



Parks & Recreation Office
901 Montana Avenue
August 5, 2025
6:30 pm

MINUTES

CALL TO ORDER

Gary Stevenson called the meeting to order at 6:30pm. Wendy Taavola called roll.

ROLL CALL

PRESENT

Gary Stevenson
John DeFiore
Roger Aho
Jay Bostwick
Anne Pfotenhauer
Cathy Sjoquist

ABSENT

Bob Bosk

STAFF PRESENT

Wendy Taavola, Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Motion made to approve minutes of August 5, 2025 meeting by Bostwick seconded by Stevenson.

Voting Yea: ALL

MOTION CARRIED

OLD BUSINESS

The board discussed conflicts of interest when voting on agenda items. Members shall abstain from voting on items in which they have a conflict of interest.

NEW BUSINESS

Fee Schedule: The campground fees will be increasing next year. Member Stevenson suggested that the website be updated, and signs be posted at the campground office stating this. Member DeFiore would like the yellow bikes to be added to the fee schedule. Daily rental for Bayshore Ballfield should also be added to the fee schedule.

Moving forward, the fee schedule will be reviewed annually in March for approval at the April meeting. Member DeFiore requested the number of rentals per facility per year be presented at that time. The graduation weekend rates and west end fees in the harbor should also be revisited in April.

Review of Rental, Campground and Harbor Policies: Discussions regarding the cancellation policies for the rentals were initiated.

Bostwick made a motion to bring cancellation policies for the reservation of the Beach House, Big Pavilion, Kid's Kingdom Pavilion and Gazebo to the City Commission for approval; the cancellation policy is to return the reservation fee if cancelled more than 30 days prior to reservation date. Member Pfothenauer seconded the motion.

Voting Yea: ALL

MOTION CARRIED

Bostwick made a motion bring a cancellation policy for the rental of the Ski Chalet to the City Commission for approval – Cancellation of reservation 60 days or more, the rental fee will be returned less the security deposit; cancellations less than 60 days prior to the date, only security deposit will be returned. Member Pfothenauer seconded the motion.

Voting Yea: ALL

MOTION CARRIED

Looking at the rental agreements, the city noise ordinance is different in each document. Director Taavola will look in the ordinances for the correct information and correct on each document.

During the discussion regarding the campground rules, Director Taavola inquired whether golf carts should be allowed in the campground. The board concluded the discussion by agreeing that golf carts should be allowed as long as the driver is 16 or older, this should be reviewed by Public Safety. Member Aho also stated that there should be a rule stating that campfires should be in designated fire rings only. He also suggested that the rule requiring that pets be on a 6 ft leash should also include pets being allowed on a tie out that restricts them to the campsite boundaries.

Discussing the harbor policies and procedures, Director Taavola informed the board of the need for a cancellation policy for seasonal slip rentals and a review of the wait list policy. It was recommended to the board that a cancellation policy is written that prorates the refund according to the number of days in the season the renter waited prior to requesting the refund. The board agreed to the recommendation and requested to review the policies at a future meeting.

The wait list is over 30 people long and the calling process has become a time-consuming process. Over half of the people on the list have been called and passed the chance to rent a slip for more than two years. The board agreed to put a limit of two years to pass on a slip before you have to reapply to the waitlist and are moved to the bottom of the list. The board also requested a review of the new policies at a future meeting.

DIRECTOR'S REPORT

The 4th of July Celebration was a success. Member Bostwick mentioned that one of the delineator posts was removed from the edge of the ballfield and was not placed back in and a citizen stepped in the hole. Next year we should be aware of this happening when we move the vendors into place. Director Taavola asked the board to think about removing these delineators from the park entirely. There are several of them that need replacement due to damage or removal. They are turning into an eye sore and take a lot of time to weed whack around them when doing the grass in the park. The plan for next year's celebration is to form a committee to plan the 250th Birthday of the USA. If you want to be a member of that committee, contact the department.

Summer Concert Series has been well attended each week so far, even the week that was rained out halfway through.

The department has completed a safety project in the campground implementing electrical zones that can be shut off to do work in a site pedestal without interrupting the entire campground. Gravel pads were also added to some of the campsites that were missing them. The water tower that was damaged last year has also been replaced.

The park seasonals and maintenance crew have been doing an excellent job this year and are getting so much done, take the time to check it out.

BOARD MEMBER COMMENTS

Anne Pfotenhauer: Pfotenhauer asked if the department has any grants for 2025-26. Director Taavola stated that the harbor grant will be completed in the spring, and the MACC grant will be completed prior to the end of September. Pfotenhauer expressed the desire to continue applying for grants to replace the ski chalet.

Pfotenhauer suggested that we add a bike parade for kids to the 4th of July celebration.

Cathy Sjoquist: Sjoquist suggested we open the games on the 4th to neighboring community groups. She complimented the work done around the Native American statues. She is glad the pram shack project is getting underway.

Sjoquist asked if the sand sculpture group will be coming back next year. Taavola stated that she expressed how grateful we were for the project and would love to have them back, even would like to integrate a sand sculpting contest on the beach during that time.

Sjoquist also inquired about food trucks for the fishing tournament next spring. During the discussion, the board recommended that we promote the event along the highway for more exposure. Sjoquist also suggested reaching out to the schools for volunteers.

Sjoquist mentioned that kids kingdom playground should be inspected for sharp edges.

Roger Aho: Aho stated that the sign that directs traffic to the left towards the boat launch is up too high and that vehicles often travel the wrong way. Member Aho also inquired about the boardwalk project. Director Taavola informed the board that it is still on the radar.

Gary Stevenson: Stevenson inquired about the maintenance of the parking lot near the legion and who maintains it. He stated that it needs some cleanup and should be included in the DDA service agreement.

Jay Bostwick: Bostwick asked if Public Safety could man the traffic lights after the fireworks on the 4th of July to eliminate the backups. He also stated that the grass along Lowry Avenue needs attention and was not sure of who took care of it. Taavola will check with DPW. Bostwick also inquired about the planter pots in the boulevard near the Gladstone Motel and if they are allowed. Taavola will check with George Sailer.

John DeFiore: DeFiore complimented the department on the work done at the skate park wall, the beach and the park next to the wastewater plant. He suggested that games be planned for the 4th of July, he also volunteered to assist with the project.

DeFiore also inquired about people parking on the grass on the west end of the harbor for the slip holders and would like the department to look at putting some type of system in place to allow for that parking.

DeFiore asks about future plans to connect the bike path along the highway to Escanaba. He would like to further conversations with the neighboring townships. He also expressed the need for a safe crossing over the

highway between the two sections of town. He also mentioned the crossing from the beach house to 13th street should be brought to the attention of Public Safety, there are many little kids that cross there.

ADJOURNMENT

There being no further business before the board, Pfotenhauer motioned; Aho seconded to adjourned meeting at 8: 34 pm.