



Memorandum

Meeting Details: April 29, 2026 BOC Workshop Meeting
Prepared For: Mayor & Board of Commissioners
From: Marci Forbes, Community Development Director
Subject: Archibald Snack Shack Update

Background & Discussion

Structure Review

Following the previous structure update in January 2026, additional sand was removed beneath the structure allowing for a more detailed review of the substructure crawlspace. Pennoni Associates, who had done an initial structural assessment in March of 2025, returned to conduct a follow up investigation, a report of their findings was issued March 18, 2026 and is provided as an attachment. The results of their assessment were in line with the previous assessment conducted by staff with some additional comments:

- They were able to identify approximately 450 SF of subflooring that will require replacement. The areas are identified in the attached report. We will continue to maintain limited and monitored access to the building as these areas are considered unsafe.
- They identified 2 piles with 5% to 10% cross section loss, one of which is a damaged pile previously identified by staff. The piles can be repaired/reinforced in place.
- No issues were identified with the joists or beams but as previously noted straps will require replacement throughout due to rusting and pitting.
- When the tile is removed and all of the subfloor exposed, additional repairs may be necessary.

The report recommends additional inspection of concealed areas and a review of the second floor framing. Since the last update, the Snack Shack has been treated for termites.

Historical Designation & Repair Plans

Staff is currently reviewing the first draft of the historical ordinance prepared by Kimley Horn as well as the associated applications. The draft ordinance is expected to be ready for discussion at the next BOC workshop, May 27, 2026. In addition, staff is working with the previously selected architect and engineer team through Pennoni Assoc. for construction plans that reflect the information collected on the building in recent months, taking into account necessary structural repairs and the historical components.

Fiscal Impact

To date the following work has been completed and/or is in progress.

Scope of Work	Firm	Value of PO	Funds Spent	Comments
Bldg. assessment & plans (initial review)	Pennoni Assoc. (team)	\$23,500	\$13,350	PO to be adjusted as necessary based on new information & historical designation
Electrical	USA Voltage	\$30,000	\$18,000	Some adjustments may be necessary
Remove sand in crawlspace	Mali Contracting	\$30,700	\$30,700	No additional work anticipated for sand removal
Termite Treatment	Geigers	\$7,700	\$7,700	
Historical LDRs	Kimley-Horn	\$54,000	Work In Progress	NTE PO
Funds Spent to Date			\$69,750	

The construction plans will be updated to reflect recent findings, and a revised plan set with updated scope of work will be advertised for bid. As a reminder, the previous construction estimates from responsive bidders ranged from \$238,062 to \$399,828.

Recommendation(s)

This information is being provided as an update for general discussion. Unless directed otherwise, staff will continue forward with the historical designation process and obtaining revised construction plans for bid purposes.

Attachments

- Limited Visual Crawlspace Inspection Report – Pennoni Associates