



**CITY OF MARINE CITY**  
**300 Broadway Committee Meeting Agenda**  
City Hall, 260 S. Parker Street  
Monday, May 22, 2023; 5:00 P.M.

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1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Brian Ross, Committee Members Laura Merchant, Michelle Nichter, Cheryl Ross, Kim Turner, Andrew Pakledinaz, Sheryl Zimmer; City Manager Scott Adkins; Deputy Clerk Michele Goodrich.
4. **APPROVE AGENDA**
5. **PUBLIC COMMENT** *Anyone in attendance is welcome to address the Board. Please state name and limit comments to five (5) minutes.*
6. **APPROVE MINUTES**  
A. Meeting Minutes – April 24, 2023
7. **UNFINISHED BUSINESS**
  - a. Building Priorities - City
    - i. Changing Locks, HVAC Update, Fire Suppression System, Roof Leak Repair, Masonry Repairs
  - b. 300 Broadway Project Priorities
    - i. Business/Use Plan
    - ii. Grant Opportunities
    - iii. Project Goals
  - c. Endowment Activities
8. **NEW BUSINESS**
9. **OPEN DISCUSSION**
10. **ADJOURNMENT**

**City of Marine City**  
**300 Broadway Committee Meeting Minutes**  
**April 24, 2023**

A regular meeting of the 300 Broadway Committee was held on Monday, April 24, 2023, at 260 S. Parker Street, Marine City, MI 48039 and was called to order at 5:08 pm by Vice Chairperson Laura Merchant.

The Pledge of Allegiance was led by Chairperson Ross.

**Present:** Chairperson Brian Ross, Vice Chairperson Laura Merchant, Committee Members Michelle Nichter, Sheryl Zimmer; Cheryl Ross, Kim Turner; Interim City Clerk Jason Bell.

**Absent:** Andrew Pakledinaz, City Manager Scott Adkins.

Motion by Vice Chairperson Merchant, seconded by Member Turner, to excuse Member Pakeldinaz from the meeting. All Ayes. Motion Carried.

**Approve Agenda**

Motion by Committee Member Cheryl Ross, seconded by Committee Member Zimmer, to approve the agenda with the removal of item 7a. All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Vice Chairperson Merchant, seconded by Committee Member Cheryl Ross, to approve the 300 Broadway Committee Meeting Minutes of March 27, 2023. All Ayes. Motion Carried.

**Unfinished Business**

Project Priorities

Committee Member Nichter spoke on project priorities and there were no updates on the locks, HVAC, but the fire suppression system is working. Chairperson B. Ross stated both fire suppression systems were wet, when the upstairs was supposed to be dry. This issue was corrected free of charge by the company who installed the system. Member Nichter stated she would like to see tests done on the system. Member Merchant stated the HVAC update was that the filter was never changed since the install, but recently was and there needed to be regular checks on it. Interim City Clerk Bell stated the locks had not yet been changed but it was on the radar of the DPW. Member Nichter noted the door to the mezzanine was damaged and noted it

with pictures. Chairperson Ross stated keys to the building needed to get to the appropriate people.

#### Business Plan

Committee Member Pakeldinaz stated that Friends of City Hall was fundraising currently with the Bandstand dedication, the Arts and Crafts show during Maritime Days Weekend, Blue Denim Ball in January 2024. Committee Member Merchant asked if those fundraisers would make any money. Committee Member Pakeldinaz stated that the Arts and Crafts Show would bring in money for Memberships and Donations to Friends of City Hall and the Blue Denim Ball was a money maker for them. Committee Member Merchant stated a 50/50 raffle was possible but indicated they would need a license to do so. Committee Member Turner stated the Historical Society will be celebrating their 30<sup>th</sup> Anniversary in September with some fundraising efforts planned. Committee Member Merchant also stated that depending on what happens with the grant, the structure and focus of the Committee could change.

#### Business Plan

Chairperson Ross stated the grant submittal included a business plan and it can be changed once working with the grant administrator if need be. Member Merchant stated there could not be a business plan as the grant does not allow fees to be charged therefore it is not a business. Chairperson Ross stated in his discussions with City Manager Adkins there should be a bundle of items ready to go if another grant opportunity comes along. Member Zimmer stated if one grant is approved that is positively looked upon for other opportunities. Chairperson Ross stated plans for endowment fundraising should be added to an agenda to show the Commission good faith.

#### Top 7 Project Goals

Chairperson Ross stated he would like to see a list of goals already submitted and would like to keep an ongoing list that all members could contribute to as a working copy.

#### MEDC/CDBG Grant

Chairperson Ross asked if a citizen came up with something at the Public Hearing, could it be added before the submission. Member Merchant stated some things in the application need to be changed before submission and the renderings for green space were pending completion but were expected before the submission.

Member Merchant stated the public participation matrix was not updated yet but can be based off public hearing. Chairperson Ross stated the matrix should be updated to submit with the application as well as the marketing plan but that did not change the scope of the application. Chairperson Ross also stated that from a rendering stand point, they were included in the application as the details of what is wanted is included.

## **New Business**

### **Grant Opportunities**

Member Merchant spoke on other grant opportunities available with deadlines quickly approaching. She also inquired if non profits could or other organizations could apply for grants to be used in or on the property and asked members to keep their eyes open for any grant opportunities for any amount.

## **Open Discussion**

Members requested to change future agendas with a new format to keep items as unfinished business in order to make sure projects are being completed.

Member Cheryl Ross spoke about “The Aud” in Richmond which is a public use building and provided documents that the Richmond uses to gauge citizen input and that they charge no fees for the building use.

## **Adjournment**

Motion by Committee Member Sheryl Zimmer, seconded by Committee Member Turner, to adjourn at 6:46 pm. All Ayes. Motion Carried.

Respectfully submitted,

Jason Bell  
Interim City Clerk