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Cape May Convention Hall
 Cape May, NJ

RE: **Final** Meeting Minutes - Building Redesign August 25, 2010

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|----------------|---|---|
| In Attendance: | Martin Kimmel Jonathan Trump Steve Markley Ed Mahaney Jack Wichterman Bruce McLeod William Callahan John Bilotta Al Beale Dennis Crowley Mike Whipple Mary Stewart | Kimmel Bogrette Architecture + Site Kimmel Bogrette Architecture + Site Hunter Roberts Mayor, City of Cape May Deputy Mayor, City of Cape May Manager, City of Cape May Construction Official, City of Cape May Committee Member Committee Member Committee Member Committee Member Committee Member |
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New Business

| Item | Description | Status | Action Req'd By |
|------------|--|--------|-----------------|
| 08-25-10.1 | Martin began the meeting with a Power Point presentation. The first part of the presentation highlighted the decisions made by the Committee to date. The second part of the presentation showed 2 possible floor plan layouts that developed the schematic floor plan approved by Council on 8/17 by a 5 – 0 vote. Plan 6A is similar to the first floor layout of the building bid this past June. Plan 6B is a slightly different version of Plan 6A. There was much discussion by the group on Plan 6A in regards to the layout of the lobby and the adjacent spaces. The hall, retail, backstage and administration areas seemed acceptable. Decisions regarding this plan include: <ul style="list-style-type: none"> • Bathrooms will be only for convention hall. It is not a design goal of this project to provide beach bathrooms in the new building. Beach bathrooms will be located elsewhere, perhaps in | | |

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| | <p>a renovated portion of the Oasis building as discussed.</p> <ul style="list-style-type: none"> • The size and location of the warming kitchen was greatly debated. Ultimately, it should be located that its highest priority is to serve the lobby, second priority is to serve the deck and third priority is to directly serve the hall. It was also suggested that the warming kitchen not take up a prime location on the beach side. • The group would like to see at least one community room added to the building if possible. <p>Plan 6B was not discussed in great detail. The group stated that its major flaw was that the lobby did not open to the beach as well as Plan 6A.</p> | | |
| 08-25-10.2 | <p>The new plans show 2 folding partitions rather than the one so that the hall space could be subdivided into 3 approximately equal sizes or 2 spaces of about 1/3 and 2/3's size. It was noted that an additional folding partition could add about \$100,000 to the project. The group elected to postpone a decision on the value of having the additional partition pending the outcome of the business plan that will be presented by Temple University.</p> | | |
| 08-25-10.3 | <p>During the presentation there were a few slides that described why the new one story convention hall with a side entry could not look like the original 2 story, center entry, 1917 building.</p> | | |
| 08-25-10.4 | <p>The presentation also included 2 schematic building elevations for each of the floor plans. Each elevation contained elements of the 1917 building and the elevation of the currently designed building including arches, columns and awnings. The group seemed to generally be in favor of elevation 6A1 and also appeared to like elements of elevation 6B1. Steve stated that he had possible cost concerns with the building heights in the one story areas but will reserve judgment until they can be fully analyzed. KBA will work to refine the elevations for the next meeting.</p> | | |
| 08-25-10.5 | <p>After the presentation a poll was taken of the group on the plans and elevations. The majority, bt a vot of 7 – 2, favored Plan 6A with elevation 6A1.</p> | | |
| 08-25-10.6 | <p>The next meeting is tentatively scheduled for September 1. KBA and HR will not be in attendance as they work on refined plans, elevations and preliminary cost estimates. The City will try to schedule Temple University for this date to present the business plan if it is complete.</p> | | |

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| 08-25-10.7 | The agenda for the September 8 th meeting will be for KBA to present updated plans and elevations for review. Hunter Roberts will discuss their preliminary cost estimate. | | |
| 08-25-10.8 | Bruce stated that he is still trying to confirm a date for NJDEP to visit Cape May to discuss the new building and any CAFRA permit issues. | | |
| 08-25-10.9 | Bruce asked for any public comment on the project. 5 members of the public stated their opinions on the look of the building, layout of the building, functions in the building, business plan and financial operations. | | |
| 08-25-10.10 | A member of the public asked for the dimensions of the proposed building. Martin stated that he was not exactly sure and would respond later. The maximum building footprint of Plan 6A is currently 146' x 146'. These dimensions are subject to change slightly as the building design moves into the design development and construction documentation phases. | | |

Old Business

| Item | Description | Status | Action Req'd By |
|-------------|--|--------|--------------------------|
| 08-04-10.5 | The Convention Hall Project Team briefly discussed the need to open the jetty during construction. While this is an important issue to the project it was agreed that in order to meet the objectives of the conceptual design phase the group would discuss this item at a later date. Bruce did state that both the Army Corp and the Bureau of Coastal Engineering had been contacted by the City about this item. Each agency did not object to the possible opening of the jetty as they stated they did not have jurisdiction because their records indicate that they had not constructed this area of the jetty. 08-12: This item was not discussed. 08-25: This item was not discussed. | | |
| 08-04-10.14 | For the main hall of the redesigned building the city will provide to KBA its acoustical goals for the space. 08-12: This item was not discussed. 08-25: This item was not discussed. | | City City City |

I believe these minutes to accurately reflect the discussions that took place during the meeting. If there are any disagreements with, or additions to, the above please inform the writer within 3 days of receipt.

Sincerely,

Jonathan S. Trump, RA, Associate