

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

June 9, 2014

The City Hall Complex Master Plan Task Force Meeting of the City of Rehoboth Beach was called to order at 1:33 p.m. by Chairman Sam Cooper on Monday, June 9, 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 (left meeting at 2:51 p.m.), Keith Banks, Wayne Neale, Bill Sargent, Lorraine Zellers, Toni Sharp, Ken Simpler (arrived at 1:36 p.m.), Sharon Lynn, Patrick Gossett

Absent: Mark Hunker

APPROVAL OF MINUTES

No Minutes were available for approval.

PRESENT AND DISCUSS WITH THE CITY'S ARCHITECT;

Recap of design components: Consensus and areas where further study was desire.

Mike Wigley of Davis, Bowen & Friedel, Inc. and Rick DiSabatino and Rob Belfiore of EDiS Company were in attendance.

Mike noted that the narrative highlights and site and structural engineering would be looked at today. He recapped the various components that were discussed at the last meeting. Mike put together a composite schematic design. Rick and Rob will provide an update of the cost estimate.

Review of Site Design Narrative.

With regard to the site plan, a turning radius module was provided to make sure the largest trucks permissible in Delaware could access the site and the various loading areas. He proposed that this would occur on the private side of the site. All of the radii have been met with trucks coming off of Rehoboth Avenue. Highlighted arrows showed drainage patterns to see if some areas will require grade enhancements. A fair amount of fill will be brought in and may require retaining walls and steps. Areas have been identified which will need to be looked at more closely. Series of bio-retention ponds is being proposed to accept water and would be landscaped. Pervious concrete is also being suggested to handle some of the runoff.

Review of Structural Engineering Narrative.

Mike provided structural highlights from the narrative. The soils look suitable to handle spread footings and slab on grade for the basement level. The site is located in Flood Zone X which is a zone of minimal flooding. There is no base flood requirement. The building inspector suggested that Mike look at the closed flood zone which has a base flood elevation requirement of nine feet. The basement is being proposed to put in at 10 feet. If the training facility would be put in the basement, the basement floor may need to be lowered to create more headroom in the basement level. Groundwater was encountered at 7.5 to 8 foot level. This is all relative to sea level. The John Heinz report recommends further testing. At this point, Mike is looking a steel super structure atop concrete foundation walls. There will likely be some rigid frame connections for lateral stability as well as shear walls throughout the building. Typical open web steel joist framing with a slab atop a steel deck would be used. The roof framing would be cold-formed steel.

Review of design components of further study.

- 1. Entry "gable end" façade**
- 2. Corner element**

Mike recapped the alternative options from the last meeting. He referred to the Camp Meeting Association "tent" building which has a gable roof and porch. A photograph of St. Edmonds Church was also provided. Mike provided the preferred alternatives for the corner element, police lobby element, sally port roof form, east facing dormer, n/s facing dormers, angled colonnade and window roof supports. Mike provided 12 studies of the front composite schematic to look at various options for the Rehoboth Avenue façade. There is a stepback requirement on Rehoboth Avenue for zoning. Roof overhangs cannot go into the stepback. The revised schematics comply with the

stepback requirement. The building inspector has informed Mike that public buildings are not required to comply with the zoning code.

The caucus room would be used for smaller meetings, small committee meetings, etc. It would be additional space available for the Convention Center and could be rented at times. There was opposition to renting the Commissioners Room and the caucus room to the public on a regular basis.

Comments were:

1. Several members expressed their desires for the different studies, but there was no consensus.
2. The main element is that of a camp meeting house.
3. Study 5 would not be able to accommodate the caucus room.
4. Study 11 shows the corner element much like a prison tower.
5. A question was raised if the Task Force needs to resolve whether or not there is a caucus room first, then the designs would come second.
6. A more elongated straight top like at the St. Edmonds Church would be more attractive.
7. If the Task Force would like a caucus room, Mike suggested using the previous composite.
8. The penetration of the roof has been changed.
9. The façade which matches Study 0 gives nice articulation and depth to the front of the building.
10. The open area underneath the corner element provides practical reasons such as someone waiting out of the weather for a bus vs. trying to run inside the front door.
11. A way to conceal the back side of the sally port would be an extension of the building which would provide a bus drop-off.
12. The windows have been simplified and are uniform.
13. The window supports have been removed except on the west side of the building.
14. At the Convention Center, the canopy was removed, and the one façade element was simplified.
15. The Art Deco light was removed.
16. The different components are the front façade of the Camp Rehoboth meeting house, the corner design element, the back entry to the Convention Center, two sets of dormers and the west side façade.
17. A few members liked the bus stop element.
18. The pergola over the entrance to the building looks unfinished.
19. The corner element was the previous composite should be incorporated in to the design.
20. A two to three foot overhang would be fine for the front façade of the meeting house element.
21. There was consensus that the corner element should be a freestanding element without the roofs intersecting.
22. The corner element does not read as a vertical element because of the inset nature of the second floor as opposed to the continuity of the two floors.
23. Mike will take Scheme 11 and work in the corner element.
24. How the materials go into the design will affect how the detailing is done.
25. The round corner element will match the entrance at the Convention Center.

Review of updated construction costs.

Rob created a more detailed estimate since the last meeting. This estimate was provided to the Task Force. The format of the summary was kept the same as last time for ease. The Parking Meter and Main Street building has been included in this estimate. All of that cost is in Phase 2. Phases 1 and 2 have been kept separate for now. A geothermal well system was added to the estimate. Some of the renovated and temporary construction stayed the same. The phase construction dollars were reduced because a lot of the phasing is built into the estimate. The sale of the 306 building is still reported on the estimate. With regard to alternate pricing, 8,000 square feet has been added in the Phase 2 basement, 3,500 square feet was added for fit-out and 6,300 square feet was deducted of the third floor fit-out. The grand total estimate cost is \$15,293,097. The cost can be adjusted if any decisions are made on the schematic design estimate. Mike did not know if the soil will be usable to raise the parking lot. No new borings have been done. The 1.5% owner's contingency is not a typical number because it depends on the owner. Consideration has been factored in that this project is a considerable way out from actual bidding and construction. An escalation could be added to the estimate.

Establish next step.

The phase the Task Force is in is the schematic design. When the Task Force is satisfied that the design is complete, then Mike will come to a Commissioners meeting to the process for the design. Then the Commissioners would take a formal vote to accept the Task Force's presentation. Then Mike and Rick will have a design development proposal to go into the next phase of the project. The Commissioners would then vote to authorize the

execution of the design development. The Task Force will need to firm the numbers for the cost of the project. Then the Commissioners would bring it back to a meeting or series of meetings to decide how to fund the project and present it to the public. Then the financing would be discussed. Ultimately, there may need to be a referendum authorizing the Commissioners to borrow the money to construct the building.

Review and discuss the schedule and tasks going forward.

It would be fair to say that the schematic design phase has been more than one year. The next phase of design development will take approximately one year to move forward with construction drawings. Hopefully, the next meeting will determine the final schematic design. Treatment of the attic and basement will be pushed off to the design development. A suggestion was made to have two or three alternatives to give to the public for input. Another suggestion was made for the Mayor to make a presentation of the funding in moving toward the next phase.

Discuss items to be included on future agendas.

There were none.

Discuss setting next meeting date.

The next Task Force meeting will be held on July 7, 2014 at 1:30 p.m.

There being no further business, Chairman Cooper adjourned the meeting at 3:12 p.m.

Respectfully submitted,

(Ann M. Womack, City Secretary)

**MINUTES APPROVED ON
JULY 7, 2014**

(Sam Cooper, Chairman)