



# **CITY OF MARINE CITY**

## **300 Broadway Committee Meeting Agenda**

### **AMENDED**

Guy Community Center  
260 South Parker Street  
Regular Session: Monday, June 24, 2024; 5:00 PM

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**1. CALL TO ORDER**

**2. MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVE AGENDA**

**5. PUBLIC COMMENT**

Anyone is welcome to address the Committee. Please state name and limit comments to five (5) minutes. This is a time for you to raise issues. The Committee will not respond, but issues will be followed up on as necessary.

**6. APPROVE MINUTES**

- a. 300 Broadway Meeting Minutes - April 22, 2024

**7. UNFINISHED BUSINESS**

- a. 300 Broadway Report to Commission Update
- b. Select Business Plan Workshop date
- c. 300 Broadway Exhibit Boards

**8. NEW BUSINESS**

- a. **Historic City Hall Advisory Committee Discussion**

**9. OPEN DISCUSSION**

**10. ADJOURNMENT**



**AGENDA MEMO**

TO: 300 Broadway Committee

FROM: Deputy Clerk Carol Brown

SUBJECT: 300 Broadway Meeting Minutes - April 22, 2024

**BACKGROUND INFORMATION:**

**ORIGINATING DEPARTMENT:**

**BUDGETED ITEM:**

**REVIEWED BY:**

**STAFF RECOMMENDATION**

**PRESENTED BY:**

**RECOMMENDED ACTION(s)** To approve the 300 Broadway Meeting Minutes of April 22, 2024

**DATE APPROVED FOR AGENDA:**

**ATTACHMENTS:**

[2024-04-22 Minutes.pdf](#)

**City of Marine City**  
**300 Broadway Committee Minutes**  
**April 22, 2024**

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A Regular Session of the Marine 300 Broadway Committee was held on Monday, April 22, 2024 at Guy Community Center 260 South Parker Street at 5:05 PM.

Present: Members Laura Merchant, Michelle Nichter, Cheryl Ross, Andrew Pakeldinaz, Sherrill Zimmer; Secretary Carol Brown, Chair Brian Ross, City Manager Scott Adkins  
Absent: Member(s) Kim Turner;

**APPROVE AGENDA**

Motion by Member Ross, seconded by Member Merchant, to approve the agenda. All Ayes. Motion Carried.

**PUBLIC COMMENT**

Anyone is welcome to address the Committee. Please state name and limit comments to five (5) minutes. This is a time for you to raise issues. The Committee will not respond, but issues will be followed up on as necessary.

Heather Bokram spoke regarding Marine City not being a Certified Local Government (CLG), however would be beneficial, re grants. With the City having a Historical Commission, that covers some requirements for CLG.

**APPROVE MINUTES**

Meeting Minutes - March 25, 2024

Motion by Member Zimmer, seconded by Member Ross, to approve the 300 Broadway Meeting minutes of March 25, 2024. All Ayes. Motion Carried.

**UNFINISHED BUSINESS**

Building Priorities - City

Chairperson B Ross asked if there was anything the City needs for maintenance. City Manager Adkins stated no, he had gone to 300 Broadway last week with DPW Superintendent Schmidt and there are no immediate/urgent needs. Member C Ross asked how people are getting into the building. Manager Adkins stated some doors do not have proper locks on them, due to age of the building/doors and locksmiths are being sought. Manager Adkins stated further that the locks/locking mechanism are odd-shaped and new ones may need to be fabricated for the proper size.

300 Broadway Project Priorities

- i. Business/Use Plan
- ii. Grant Opportunities
- iii. Project Goals/Revenue Sources

The City Commission is requesting a Business Plan, Member S Zimmer and Georgia Phelan have met regarding a new plan. Member S Zimmer recommended having a workshop with a facilitator and the

Committee. The facilitator would work with the Committee regarding goals, ideas, costs etc regarding giving the building "purpose". Manager Adkins suggested that the Guy Center could be utilized for that. Member Merchant asked if the facilitator and the community vision sessions could be together. Member C Ross mentioned needing different ages to get involved. Chairperson B Ross suggested announcing this on the City website, Facebook etc. Manager Adkins suggested possibly sometime mid to late June.

#### 300 Broadway Report to the Commission

The Business Plan, ADA compliance and new engineering firm (AEW) were discussed. Manager Adkins stated the engagement letter was sent to the City Attorney. Manager Adkins stated AEW toured the City, including 300 Broadway. Chairperson B Ross stated ADA compliance is a priority. Member C Ross asked for definition of CLG. Member S Zimmer asked if the City Commission is aware that some members will be attending SHIPA. Manager Adkins stated they are aware.

Motion by Member Zimmer, seconded by Member Ross, to direct City Manager Adkins, with approval of City Commission, request AEW investigate ADA accessibility to the building as a priority along with items listed on 300 Broadway Report to the City Commission listed by City Commissioner Bryson. . All Ayes. Motion Carried.

### **NEW BUSINESS**

#### Exhibit in Former Teen Zone Area

Member Merchant discussed having an exhibit to show the history/story of the building, for example: creating boards with photographs, using drone footage, displaying memorabilia and then host a reception and possibly raise money for the Endowment. She would like to move forward with this within a month. City Manager Adkins referenced this being like a Preview Center for the building. Member C Ross mentioned reaching out to obtain photos or stories to share for this. Member Merchant stated this could set the vision for the building and asked if the reception would have to be approved by City Commission and Manager Adkins stated yes so they are aware. Member Nichter asked regarding the Moving Walls Exhibit and Manager Adkins stated this was not happening. Member Merchant asked if the restrooms could be utilized for upcoming events in the City, Manager Adkins stated the issue would be obtaining volunteers to watch over the building.

#### Community Vision Sessions

Member C Ross discussed reaching out to different ages of residents for ideas, Member Merchant stated regarding reaching out on social media regarding ideas. Manager Adkins suggested possibly using computers for a survey, Chairperson B Ross stated possibly using a QR code for that. Manager Adkins discussed possibly using plexiglass for viewing the other areas of the building, so visitors can see those areas without having access to those areas. Member Pakledinaz stated this would be great, showing the building is being used. Member Merchant also discussed painting the floor in the Teen Zone.

#### May Meeting Cancellation

Committee discussed possibly moving the May 27, 2024 meeting due to that day being Memorial Day, however discussion was to cancel the May meeting.

Member Pakledinaz stated the Historical Commission at their previous meeting requested the City Commission give oversight of the 300 Broadway Committee to the Historical Commission.

Member Zimmer spoke on a fundraiser for the Historical Society at Murphy Inn.

Motion by Member Zimmer, seconded by Member Ross, to cancel the May 27, 2024 300 Broadway Committee meeting. All Ayes. Motion Carried.

## **ADJOURNMENT**

Motion by Member Pakeldinaz, seconded by Member Merchant, to adjourn at 6:29pm. All Ayes. Motion Carried.

Respectfully Submitted,

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Jason A. Bell

City Clerk

**7.a**



**AGENDA MEMO**

TO:

FROM:

SUBJECT: 300 Broadway Report to Commission Update

**BACKGROUND INFORMATION:**

**ORIGINATING DEPARTMENT:**

**BUDGETED ITEM:**

**REVIEWED BY:**

**STAFF RECOMMENDATION**

**PRESENTED BY:**

**RECOMMENDED ACTION(s)**

**DATE APPROVED FOR AGENDA:**

7.b



**AGENDA MEMO**

TO:

FROM:

SUBJECT: Select Business Plan Workshop date

**BACKGROUND INFORMATION:**

**ORIGINATING DEPARTMENT:**

**BUDGETED ITEM:**

**REVIEWED BY:**

**STAFF RECOMMENDATION**

**PRESENTED BY:**

**RECOMMENDED ACTION(s)**

**DATE APPROVED FOR AGENDA:**



**AGENDA MEMO**

TO:

FROM:

SUBJECT: 300 Broadway Exhibit Boards

**BACKGROUND INFORMATION:**

**ORIGINATING DEPARTMENT:**

**BUDGETED ITEM:**

**REVIEWED BY:**

**STAFF RECOMMENDATION  
PRESENTED BY:**

**RECOMMENDED ACTION(s)**

**DATE APPROVED FOR AGENDA:**





**AGENDA MEMO**

TO:

FROM:

SUBJECT: **Historic City Hall Advisory Committee Discussion**

**BACKGROUND INFORMATION:** The following was a request from the Historical Commission to the City Commission at the May 2, 2024 meeting:

*City Manager Adkins spoke on the 300 Broadway Committee designation to be placed under the Historical Commission instead of the City Commission and still being a recommending body. He stated the hope would be to streamline the process and decision making on the Historic District and stated there are no changes being requested for the Committee or how it functions. Commissioner Ross stated the pleasure was to keep the 300 Broadway Committee as a working committee but under the direction and reporting to the Historic Commission. Commissioner O'Brien stated he sat in on the meeting and stated some 300 Broadway Committee members who were not City residents were concerned they would not have a voice if the committee was dissolved.*

*Motion by Commissioner Ross, seconded by Commissioner Bryson, to that we, the City Commission dissolve the 300 Broadway Committee as a Commission appointed entity and reassign it to the Historical Commission under their purview pending their ratification of that. All Ayes. Motion Carried.*

**ORIGINATING DEPARTMENT:**

**BUDGETED ITEM:**

**REVIEWED BY:**

**STAFF RECOMMENDATION  
PRESENTED BY:**

**RECOMMENDED ACTION(s)**

**DATE APPROVED FOR AGENDA:**