**City of Marine City**

**300 Broadway Committee Meeting Minutes**

**August 8, 2022**

A regular meeting of the 300 Broadway Committee was held on Monday, August 8, 2022, at 300 Broadway Street, Marine City, MI 48039 and was called to order at 5:05 pm by Chairperson Brian Ross.

The Pledge of Allegiance was led by Chairperson Ross.

**Present:** Chairperson Brian Ross, Committee Members Andrew Pakledinaz, Cheryl Ross, Kim Turner; City Manager Holly Tatman; City Clerk Shannon Adams

Committee Member Michelle Nichter joined the meeting at 5:23 P.M

Committee Member Laura Merchant joined the meeting at 5:24 P.M.

**Absent:** Committee Member Sheryl Zimmer

Motion by Committee Member Turner, seconded by Committee Member C. Ross, to excuse Committee Member Sheryl Zimmer due to recent surgical procedure. All Ayes. Motion Carried.

**Approve Agenda**

Motion by Committee Member Turner, seconded by Committee Member C. Ross, to approve the agenda. All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Committee Member Pakledinaz, seconded by Committee Member Turner, to approve the 300 Broadway Committee Meeting Minutes of July 19, 2022. All Ayes. Motion Carried.

**Unfinished Business**

None

**New Business**

Information Gathering Tour of 300 Broadway:

Motion by Committee Member Turner, seconded by Committee Member Pakledinaz, to conduct an informational gathering tour of the 300 Broadway building led by Department of Public Works Superintendent Mike Itrich. All Ayes. Motion Carried.

*Tour Summary:*

*The tour of the building began in the area known as the ‘Teen Zone’. Topics of discussion centered on the finished amenities of the Teen Zone area, redrafting the contract with the Teen Zone to be a month to month lease which would provide a source of revenue, the interest of a daycare in opening up and occupying the entirety of the first floor, the capacity of the new HVAC and fire suppression systems.*

*The tour progressed to the ‘Old Police Department’ section which was used by River Rec Teen Zone as storage. Discussion revealed that the area would require walls, floor, and ceilings to be re-done, old heating elements to be removed which could have asbestos insulation wrapping. A restructure of the heating and cooling duct work was also needed. Verification was given that the new HVAC system was of a capacity that it could be extended into this section of the building.*

*The next section of the tour included the area which was ‘Old City Hall’ and the “apartment” which had been constructed at the time when the first female officer was hired by the police department and included a functioning bathroom and shower. It was mentioned that behind the peak of the ‘fire house’ section of the building was where the only existing original window in the building was located. Additional discussion revealed that the ‘Old City Hall’ area was a possible location in the building for a welcome center, offices, and incubator spaces which could be partitioned off hopefully without losing the aesthetic beauty of the original brickwork. There were comments made about testing of the brick elements and it could have to be sealed or covered if the dust from the brick and mortar contained health or environmental hazards. Also in this area, the Committee was informed there was a bathroom, new ductwork, and they were able to view the ‘old jail’ and there was discussion related to how it and the original cells could be preserved for the purpose of historical tours in the building.*

*As the tour progressed, the beauty of the restored banister of the double staircases was commented on and the tour was completed with a visit to the upper floor, also frequently referred to as the Opera House, and discussions centered on the space being restored to be a performance or a wedding venue and how it had previously been multi-use including having been used as a gymnasium. Additionally, foundational issues such as visible daylight in the cracks in the building were observed and further discussion was engaged in about the American Disabilities Act requirement of an elevator with suggestions that included installing an exterior elevator as a non-contributing element to the historic value of the property and that, if needed, excavation could occur to allow the elevator to reach the basement, but that wouldn’t be necessary provided the basement was only used for storage.*

*Due to the current state of the basement, a visit to the basement was not included on the tour. Also, the bell/clock tower was not toured due to it being locked and a key not available.*

Post Tour Discussion:

City Manager Tatman informed the Committee that at an upcoming meeting in order to move forward with developing the first floor, it would be necessary to discuss costs and hiring professionals to enter the building related to extending the HVAC system, testing for asbestos and obtaining quotes for removal, quotes for adding or demolishing walls, and adding a drop ceiling. City Manager Tatman explained to the Committee that if the daycare was able to obtain State approval to open in the building, they would participate in some of the updates and upgrades to make the space ready for their specific needs while the City would be making the space ready with some of the more permanent needs.

DPW Superintendent Itrich advised the Committee that in the upper floors of the building, for safety reasons, only fifteen people at a time could be in those areas. He also stated that whatever groups had keys needed to deliver them to the City offices otherwise the locks to all of the doors would need to be changed.

Committee Member Merchant brought up the concern related to signage and what would be permitted on the ground of a historic building to advertise should the building become multipurpose. Committee Member Turner indicated she would have to research but believed the sign could not be mounted on the building and be in conformity with the historical nature of the building. Committee Member Pakledinaz suggested contacting Greenfield Village of Dearborn, Michigan to inquire about their signage as they would likely have the same historical requirements. Committee Member Merchant also inquired as to historical registry conflicts with a fenced outdoor play area should the ground floor become a daycare which Committee Member Turner had been asked to research.

City Manager Tatman stressed the importance of breaking the restoration and renovation efforts into phases so as not to become overwhelmed by the enormity of the whole of the project and advised starting with the easy areas to create a revenue source which would then support going after the larger, more financially demanding areas.

**Adjournment**

Motion by Committee Member Merchant, seconded by Committee Member Turner, to adjourn at 5:47 pm. All Ayes. Motion Carried.

 Respectfully submitted,

 Shannon M. Adams

 City Clerk