfather walked out here in 1851, walked back and got his family, and settled here in 1853. His wife's family came here with from the Dust Bowl. He said he got his architecture license in 1984 in San Francisco. He loves Albany and has worked on over 100 projects, from a million dollars in value to over \$300 million, and has done probably 20 projects in Albany.

He voted against the bond measure because he didn't have enough information to make an informed decision. He believes what this committee recommends will pass.

Member Patrick Hagerty said he is chair of board of directors for Samaritan Albany General Hospital, where he was born; serves on the Samaritan Health Services board, and will be chair next year. Recently he became an assistant professor in the department of oral and maxillofacial surgery at OHSU and is helping to build a new program there. Albany has been awfully good to his family, he added. If there is a base need for government, it's public safety. He agreed with everything on the list – two issues, more information. He lives outside the city limits and knew nothing about the bond measure. He said he heard nothing at the office, nothing from any source until it failed and then wondered why did that happen? He said he is going into this study as fairly impartial and wants to have good solid information to get out to the voters.

Fire Chief John Bradner has 29 years experience in the fire service, starting as a volunteer. He has been chief in Albany for 5.5 years. He thanked each and every one for their involvement. He said he is passionate about this project and has put a lot of time and energy into replacing the downtown fire station. Any fire station needs the ability to remain operational in a major disaster; that is the key to making sure that public safety is able to be delivered. Those who built Station 11 didn't think about those issues when they built that station, which is going on 65 years old. Albany needs to make sure it can deliver that service. The other important factor is to make sure the building is safe for firefighters to be in.

Police Chief Mario Lattanzio has been in Albany as chief for 6.5 months. He came here from Mesa, Arizona, where he spent 20 years and was assistant chief when he left. The Mesa department was finishing building a substation at the time and he was involved in that and with the bond process there, but the environment was different from Albany. He has seen first-hand the needs we have, types of things he's used to having in a facility, this one doesn't have – a community room, holding cells. When the committee tours the Police station, they will get a chance to see what's been done over the years to use the space in the building. The committee will need to consider the future growth of the city and crime rates; property crime in Albany is 20% above the Oregon average and one of his focuses is to drive that down. Having a newer facility will help with that. He thanked everyone for taking their personal time to support the Police and Fire Departments and the community. His aunt grew up here, so he has a tie to community. He has enjoyed being here so far.

Hagerty asked the two chiefs why they think the bond failed. Lattanzio said the building going on in Mesa when he left was a design-build that was part of a larger bond package. Albany's bond was more specific but not enough information went out. The Department advertised a tour of the existing building a few weeks before the election and only two people came and they were from Corvallis. No one showed up to even look. Bradner said he thought it was lack of information also, but has also heard from a number of people since it failed that if the bond had been split into two measures, they would have voted for this or they would have voted for that.

Burright noted that both chiefs were at the meeting in a non-voting capacity. He reviewed the list of bond failure reasons (see attachment) that members had mentioned. He said something the committee needs to talk about at some time in the future is the restrictions the City is under in marketing their own bond; their hands are tied behind their backs. If the recommendation is to go forward with something, the committee needs to look at that as well.

Housekeeping

Morse introduced Marilyn Smith. He told the committee that they are a public body and asked Smith to explain what it means to be in the public arena. Smith said the committee is officially an advisory body to the City Council; it has the authority to make recommendations to the Council, making the committee a "public body" and subject to Oregon Open Meetings Law. Meetings are all open to the public, will all be advertised ahead of time, agenda packets and materials will be online, web page has been set up, and agenda materials will be posted online on the Friday before each meeting at the same time as committee members receive them by email. The committee can make decisions by consensus or by vote; the chairs prefer consensus if that's possible. The committee has 16 members, so nine make a quorum. Smith said she is taking minutes and is making audio recordings of the meetings to assure accuracy. She also

explained that site visits are not subject to the open meetings law so would not need to be advertised or recorded in the same way.

Ryals asked about restrictions related to discussing committee matters among themselves or with people outside the committee. Smith said there are restrictions about deliberating toward what you may be making a decision on and discussing any of the information the committee will be talking about should be confined to its meetings. She encouraged them to resist communicating about committee business by email; any deliberating toward what the committee will decide should be done in committee meetings.

Cordier said Smith had described how the committee acts inside the meeting room and Ryals had asked how we interact outside the room. Cordier asked how many people can I email that says I really want you to vote you for the item we're going to talk about tonight in the affirmative and not have an obligation of some financial penalty that can be applied to public bodies. Smith said don't do it at all. City Manager Wes Hare said it would violate the spirit of the public meetings law. Technically, a member could not do it with a majority of the committee, but Smith's answer is better: if you are lobbying people, that's outside the spirit of what the law is all about. Hare said the committee is a public body and they are deliberate in public. Cordier said he knows that but the other also plays a role. Burrigh encouraged members to talk to the public about what they are doing.

Morse noted that written communications among committee members or with staff related to committee business are public records; don't put anything in email that you wouldn't want on the front page of the paper. Ryals said he's had 10 people say I saw your name in the paper, I'm glad you are doing that. This process has started a much wider public discussion than was apparent at the time of the election. Already it's making a difference. Morse said every member has a sphere of influence and the committee will find ways to engage the community and listen.

Cordier said, as he understands it, the issue is you can't try to work toward a vote. We can talk amongst one another but as long as I'm not pushing the issue to get a vote a particular way, that's the violation. Smith said that violates the spirit of the law. Hare said staff advice is fairly conservative – it's fine to share information, to talk to other people but if you're actively trying to lobby to get someone to do one thing or another, you're not on safe ground. Wells said it plays into how well the public responds to the recommendation from this or any other committee and that's how much they trust the committee and how trustworthy members are in representing their best interests.

Decision-making and survey process

Morse said he and Burrigh hope the committee will process information in a way that leads to consensus. The group can always fall back to Robert's Rules, but solid consensus carries a lot of weight. He described a survey process that he had employed in private business: when a matter is being discussed, any member can call for a survey of the group. When that call is made, discussion stops and every member of the committee will offer their information, insight, and input to the issue at hand. Discussion can then resume. Morse said he has found that, this way, a group can come pretty quickly to a decision. He proposed that the committee use the process.

The group agreed by consensus to adopt the survey process and reach decisions by consensus, falling back to Robert's Rules if needed.

Background documents

Hare spoke briefly about the information contained in the three-ring binders given to each committee member. He said most of it is three studies that were conducted by the City over a period of time, beginning with one by Berry Architects, Eugene, in 2002-03, for the Police Department, assuming at that time that we needed a new facility and identifying places it might be built. In 2010-2011, ZCS, a firm in Klamath Falls with experience in public safety facilities, did both analyses for police and fire, including potential layouts, space needs, and locations. Smith explained some additional documents that had been accidentally overlooked when the bulk of the documents were copied. They are not page-numbered.

Hare said the collection of different pieces of information is all part of the process. He said Chief Bradner told him the discussion of whether to replace the downtown station has been going on for 20 years. Other materials are available as well. Hare added that his role here is to be the committee's servant.

Burright said he had gone through the full packet of background information and culled out some documents of marginal value. He said he hadn't intended to include the Berry study originally but did after reading a guest opinion by Gordon Shadle in the January 13, 2013 *Democrat-Herald*. All the background documents are listed in the agenda packet. Burright said if a member sees something they would like to bring to the group, please do. He said it is important for everyone to go through this information.

Committee brainstorming

Burright said group discussion would be wide open but would like to start by making some lists of questions, concerns and tasks that could be revisited and changed at each meeting. He expects some issues to be struck from the lists fairly quickly and he would be shocked if additional items are not added. When the committee finally decides that it is done, everything on the list will have been checked off. The evolving lists will also let the Council and the public know where the committee has been. When someone says to Greg, did you consider this, he can say, yep, we did.

Ryals asked about facilities tours. He said he is a very visual guy; to really understand these documents people need to walk through the buildings and see what's going on there, what it is like, how are they using it, how does it work. He said there is a big gap between general understanding and seeing it on the ground. Burright said the next item on the agenda is to set facility tours. He noted that he hasn't been in either building since he retired in 2005. He said he could not talk to any member of the public after being and reaching a decision without going through the buildings himself.

Questions to answer / issues to address

Wyatt asked if some census processes had been going for a long time? Are building locations are wide open? Are locations specific? Constraints? Has property been purchased? Does the City want the fire station in basically the same place as it is? Burright said property has been purchased but if the committee says those locations won't work, the buildings out to go someplace else, that's the recommendation.

Hagerty asked if there is a time constraint. Morse said the question is probably when do we need to wrap it up? He doesn't envision drawing it out. Hagerty said, assuming this results in a bond, do we want to time it to a specific election? Discussion followed about potential money measures that may be coming up for a vote from other local governments this year and beyond. Arasmith said we need a list of potential bonds that may go out there, on ballots; if we decide there should be a bond issue, what is the timeline associated with election; timing of a ballot measure, what goes into that. Morse asked Hare if the City preferred a general or primary election over calling a special election. Hare said the City would want to avoid elections when a double majority vote is required.

Wyatt said, in his experience, there are standard square footages required in police and fire buildings based on population of the city. Is that in here? Burright said national standards are in the material, and they are based on number of staff anticipated 20 years out. One question might be how is number of staff in 20 years computed; is that number valid or not, because that drives the size of the building.

Norman said that standard is based on the kind of policing we know now, but if there's a technology change, would there be a different way to do that. He said he doesn't know that policing will change that much in 20 years but health care certainly is.

Tasks to complete

Burright said the committee has tasks: for instance, read through documents, tour the facilities. The committee may also have tasks that they ask the City to do before moving forward.

Ryals asked Bradner about an analysis of the existing facility: could it be remodeled or does it need to go in a different location? He said we know it's old and doesn't meet seismic standards but it's historic; have staff explored reinforcing it vs. taking it down and building over. He has the same questions about the police station: is there room to expand on site? Does it need to go to a new location? What are the limits of the building? Reece said we know something has to happen at the Fire Station but police station is completely jam packed. Some of the metrics are there; the population has doubled in size. The committee needs to look at national standards, is Albany using what other communities are using. The one thing that popped out when Lattanzio was speaking was that property crime is 20% higher than in other communities: does that require different staffing?

Morse said, in terms of public consumption, those metrics are very important. Ryals said facilities get older and spaces get tight, it has a real impact on manpower. What are these restrictions causing in terms of overtime, efficiencies of employees far outweigh the price of the facilities. Cordier said that's why one of the major concerns is the location of the Police Department and the synergy there with the Linn County Sheriff's Office. It aids efficiencies a great deal. Cordier said he understands that the police department was built to expand. The committee needs to know what the expansion route was and whether that's still viable.

Arasmith asked about the methodology used to do population projections, and how accurate has it been. Reece said he would read through the documents but requested that a 15-minute presentation from each chief, take a look at the metrics and look at what's the future of the fire service and police services. Police have MDTs and PSs in their cars and nobody talked about that before 1990. Morse suggested dedicating a meeting each for police and fire, start with a building tour, come back and have presentations by the chiefs. He said he had been through the police department several years ago; it was revealing.

Burrigh said a citizen had called him, insisting the proper place for the police building would be the property next to the jail on the north and east sides. He told the caller that, years ago, he had wanted Linn County to buy that property for future expansion for the jail and had Wyatt contact the railroad. Wyatt said the site is where the roundhouse and a whole variety of maintenance operations were. He said it is a Superfund site, and the railroad invited the county to buy it to deal with the cleanup. It is used as a reload facility now. Wyatt said it is not a place where the committee would want to go. When the office addition was built on the jail, he added, it was a very expensive process. It is an old log pond site and not a great site to build on.

Arasmith said he would like to get annual maintenance costs of existing facilities, and some kind of breakdown of energy, lighting, etc. Would a new building be more efficient or not? Hagerty add to that staff costs because of facilities, such as worker's comp claims. Arasmith added that, if energy costs could be reduced by 25% at a new facility, for example, what would that mean over the long haul.

Cordier said in the \$20.3 million bond, about 25% was so-called soft costs. In his view, he said, there were a lot of architectural fees. Touring the facilities should be much broader than just touring the existing buildings. He said he believes there's a police building out there somewhere in Oregon that someone would fall in love with, with costs already known. Scio put up a fire hall at very inexpensive prices. He would like to tour regional facilities, looking for the right design to avoid those fees.

Roe would like to know how current facilities have restrictions on communications, work flow; how does it affect communications among departments. Ryals said you learn to live with it until half your time is spent running around. Burrigh asked for clarification. Roe said some buildings put barriers up between people or functions. Buzz Wheeler's stores are all set up perfectly. The functionality of the building is what Roe is thinking of.

Wheeler asked if the committee will have hard costs when it finishes its work. The City asked for \$20 million; this is where we're going to spend the money – do we have that? Burrigh said not to that level of detail. Wheeler confirmed that Burrigh had voted against the bond measure. Burrigh said that was true, but he didn't have the information that the committee has since been given. Wheeler asked the cost breakdown of a new facility for each department and what will happen to the existing sites if they are not retrofitted.

Wyatt asked if each facility had a scope to determine cost. Hare said yes, that was in both facility studies. Wyatt asked about a final scope and square foot costs. Hare said it's a range, because final costs wouldn't be known until the project is put out for bid.

Arasmith said he'd like to hear from Fire what they like best about the other stations. For police, in other facilities they've seen, what could they say they really liked or this worked really well? Ryals said architects ask what really works and what do you really hate? Wyatt said it would be good to have information about recent facilities constructed in Oregon, police and fire, costs and square footage. Reece noted that the 201 study reflects \$200 to \$240 per square foot construction costs; some of the costs today are in the \$300-\$340 range.

Ryals said much of it depends on the site. He said he felt a little like the committee had backed away from SuperFund site. The solution is not to turn away and hope they'll go away. At some point, they have to be developed. To just discard that location out of hand seems premature, at least until you look at what other partners might be involved. If the railroad wants to get rid of some property, that's kind of news because typically they don't want to get rid of anything. If they want to get rid of it and be part of solving the problem, something to consider, Ryals said.

Cordier said there's a lot of land to the west of the police site, some of it in county ownership, so that could present an opportunity to have partnership with the City and the county. Wyatt said the county just remodeled the building there and is using it for evidence. Ryals noted that obviously there's been a property search, but there's still a big question of what happens if the police station and county jail become farther apart.

Norman said he's heard questions from others about consideration of other available properties. How will the committee follow up on those suggestions without spending hours or weeks or months. Discussion followed. Burrignt said the task list should include "review potential sites." Arasmith said he assumed that the background materials include information about building footprints if constructed at other locations. Morse said the metrics are in there. Hagerty asked if the chiefs could offer the opportunity for more than one tour because it's going to be critical that everyone gets a chance to look at the facilities.

Reece said he wants to hear the specific criteria of each site, what is important about the location of each one. Morse said he would like to talk about financial alternatives; that is a major issue.

Cordier said his guts tell him that we all know where the fire hall is going to go but where the police department goes is the big issue; it will take weeks to sort out those locations. He proposed that after the chiefs make their presentations and the committee does tours, the committee should come to a resolution early whether to focus on fire department needs and run with that and separate the two in time. Cordier said to him, one is much more difficult than the other. Ryals said it would be a little confusing to do both at one meeting. Burrignt agreed.

Burrignt asked the group to consider the level of severity: is one property severe enough that we ought to be out shoveling dirt and the other can wait a year or two or longer. Ryals suggested expandability and flexibility of going forward; we don't want to just build a new one and 10 years later need to do it again. Burrignt said both are looking at 20 years out.

Morse said the committee is defining succinctly the issues they believe they should tackle, then each issue will be a decision point. The issues will be part of the record of finding of the committee's recommendation. He suggested the discussion become an ongoing, living document.

Meeting schedule

The group discussed timing of meetings and site visits and working around other obligations. Morse will be away Feb. 7-26, Burrignt will be away Feb. 16 for about three weeks.

Decision: second and fourth Tuesday nights.

Morse asked when the committee would like to complete its recommendation. Discussion of timing related to potential election dates follows. Wyatt said credibility is an issue so the committee should be able to show that they have thoroughly studied the issues before making a recommendation. He said the earliest this group could come up with a recommendation is 90-120 days.

Ryals said 90 days seems right with two meetings a month, one focused on police and one focused on fire. Norman said there is some urgency to make this happen and keep things moving but if the group gets into a really meaty discussion and it takes a few more meetings, they should commit to that. Wyatt said it may get to a certain point where the committee needs more information. Wells said the group needs a couple of options for tours and invite the public to join us on a walking tour. Smith and Hare noted that the tours are not required to be public meetings. Wells suggested inviting the public to join them and hear their comments as well. Hare said he is concerned about getting large numbers of people into the two buildings, which are both working facilities. Ryals said the tours are intended for fact-finding, with the group deliberating in open sessions at City Hall. Roe said in the long run, we want the public in those facilities so they see what we're thinking about and talking about when making a decision. Ryals suggested scheduling an open house after the committee has been educated.

Cordier said he thought he heard Hare tend to advocate for splitting the group up to have less people to move through the facility. Hare said no, it could be a problem to get the entire committee in each building at one time.

Decision: schedule two times in each facility, one at daytime, one at night.

Hare asked if staff could schedule the tours and let the committee know when. Morse and Burrigh said they planned to meet with Hare, Smith and both chiefs the next day to put together a meeting schedule. Morse said he had scheduled a tour of the Police Department the next day as well.

Reece asked about Wells' request to open up tours to the public in the interest of transparency. Morse suggested posting notice and asking visitors to pre-register. Bradner said the Fire Station hosted an open house prior to the election to coincide with the annual Treasure Hunt and about 1,000 people showed up with 200-250 taking tours of the building. If families hear about an opportunity to tour the fire station, they will show up. Morse suggested doing public outreach when the committee comes to a recommendation. Ryals said he sees the chiefs as his clients; they might not be as candid with him with the public there. He feels that these tours are for the committee so they can get their arms around the situation and open them up to the public later when the committee knows more.

Cordier said he agreed that the first tour should be fact-finding for the committee. He called for a survey. Survey: just the committee this time but agree to make sure to invite the public at some point.

Final thoughts and concerns

Burrigh said the co-chairs want to conclude each meeting with a final survey of all members to hear what they're thinking, if they have any concerns, complaints or requests.

Arasmith said he wants to look at not just Fire Station 11 but the others as well.

Wyatt said so far, so good.

Wells said she is concerned that discussion so far has not touched on the police and fire departments being interdependent or about their relationship with other public safety agencies and how they work together in response to a disaster. If Albany has an earthquake, the condition of one building would not be the community's only concern. Reliance on other communities with facilities that might make it through an earthquake could be something to consider.

Wheeler said it's going to become obvious if one facility will take less time than another and he wants to follow that.

Cordier said the group didn't talk about Mr. Shadle's article in the newspaper (see agenda file). He said he would like the committee to understand the pros and cons of the four choices that a municipality can use to build a public building – design/build, design/bid/build, construction management, or an integrated project delivery system.

Each one of those has a benefit. When he thinks of the bond measure going down, design/build was used and did not have a lot of detail and that is not the way it should be presented in the future.

Reece said more time is needed to continue that discussion. He wants to explore how the bond measure derived and delivered, and is really interested making sure that the group takes look at consultants' recommendations of the past, compare those to today and the future. What he's seen in skimming through the materials is that property purchases weren't made willy-nilly. He said he is encouraged by what he's seen so far in the documents and is interested in discussing the benefit-cost analysis.

Berg said he is feeling like it's a foregone conclusion that we need to do something. The first thing to figure out is what we need to do and how we're going to pay for it. What it comes down to is money. He thinks it will be shortsighted to just focus on a bond measure as a way to pay for what is needed but look at other revenue sources.

Norman said we're off to a good start. He anticipates all of the committee members talking to a lot of people in the community. He heard a lot tonight about lack of information or misinformation about the bond. He is looking forward to sharing with what the group learns with as many people as he can.

Edwards agreed that the group is off to a good start and agreed with everyone.

Roe said he is happy with the process, is interested in learning and keeping our families safe. He is interested in hearing from the police and departments what it will take to make that happen.

Arasmith said he is encouraged by the level of comments and questions coming out of this group.

Ryals said this is a great group and heartened by this meeting tonight. The tasks break down to educating themselves on what they need to do and do the best they can, then decide how we are going to pay for it.

Hagerty said he wants the chiefs to be really frank with us about what they have and what they don't have. Be as level as you can be.

Ryals added thanks to Collins and City Council for forming this committee. It's a great process, and he believes it will make a huge difference in the community in getting these projects funded.

Burright called for public comment. Gordon Shadle said he had an observation that has to do with the committee: what is its deliverable to the Council going to be? A recommendation? A recommendation in regards to what? The City Manager put out a letter that identified one set of things that he thinks the committee is supposed to be doing. A public service message that came out of the City had a slightly different tack and other recommendations, then the Albany Democrat-Herald editorial board had a whole different spin. He said the committee needs to tell the public what its deliverable is going to be. He says that should be one of the first things the committee should do – define the deliverable to committee actions can be calibrated back to that.

Morse said that was an excellent observation. The group needs to define what our charge is, what are the deliverables that come out of that.

The meeting adjourned at 9:35 p.m.

Respectfully submitted,

Marilyn Smith
Management Assistant/Public Information Officer

PUBLIC SAFETY FACILITIES REVIEW COMMITTEE

Mission Statement

DRAFT

WHY WE ARE HERE

As we believe public safety is the highest priority of government, we will review in detail the need for replacing Albany Fire Station 11 and the Police Department building and make recommendations to the City Council. The recommendations will be either:

- 1) Maintain the status quo;
- 2) Remodel and expand existing facilities; or
- 3) Build new facilities.

If the recommendation is to build new facilities, we will include:

- a) Preferred locations.
- b) Method of construction.
- c) How the improvements should be financed.
- d) When and how a bond levy should be presented to voters.

Questions and Issues

February 11, 2014

- What other issues will be on the ballot?
- Ballot timing
- How was future staffing and City population computed?
- Can the building(s) be remodeled?
- Can the building(s) be expanded on site?
- What are building restrictions costing in staff efficiencies?
- What are annual maintenance/operation costs of facilities?
 - Any worker's comp claim as a result of building deficiencies?
- Issues with flow and communication in existing buildings?
- What is cost breakdown?
- What is to be done with existing sites if no remodel?
- What works well on existing sites?
- Costs of other recent buildings
- Property across the street from the jail?
- Review potential sites
- Site criteria?
- Financial alternatives
 - Other revenue sources?
- Level of severity?
- Understand four ways to execute the project; pros and cons

Task List

February 11, 2014

- Check again on property next to the jail
- Tour regional police and fire facilities
- Early resolution on building sites
 - Focus on police
- ~~Set meeting schedules~~
 - ~~Second and fourth Tuesdays, evenings~~
- Define committee charter or mission statement
- Timing
 - Duration of committee work
 - Election deadlines