

**CITY HALL COMPLEX MASTER PLAN TASK FORCE  
CITY OF REHOBOTH BEACH**

**May 5, 2014**

The City Hall Complex Master Plan Task Force Meeting of the City of Rehoboth Beach was called to order at 1:34 p.m. by Chairman Sam Cooper on Monday, May 5, 2014 in the Commissioners Room in City Hall, 229 Rehoboth Avenue, Rehoboth Beach, DE.

**ROLL CALL**

Present: Chairman Sam Cooper, Stan Mills, Jim Ellison, Jim Horty, Keith Banks, Wayne Neale, Bill Sargent, Lorraine Zellers, Toni Sharp, Ken Simpler, Sharon Lynn, Patrick Gossett

Absent: Mark Hunker

**APPROVAL OF MINUTES**

No Minutes were available for approval.

Letter dated April 30, 2014 from Linda Kauffman, 206 Laurel Street, regarding concerns with the financing and process of the new City Hall project.

**PRESENT AND DISCUSS ALTERNATE BUILDING DETAILS THAT WERE IDENTIFIED AT THE LAST MEETING TO INCLUDE:**

Mike Wigley of Davis, Bowen & Friedel Inc. and Rick DiSabatino of EDiS Company were in attendance at the meeting.

Mike recapped that at the last meeting, all of the fundamentals of the building were acceptable. A few components of the design were focused on. He presented several options related to those components. Mike recapped that the floor plans and the site plan have not changed. There will be tweaking of the various floor plans. There was a desire for Mike to explore simplifying some of the materials to be used. For today's presentation, Mike focused on each of the different elements.

**A. Corner Element**

Six alternative options were presented for review. Mike noted that the corner element is not the dominant element. The main entrance into City Hall is the dominant element. The corner piece should have a circular sensation because it will bring a person around the corner.

Comments from the Task Force were:

1. Simplifying across the front comes through more impressively.
2. A big improvement was bringing the heaviness of the base up into the tower for the corner element.
3. The corner element could be changed more to represent the Bandstand which is a reference point.
4. Having two major elements together on one end of the building will take away from the rest of the building.
5. There would be a significant cost difference if the corner element would be incorporated into the building.
6. The functionality of the corner element would be a caucus room for the Commissioners. This would be a good use of this space outside of the Commissioners meeting room.
7. The corner element is a good way to transition from the front to the side.
8. The corner element adds to the presence of the building. It makes a positive statement and creates a sense of friendliness.
9. Having an element that is pronounced is an appropriate thing to do because it lets people know that it is a civic building.

**B. Police Lobby Element**

Three alternative options were presented for review.

Comments from the Task Force were:

1. A few members of the Task Force liked Alternative 1 because the building looks unified.

2. Material could be simplified.
3. Simplifying across the front of the building comes through more impressively.
4. There are too many elements, and the building has too much geometry in it.
5. Enlarge the Police element and move it the Rehoboth Beach City Hall element so that the white stone element is a rectangle and a cylinder next to each other and combined.
6. Have a hip roof on the front instead of a gable roof.
7. The gable roof is reminiscent of a camp meeting house.
8. The Police Department would be identifiable from the street because it would have a label on the building.
9. The camp meeting house form should be dominant and should protrude out from the rest of the façade a foot or two feet.
10. There was uncertainty of getting rid of the balcony porch area.
11. The maritime look to the structure simplifies the design.
12. Using three separate dormers vs. a shed dormer would cause usable space to be lost.
13. Having three articulated dormers gets too busy.
14. The discussion about the dormers will be left as an open discussion.

#### **C. Sally Port Roof Form**

Two alternative options were presented for review.

Comments from the Task Force were:

1. A gable roof on west side is more traditional, but it is not necessarily in keeping with the rest of the building.
2. The roof on the west side should be consistent with the other side.
3. The shed roof should be kept to match the other side of the building.
4. The low knee-wall would be supplemented with landscaping.
5. Present a design with the removal of the shed roof over the windows on the west side of the building.
- 6.

#### **D. East Facing Dormer(s)**

Two alternative options were presented for review.

Comments from the Task Force were:

1. Dormers should be functional.
2. Wide dormers were preferred all around.
3. Remove four feet of the east side dormer because as designed it looks massive.
4. If there is a basement, back off on the third floor build-out. Frame-in the dormers so they can be built in the future when the attic space is built out. Some of the cost would be eliminated initially.

#### **E. N/S Facing Dormers(s)**

Three alternative options were presented for review.

Comments from the Task Force were:

1. The dormers look flat. If the basic roof form would be steeper and the dormer roof would be steeper, then it would have more spirit to it.
2. Separate dormers have more charm to them.

#### **F. Angled Colonnade Design**

Two alternative options were presented for review.

Comments from the Task Force were:

1. The art deco element over the Convention Center entrance should be redone, and the canopy should be carried through.
2. The entrance to the Convention Center should be simplified.
3. People coming from the north side of the City should be equally invited as people coming to the site from other directions.
4. There is too much mass to the right of the doors to the Convention Center.

### **G. Roof Overhang Supports**

Two alternative options were presented for review.

Comments from the Task Force were:

1. The spars for the overhang on the west side of the building are used to match the east side of the building.

### **H. Miscellaneous**

Five alternative composites were presented for review.

It was noted that the Task Force would get to the point of an approval to spend the money and construct the building by agreeing to the design development phase. Then the proposed design and a recommendation from the Task Force should go to the Commissioners at a Regular Meeting. Hopefully the Commissioners would accept the design and vote for the design development to move forward. After that, there would be a lot of details to be able to share with the public. At that point, the Commissioner would have to accept it again, and then talk in detail about they want to fund the project. Then they would go to the public for the funding option and justification as to why the building is needed. Under the Charter, there would need to be a referendum. An alternative is that M&T and WSFS Banks are interested in this project because it ties to the Community Reinvestment Act. A tax exempt bond would be issued, and they would buy the bond.

Rick DiSabatino said that he will be able to firm up the schematic design estimate.

There was discussion about the possibility of moving the training room on the third floor to the basement, and leaving the third floor as loft space with no improvements at this time. As a result of the discussion, it was decided that the third floor would be completed. The basement would be considered as an add alternate. A suggestion was made to look at one large and fast elevator as opposed to two elevators. It was hoped that the two elevators would be redundant that way if there would be a problem, one of the elevators would be functional. A suggestion was made to better place the Mayor and City Managers offices so there are windows to the outside.

### **Discuss items to be included on future agendas.**

Mike will provide a redesign of the corner element at the next meeting. There was general agreement that the heavier elements between the windows were desirable. The camp meeting house idea would be utilized. The second floor wall would be pulled out so it is predominant. Concrete composition material would possibly be used instead of bricks. The police element would be removed. The only potential porch would be in front of the main entrance. The angled colonnade would be more maritime oriented. The sally port roof would have a shed look instead of a gable look. There will be continual review of the dormers. With regard to the art deco element, some of the redundancy will be eliminated with a façade, and the canopy will continue around. The roofing materials would be metal. Rob Belfiore of EDiS Company will take a closer look at the schematic design and construction cost numbers. Currently, Mike has narratives on the structural and site designs. Narratives will also be written for the mechanical and electrical designs for the next meeting. At the next meeting, this would complete schematic design, and the Task Force would then go to the Commissioners for a public meeting.

### **Discuss setting next meeting date.**

The next Task Force meeting will be held on June 9, 2014 at 1:30 p.m.

There being no further business, Chairman Cooper adjourned the meeting at 3:29 p.m.

**Respectfully submitted,**

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**(Ann M. Womack, City Secretary)**

**MINUTES APPROVED ON  
JULY 7, 2014**

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**(Sam Cooper, Chairman)**