

# Council Business Meeting

June 15, 2021

<b>Agenda Item</b>	Community Center and Pioneer Hall Ad-Hoc Committee Scope, Charge and Appointments	
<b>From</b>	Adam Hanks Scott Fleury PE	City Manager Pro Tem Public Works Director
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## **SUMMARY**

This agenda item was moved from the June 1 Business Meeting due to lack of time. At the May 18, 2021 Business Meeting, Council unanimously supported the creation of an Ad-Hoc Committee made up of select community members with expertise in historic buildings, architecture and construction who have expressed interest and willingness in reviewing, assessing and providing recommendations to Council for least cost alternatives for the repair and ultimate re-opening of the Community Center and Pioneer Hall.

The creation of ad-hoc committees is specified in Ashland Municipal Code (AMC) 2.01.090 B with the Mayor having the authority, with Council consent, to create ad-hoc committees or task forces “to deal with specific tasks within specific time frames.” Additionally, the Mayor appoints the members of the committee, also with Council consent. The City Manager establishes the committee scope of work and rules of procedure as necessary.

## **POLICIES, PLANS & GOALS SUPPORTED**

Department Goals:

- Maintain existing infrastructure to meet regulatory requirements and minimize life-cycle costs
- Deliver timely life cycle capital improvement projects
- Maintain and improve infrastructure that enhances the economic vitality of the community
- Evaluate all city infrastructure regarding planning management and financial resources

## **PREVIOUS COUNCIL ACTION**

[June 16, 2020](#) – Staff updated Council on structural, mechanical, electrical, and plumbing (MEP) deficiencies at Pioneer Hall and structural deficiencies at Community Center. Council directed staff to develop a plan to address deficiencies for both buildings.

[October 6, 2020](#) – Staff recommended addressing deficiencies at Pioneer Hall and Community Center via release of a formal public solicitation for professional engineering and architectural services via a Qualifications Based Selection (QBS) Request for Proposal (RFP). Council approved staff’s recommendation.

[April 20, 2021](#) – Staff provided Council with a professional services contract with associated scope and fee for the rehabilitation project, as the next action based on previous Council direction.

[May 18, 2021](#) – Council, with unanimous approval, voted to create an ad hoc committee to review, analyze and make recommendations to Council on alternative means of repair for each of the two buildings and requested that the creation, appointment of members and scope of work be brought forward at the earliest available Council meeting.

## **BACKGROUND AND ADDITIONAL INFORMATION**

Mayoral appointments to the Ad-Hoc Community Center/Pioneer Hall Review Committee include the following:

- Chris Brown, Architect
- George Kramer, Historic Preservation Consultant
- Gil Livni, Residential/Commercial Developer/Contractor
- Shaun Moran, City Councilor
- Stefani Seffinger, City Councilor

Staff liaisons – Scott Fleury, Public Works Director

Rachel Dials, Recreation Superintendent, Ashland Parks and Recreation Commission

### **Committee Scope of Work**

The committee is charged with developing recommendations for the least cost options for the timely repair and re-opening of each of the buildings, either concurrently or in sequence. In doing so, the committee may include options/alternatives to the least cost approach that it deems worthy of Council consideration. Recommendations or options that restrict or alter the historical uses of the buildings shall contain descriptions of those limitations. Likewise, options that expand or enhance potential legal uses of either building shall be described in the final report.

The committee will have access to all available City documents relating to each structure, including all recent reports, analysis, code reviews and other documents that could benefit the final recommendation. Additionally, the committee will have access to the building under the oversight of the staff liaison for visual inspection. No physical alterations to the current condition of the building will be permitted without prior request and approval by staff (materials testing, removal of cosmetic wall coverings, etc.)

All meetings will follow public meetings laws consistent with applicable sections of AMC 2.04. Staff liaisons will assist with public notice, public input, site access and can assist with the development of the final written report to Council with final review and approval of the recommendation document the responsibility and authority of the committee.

### **Schedule/Timeline**

It is anticipated that the committee will commence their work immediately upon approved creation and appointment of the committee and will provide its final recommendations report to Council by the August 3, 2021 Council Business meeting or earlier if the committee so chooses.

## **FISCAL IMPACTS**

Financial implications of this action are limited to staff time in the Public Works and Administration Departments as well as Ashland Parks and Recreation Commission.

## **STAFF RECOMMENDATION**

Staff is supportive of the formation of this ad-hoc committee and is ready to assist and facilitate their work

## **ACTIONS, OPTIONS & POTENTIAL MOTIONS**

I move to confirm the Mayor's creation of the Community Center/Pioneer Hall Review Ad-Hoc Committee, the Mayor's committee appointments and the scope of work developed by the City Manager

## **REFERENCES & ATTACHMENTS**

N/A