



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
June 09, 2025
6:00 PM

AGENDA

CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call

PUBLIC HEARINGS

PUBLIC COMMENT

CONFLICTS OF INTEREST

CONSENT AGENDA

- [4.](#) City Commission Regular Meeting Minutes May 12, 2025
- [5.](#) DDA Regular Meeting Minutes - April 15, 2025
- [6.](#) Cooks Sign Services Invoice #2736
- [7.](#) Hawkins, LLC - Invoice 7075838 Water Treatment Chemicals
- [8.](#) PK Contracting - Road Striping Invoice No 256060-01
- [9.](#) Information - Check Register May 2025
- [10.](#) Information - Payroll May 2025

UNFINISHED BUSINESS

NEW BUSINESS

- [11.](#) Social District Discussion
- [12.](#) Social District Establishment Applications
- [13.](#) DDA Board Term Reappointments
- [14.](#) Roof Replacement - Public Safety Building
- [15.](#) Purchase Truck for Water Department
- [16.](#) Electric Department Trailer Purchase
- [17.](#) Compliance of Michigan PA 229 - Energy Waste Reduction
- [18.](#) Extend the Summer 2025 Property Tax Due Date
- [19.](#) Local Union 406 Teamsters - Letter of Agreement
- [20.](#) Wastewater Upgrades Request for Disbursement of Funds Draw #35.
- [21.](#) 2025-2025 Utility Rates & Fee Schedule
- [22.](#) YMCA Proposal for Lifeguarding Services

CITY MANAGER'S REPORT

CITY COMMISSION & COMMITTEE REPORTS

BOARDS & COMMISSIONS REPORTS

23. Farmers Market Update

CITY COMMISSIONER COMMENTS

CITY CLERK COMMENTS

CLOSED SESSION

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 06-05-2025

Kimberly Berry, MiPMC
906-428-2311
kberry@gladstonemi.gov

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

At regular and special meetings of the commission, individuals wishing to be heard may address the commission during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the commission.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the commission again for the remainder of the meeting; continued disruption will warrant removal from the meeting.
5. The commission shall not decide issues that arise during public comment.
6. Speakers should address the commission through the presiding officer.
7. Commissioners and staff will not debate with the public.
8. Speakers will not verbally attack City Commissioners, City Staff or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by Public Safety for noncompliance.

9. No vulgar or obscene language will be used by the speakers.
10. Any information the speaker wants to distribute to the Commission must first ask the Chair (Mayor) if they may present the Commission written comments at the meeting.
11. Speakers may not ask questions of the board during this time as the Commission or Staff will not address them during this public comment period.



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

May 12, 2025

6:00 PM

MINUTES

Mayor Thompson called the meeting to order, gave the Invocation followed by the Pledge of Allegiance.

Clerk Kim Berry called the roll:

PRESENT

Mayor Joe Thompson

Commissioner Judy Akkala

Mayor Pro-Tem Brad Mantela

Commissioner Robert Pontius

Commissioner Steve O'Driscoll

WPPI Scholarship Recipients Victoria Mantela and Max Wilson presented with a \$2,000.00 award each.

Mayor Thompson opened the public hearing on proposed Appropriation Ordinance No. 2025-632 at 6:07 PM and closed the hearing with no input from the public at 6:08 PM.

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to approve Appropriation Ordinance No. 2025-632 as presented

Mayor Pro-Tem Mantela Yes

Commissioner O'Driscoll Yes

Commissioner Pontius Yes

Commissioner Akkala Yes

Mayor Thompson Yes

MOTION CARRIED UNANIMOUSLY

DDA Coordinator Patricia West presented the Social District Maintenance & Management Plan as recommended by the Steering Committee.

Mayor Thompson opened the public hearing on the proposed Social District Maintenance & Management Plan at 6:25 PM with the following individuals providing public comment:

- Bob Aschbacher 519 Minneapolis Avenue
- Scott Perry, Perry Good Cleaners, 1000 Delta Avenue, Suite 150
- Ken Evans, 1021 Minnesota Avenue
- Jody Pontius, 18 Weston
- Joanna Wilbee-Amis, 7767 Tipperary Road
- Rebecca Herbert, 1319 Minnesota Avenue
- Bonnie Hakkola, 1707 7th Avenue South Escanaba
- Suani Neito, Rialto Bldg. Owner & resident 215 N Court
- Patrick Johnson, 215 North Court
- Jay Bostwick, DDA Board Member & resident 211 S. 9th Street
- Sema Deeds, Escanaba
- Amanda Philips, Dew Drop Owner 916 Delta Avenue
- Bob Claycomb, Mainstreet Pizza 901 Delta Avenue
- Jake Mills, Saunders Brewing 1000 Delta & resident 805 Wisconsin Avenue
- Chris Amis, 7767 Tipperary Road
- Joanna Wilbee-Amis, 7767 Tipperary Road

The following were letters received to be included in the public hearing record:

Gladstone Eye Care, P.C.
20 S. 10th Street
Gladstone, MI 49837

May 6, 2025

Gladstone Downtown Development Authority
C/O Mayor Joe Thompson
City Hall
1100 Delta Ave
Gladstone, Mi 49837

Dear City Commission Members and Attendees,

I am writing in support of the proposed social district in Downtown Gladstone. I believe my input may be valuable as a local business owner that operates within the proposed boundary of the social district, and thereby likely to be impacted by this decision.

I believe this social district has potential to greatly enhance the economic activity in Gladstone by increasing foot traffic, attracting visitors and tourists, and revitalizing the downtown area. Although my specific type of business does not operate during normal "social" hours, there are many new business opportunities that may arise with a reinvigorated downtown district.

Both Saunder's Point Brewery and our local Farmer's Market have pushed us in the right direction. The Social District is a big step toward revitalizing the downtown. Our neighboring community of Escanaba has already adopted a social district, and if we do not follow suit, we will likely lose out on this opportunity to support and grow our local businesses. It would be an advantage to most of the downtown businesses to allow unrestricted foot traffic for food, drink and shopping. As a resident of the area, I would spend more time, and more money, downtown if there was a social district.

Looking forward to growing our community together!

Sincerely,

Jessica Cameron, O.D.

Jessica Cameron, O.D.
Owner of Gladstone Eye Care, P.C.



May 7, 2025

Joe Thompson
Gladstone Mayor

Re: Support for Gladstone’s proposed Social District

Mayor Thompson:

I wanted to reach out to you to let you know the creation of a Social District in downtown Gladstone is a great opportunity to enhance the experience when residents & visitors come downtown. They can relax, visit and browse storefronts while attending events! The ability to spend more time outside is a big plus for many individuals.

I feel the downtown businesses will see an increase in revenues as more people spend time in the Social District, as well as an increase in attendance in downtown events. The City of Gladstone would be a leader in Delta County when it comes to creating a Social District and I would expect to others moving forward with similar strategies. The State of Michigan as of March 21, 2025 has 140 Social Districts registered from Local Units of Government within 57 Michigan Counties. The feedback from the area’s participating in the Social District program has been extremely positive!

The Delta County Economic Development Alliance values our relationship with the City of Gladstone & the Gladstone DDA. We look forward to the implementation of the Social District project and the value it will bring to the area.

Sincerely,

A handwritten signature in blue ink that reads "Ed Legault".

Ed Legault
Executive Director
Delta County Economic Development Alliance

From: [Joe Thompson](#)
To: [Kim Berry](#)
Subject: Fw: Social District Boundaries concern
Date: Monday, May 12, 2025 1:14:52 PM

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From: Gladstone, MI <noreply@civicplus.com>
Sent: Monday, May 12, 2025 12:31 PM
To: Joe Thompson <jthompson@gladstonemi.gov>
Subject: Social District Boundaries concern

Name: Jaime McCarthy
Email: Jaimemccarthy1006@gmail.com

Message: I do not live in Gladstone but do come 3-4 times a week as my girls dance at Dance It Up, which is within the proposed social district boundaries. As a frequent visitor to Gladstone, I am against a social district. It is on the block where many children are coming and going within the proposed hours, and it also sends impressionable children the wrong message. My girls also enjoy walking down Delta Ave to Dairy Flo after dance classes. I'd prefer they not walk by people who are carrying their adult beverages. These adults already have places to drink their beverages. Please allow my children a place to walk and be kids without having to be exposed to people drinking alcoholic beverages. It is also my understanding that all the licensed liquor establishments already have, or are authorized to have, outdoor seating, except the Legion. They are "members only" and could request authorization if this is important to them. If you have any questions, please feel free to reach out. Jaime

From: [Joe Thompson](#)
To: [Kim Berry](#)
Subject: Fw: social district
Date: Monday, May 12, 2025 1:15:33 PM

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From: Gladstone, MI <noreply@civicplus.com>
Sent: Friday, May 2, 2025 5:59 PM
To: Joe Thompson <jthompson@gladstonemi.gov>
Subject: social district

Name: Diane Carlson
Email: dianemc@charter.net

Message: I think it is ok when a business like the legion can close off the streets near them for an event. I don't think this is what the social district is. If this means people can wander the streets with alcohol exposing children to this, I am very much against it.

Mayor Thompson closed the public hearing at 6:48 PM.

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner O'Driscoll:

RESOLUTION NO. 2025-03

To Establish a Gladstone Social District

WHEREAS, pursuant to MCL 436.1551, the City Commission has the authority to designate Social Districts, wherein two or more licensed establishments contiguous to the designated Commons Areas can sell alcoholic beverages in special cups to be taken into a such Commons Areas for consumption; and

WHEREAS, the Gladstone Social District would be created and managed through a collaboration with the Gladstone Downtown Development Authority; and

WHEREAS, the creation of the Gladstone Social District is intended to assist downtown businesses by attracting customers for enhanced outdoor dining and entertainment experiences in downtown Gladstone; and

WHEREAS, the Gladstone Social District boundaries are detailed in the map attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that the Gladstone City Commission does hereby approve the creation of the Gladstone Social District as depicted in the attached map (Exhibit A) for consideration by the Michigan Liquor Control Commission.

Exhibit A

City of Gladstone Proposed Social District Map & Qualified Licensees



The City of Gladstone’s proposed social district boundary would allow for five existing licensed establishments to participate in the district. It is recognized that this list of eligible establishments may change or grow over time.

**(1) Saunders Point
Brewing
1000 Delta Ave
Gladstone, MI 49837**

**(2) Dew Drop Family
Restaurant
916 Delta Ave
Gladstone, MI 49837**

**(3) American Legion
802 Delta Ave
Gladstone, MI 49837**

**(4) Wally’s Bar
917 Delta Ave
Gladstone, MI 49837**

**(5) MIDD Bar & Lounge
903 Delta Ave
Gladstone, MI 49837**

This resolution will take immediate effect.

- | | |
|-------------------------|-----|
| Mayor Pro-Tem Mantela | Yes |
| Commissioner O’Driscoll | Yes |
| Commissioner Pontius | No |
| Commissioner Akkala | Yes |
| Mayor Thompson | Yes |

MOTION CARRIED

The following individuals spoke under public comment:

Leona Ritter, 7 Parkway Drive

Barbie Clairmont, 3902 County 416 20th Road, Escanaba Township

Stephanie Carpenter, address unknown

Jim Stock, 729 N. 15th Street

Dan Paul, 31 Tipperary Rd

Linda Madalinski, 67 Tipperary Rd

Adam Zimmermann, 408 Minneapolis Avenue

Motion made by Commissioner Akkala, Seconded by Mayor Pro-Tem Mantela to approve the consent agenda as presented.

MOTION CARRIED UNANIMOUSLY

City of Gladstone
County of Delta, State of Michigan
RESOLUTION 2025-02 AUTHORIZING PUBLICATION OF
NOTICE OF INTENT TO ISSUE REVENUE BONDS
AND DECLARING INTENT TO REIMBURSE
(CLEAN WATER STATE REVOLVING FUND PROJECT)

The following preamble and resolution were offered by Commissioner Judy Akkala and supported by Mayor Joe Thompson:

WHEREAS, the City Commission of the City of Gladstone, County of Delta, State of Michigan (the "City"), hereby determines that it is necessary for the public health, safety and welfare of the City to acquire, construct, furnish and equip improvements to the City's existing sewage disposal system (the "System") consisting generally of replacement of approximately 5,500 LF of 6" PVC sanitary service lead, 3,500 LF of 8" PVC sanitary sewer, 2,850 LF of 10" PVC sanitary sewer, 460 LF of 15" PVC sanitary sewer, 460 LF of 18" PVC sanitary sewer, and 163 sanitary cleanouts and 27 manholes; installation of approximately 3,550 LF of 8" cured-in-place pipe liner, 3,350 LF of 10" cured-in-place pipe liner, and 1,690 LF of 12" cured-in-place pipe liner; together with all necessary interests in land and all related sites, structures, equipment, appurtenances and attachments thereto (the "Project"); and

WHEREAS, the City has been advised by the Michigan Department of Environment, Great Lakes and Energy ("EGLE") that financial assistance to accomplish the acquisition and construction of all or a portion of the Project is available through the

Clean Water State Revolving Fund (“CWSRF”) loan program administered by EGLE and the Michigan Finance Authority (the “MFA”); and

WHEREAS, the City has made application for participation in the CWSRF loan program; and

WHEREAS, the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended (“Act 94”), provides a means for financing the purchase, acquisition, construction, improvement, enlargement, extension and repair of public improvements such as the Project through the issuance of revenue bonds; and

WHEREAS, the issuance of bonds payable from revenues of the System under Act 94 in a total amount not to exceed Nine Million Eight Hundred Thousand Dollars (\$9,800,000) (the “Bonds”) for the purpose of financing all or part of the Project, in one or more series, represents the most practical means to that end; and

WHEREAS, a notice of intent to issue revenue bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 33 of Act 94; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is authorized and directed to publish a notice of intent to issue the Bonds in ***The Daily Press***, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a one-quarter (1/4) page display advertisement in substantially the following form attached to this resolution as Exhibit A.
3. The City Commission does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is the method best calculated to give notice to the users of the System and the electors residing in the boundaries of the City of the intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum relating thereto, and that the provision of forty-five (45) days within which to file a referendum petition is adequate to insure that the City’s electors may exercise their legal rights of referendum, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) As of the date hereof, the City reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the City.
- (b) The expenditures described in this paragraph (b) are for the costs of acquiring and constructing the Project which were paid or will be paid subsequent to sixty (60) days prior to the date hereof or which will be paid prior to the issuance of the Bonds from the sewage disposal fund or the general fund of the City.
- (c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$9,800,000.
- (d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the related Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Project to reimburse the City for a capital expenditure made pursuant to this resolution.

5. The City hereby confirms the retention of Miller, Canfield, Paddock and Stone, P.L.C. ("Miller Canfield"), as bond counsel in connection with the Bonds. The City has been advised that Miller Canfield has represented the Michigan Finance Authority in the past and may be representing the Michigan Finance Authority presently in connection with various matters including the Clean Water State Revolving Fund loan program, and the City consents to the representation of the Michigan Finance Authority by Miller Canfield in connection with the Clean Water State Revolving Fund loan program that may be utilized by the City in connection with the Bonds.

6. The officers of the City are authorized to apply to a rating agency for a credit assessment if necessary to comply with requirements to participate in the CWSRF program.

7. The officers, administrators, agents and attorneys of the City are authorized and directed to take all other actions necessary and convenient to facilitate preparation of the Bonds for sale. The Bonds will be sold only after the City Commission approves an ordinance or resolution authorizing issuance and sale of the Bonds.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

AYES: Mayor Joe Thompson, Commissioners Judy Akkala, Brad Mantela, Steve O'Driscoll and Robert Pontius

NAYS: None

RESOLUTION DECLARED ADOPTED.

Kimberly Berry, City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Gladstone, County of Delta, State of Michigan, at a regular meeting held on May 12, 2025, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Open Meetings Act.

Kimberly Berry, City Clerk

EXHIBIT A

NOTICE TO TAXPAYERS AND ELECTORS OF THE
CITY OF GLADSTONE AND THE USERS OF THE CITY'S
SEWAGE DISPOSAL SYSTEM OF INTENT TO ISSUE REVENUE BONDS AND
THE RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the City of Gladstone, County of Delta, State of Michigan (the "City"), intends to issue and sell revenue bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in an amount not to exceed Nine Million Eight Hundred Thousand Dollars (\$9,800,000), in one or more series, for the purpose of paying all or part of the cost to acquire, construct, furnish and equip improvements to the City's existing sewage disposal system (the "System"), consisting generally of replacement of approximately 5,500 LF of 6" PVC sanitary service lead, 3,500 LF of 8" PVC sanitary sewer, 2,850 LF of 10" PVC sanitary sewer, 460 LF of 15" PVC sanitary sewer, 460 LF of 18" PVC sanitary sewer, and 163 sanitary cleanouts and 27 manholes; installation of approximately 3,550 LF of 8" cured-in-place pipe liner, 3,350 LF of 10" cured-in-place pipe liner, and 1,690 LF of 12" cured-in-place pipe liner; all together with all necessary interests in land and all related sites, structures, equipment, appurtenances and attachments thereto.

SOURCE OF PAYMENT OF REVENUE BONDS

THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS SHALL BE PAYABLE from the revenues received by the City from the operation of the System. The revenues will consist of rates and charges that may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the System, to pay the principal of and interest on the bonds and to pay other obligations of the System.

The City expects that the revenue bonds will be sold to the Michigan Finance Authority in connection with the Michigan Department of Environment, Great Lakes and Energy Clean Water State Revolving Fund loan program, in which case the revenue bonds sold to the Michigan Finance Authority may also be payable as described below.

ADDITIONAL SOURCES OF PAYMENTS FOR BONDS

SOLD TO MICHIGAN FINANCE AUTHORITY

BECAUSE THE REVENUE BONDS WILL BE SOLD TO THE MICHIGAN FINANCE AUTHORITY, THE CITY MAY ALSO PLEDGE ITS LIMITED TAX FULL FAITH AND CREDIT AS SECURITY FOR THE BONDS. IN SUCH CASE, IF REVENUES OF THE SYSTEM ARE INSUFFICIENT TO PAY DEBT SERVICE AT ANY TIME, THEN TO PAY DEBT SERVICE THE CITY SHALL ADVANCE LEGALLY AVAILABLE FUNDS INCLUDING, IF NECESSARY, FUNDS FROM THE LEVY OF TAXES UPON ALL TAXABLE PROPERTY IN THE CITY, SUBJECT HOWEVER TO CONSTITUTIONAL, STATUTORY AND CHARTER TAX RATE LIMITATIONS.

IN ADDITION, THE CITY MAY BE REQUIRED TO PLEDGE FOR THE PAYMENT OF THE BONDS SOLD TO THE MICHIGAN FINANCE AUTHORITY MONEY RECEIVED OR TO BE RECEIVED BY THE CITY DERIVED FROM IMPOSITION OF TAXES BY THE STATE AND

May 12, 2025 at 6:00 PM

RETURNED OR TO BE RETURNED TO THE CITY AS PROVIDED BY LAW, except for money the use of which is prohibited for such purposes by the State Constitution. The City may enter into an agreement providing for the payment of taxes, which taxes are collected by the State and returned to the City as provided by law, to the Michigan Finance Authority or a trustee, and such funds may be pledged for the payment of the revenue bonds.

BOND DETAILS

THE REVENUE BONDS may be issued in one or more series and may be combined with bonds for other purposes. The revenue bonds will mature in not to exceed thirty (30) annual installments and will bear interest at the rate or rates to be determined at the time of sale to the Michigan Finance Authority, but in no event to exceed such rates as may be permitted by law.

RIGHT OF REFERENDUM

THE REVENUE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS OF THE CITY UNLESS A VALID PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF A VALID PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 33, Act 94, Public Acts of Michigan, 1933, as amended.

Kimberly Berry, City Clerk

City of Gladstone

- Commissioner Akkala Yes
 - Mayor Pro-Tem Mantela Yes
 - Commissioner O'Driscoll Yes
 - Commissioner Pontius Yes
 - Mayor Thompson Yes
- MOTION CARRIED UNANIMOUSLY

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Akkala to approve the Clean Water State Revolving Fund (CWSRF) & Strategic Water Quality Initiatives Fund Loan Application Part 1 and Part II and authorize City Manager Eric Buckman to sign the applications.
MOTION CARRIED UNANIMOUSLY

Motion made by Commissioner O'Driscoll; Seconded by Mayor Thompson approve the amendment to Request for Disbursement Draw #32 totaling \$317,710.50 for the Wastewater Upgrades Project.

MOTION CARRIED UNANIMOUSLY

Motion made by Commissioner Akkala, Seconded by Commissioner Pontius to approve the Request for Disbursement of Funds Draw #34 totaling \$32,000.00 for the Wastewater Upgrades project.

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Thompson, Seconded by Commissioner O'Driscoll to approve the professional services for the Wastewater Asset Management Plan by C2AE for an amount not to exceed \$28,200.00.

MOTION CARRIED UNANIMOUSLY

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Akkala to authorize Public Works to purchase a new 2025 JBC skid steer loader from Fairchild Equipment through zero interest loan in the yearly payment amount of \$15,912.48 for four years.

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Thompson, Seconded by Commissioner Akkala to approve a wage increase of 5% for IBEW 876 Union Journeyman Lineman to \$44.34 per hour effective April 1, 2025.

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner O'Driscoll to approve Saunders Pont Brewing, LLC Pink Power Cornhole Fundraiser special event for Saturday, June 14, 2025 from 11AM - 9PM and authorize the street closure of 10th Street from Delta Avenue to the alley North behind the Rialto Center with barricades provided by the City.

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Thompson, Seconded by Commissioner Akkala to approve Saunders Pont Brewing, LLC GHS Class of 1990 Reunion special event for Saturday, July 5, 2025 from 4PM - 10PM and authorize the street closure of 10th Street from Delta Avenue to the alley North behind the Rialto Center with barricades provided by the City.

MOTION CARRIED UNANIMOUSLY

Motion made by Commissioner O'Driscoll, Seconded by Mayor Pro-Tem Mantela to approve Saunders Pont Brewing, LLC GHS Class of 2005 Reunion special event for Saturday, July 12, 2025 from 3PM - 9PM and authorize the street closure of 10th Street from Delta Avenue to the alley North behind the Rialto Center with barricades provided by the City.

MOTION CARRIED UNANIMOUSLY

City Manager Eric Buckman reported the following:

- Community Development Director, Renee Barron and I met with another developer regarding lots for single family homes
- Parks & Recreation Director Wendy Taavola and I met with Coleman Engineering regarding Harbor project changes, may be next spring
- Worked the election
- Public Works Superintendent Barry Lund, Wastewater Superintendent Rodney Schwartz and I met with C2AE and highway department regarding SIB Loan for roads
- Water Superintendent Rob Spreitzer and I met with CN Railway regarding upgrading their water service and easement through their property
- Two recipients this month for the "This Is Gladstone" awards program:
Claire Burton, volunteer at St. Vincent's, Library Board Member & Friends of the Library
Paislee Menard, student who started the playground peacemaker's initiative at Cameron School
- City Clean UP Vouchers available May 1st - June 30th at City Hall
- City Hall will be closed and there is no City Commission Meeting on Monday, May 26th for Memorial Day Holiday
- The Farmers Market opens June 2nd with over 20 vendors

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 8:45 PM.

Mayor Joe Thompson

Clerk Kimberly Berry



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
April 15, 2025
8:15 AM

MINUTES

CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:16 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Joe Thompson
Jacob Taylor	Melissa Silta (Excused)
Jay Bostwick	
Jason Lippens (Arrived at 8:20 AM ET)	
Kyle Closs	
Nathan Neumeier	
Robert LeDuc	

Staff Present: Patricia West

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. DDA Regular Meeting Minutes - February 18, 2025

Motion made by Neumeier, seconded by Closs to approve the DDA Regular Meeting Minutes of February 18, 2025.

Voting Yea: Becker, Taylor, Bostwick, Lippens, Closs, Neumeier, LeDuc

MOTION CARRIED.

FINANCIALS

The February 2025 financials were not included in the agenda packet, but distributed at the meeting. Those financials are provided at the end of the minutes.

DDA Director, Patricia West, provided an overview of the February revenue and expenditures reports.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

West indicated a typo on the agenda, stating that items 6-12 should have been listed under City Comments & Reports, not Board Comments & Reports.

No other agenda additions or modifications were presented.

UNFINISHED BUSINESS

NEW BUSINESS

3. 2025-2026 DDA Budget Acceptance

Motion made by Closs, seconded by Neumeier to accept the 2025/2026 DDA Budget for the record.

Voting Yea: Becker, Taylor, Bostwick, Lippens, Closs, Neumeier, LeDuc

MOTION CARRIED.

4. 2025-2026 Parks & Recreation Contract

Motion made by Neumeier, Seconded by LeDuc to approve entering into the proposed service agreement with the City of Gladstone's Parks & Recreation Department to oversee beautification, maintenance, event preparation and clean-up, farmers market services, trash collection, and other miscellaneous duties as assigned within the downtown district.

Voting Yea: Becker, Taylor, Bostwick, Lippens, Closs, Neumeier, LeDuc

MOTION CARRIED.

5. Facade Grant Withdrawal | 1016 Delta Ave

Motion made by Closs, seconded by Taylor to accept the statement of withdrawal from Whitney Maloney for the 2024 Facade Grant Application round for the record and carry the \$5,000.00 funding forward into the 2025 Facade Grant Application round..

Voting Yea: Becker, Taylor, Bostwick, Lippens, Closs, Neumeier, LeDuc

MOTION CARRIED.

CITY COMMENTS & REPORTS

West updated the board of Melissa Silta's intent to resign due to a scheduling conflict. Silta has been instructed to submit her formal resignation in writing.

6. Code Enforcement Updates

West provided an update on code enforcement improvements within the downtown, highlighting that sidewalk snow removal has been added to the Parks & Recreation contract.

7. Downtown Business Additions & Changes

West made reference to the many business additions or changes happening within the DDA District. The board agreed that our downtown has some strong momentum right now.

- Davinci Spas
- DeHooghie & Viau Ownership & Location Change
- Gladstone Deli Ownership Change
- Peninsula Pharmacy
- Sand Bar Ownership & Name Change (MIDD Bar & Lounge)
- Sip 906 Nutrition

8. Election of Officers

Our chair and vice-chair elections will take place during the May meeting. Officer responsibilities and the nomination process can be found in the DDA's By-Laws & Rules of Procedure.

9. Farmers Market Vendor Applications Open

The application is open, and vendors are actively being recruited.

10. May Term Expirations | Jason Lippens & Nathan Neumeier

Jason Lippens and Nathan Neumeier's board terms expire May 2025. West will follow up with each of them individually about their continued interest.

Item 5.

11. North Shore Development

No update currently.

12. Social District Updates

West presented a slideshow on the steering committee's proposed social district plan. Becker suggested contacting the State Police Post to inform them of the proposal. West indicated she would contact them.

The proposal will be presented to the City Commission at their regular meeting on April 28th at 6 PM. West is requesting they set a public hearing for their May 12th meeting.

BOARD COMMENTS & REPORTS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Motion made by Closs, Seconded by Neumeier to adjourn at 9:18 AM ET.

Voting Yea: Becker, Taylor, Bostwick, Lippens, Closs, Neumeier, LeDuc

MOTION CARRIED.

Cook Sign Services

Item 6.

Invoice

105 Garfield Ave
Marquette, MI 49855

Date	Invoice #
5/13/2025	2736

Bill To
City of Gladstone Attention: Vickie Schroeder 30 Michigan Ave. Gladstone, Mi 49837

P.O. No.	Terms	Project
	Due on receipt	

Item	Description	Est Amt	Prior Amt	Prior %	Qty	Rate	Curr %	Total %	Amount
INSTAL...	Material and production of Welcome Sign	8,110.13			0.65	8,110.13	65.00%	65.00%	5,271.58
INSTAL...	Installation	1,464.50			0.65	1,464.50	65.00%	65.00%	951.93

Subtotal						\$6,223.51			
Sales Tax (6.0%)						\$0.00			
Total						\$6,223.51			
Payments/Credits						\$0.00			
Balance Due						\$6,223.51			



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$11,260.42**
Invoice Number 7075838
Invoice Date 5/21/25
Sales Order Number/Type 4820274 SL
Branch Plant 54
Shipment Number 5769905

WA 591-549-764
05/27/2025 RA
06/09/2025

Line #	Item Number	Item Name/Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
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Continued from previous page

Lot/SN: 843327

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 2109331362

4.001	699916	330 G SQ Stackable Poly Tote	N	1.0000	TO	\$0.0000	RT	275.0 LB	\$0.00
		Red Base #6610087B97202		1.0000	RT			275.0 GW	

Related Order #: 4820274

5.000	4800	Chlorine - EPA Reg. No. 7870-2	N	5.0000	CY	\$1.3081	LB	750.0 LB	\$981.08
		150 LB CYL		750.0000	LB			1,309.5 GW	

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 102480, 104762, 124801, 125028, 142043

5.001	699913	150 LB Chlorine Cylinder	N	5.0000	CY	\$0.0000	RT	.0 LB	\$0.00
		CYL 3AA480		5.0000	RT			500.0 GW	

Related Order #: 4820274

6.000	1135	Hydrofluosilicic Acid	N	2.0000	DR	\$0.5932	LB	600.0 LB	\$355.92
		300 LB DR		600.0000	LB			640.0 GW	

6.001	699923	30 GA Blue/Blk Drum	N	2.0000	DR	\$30.0000	RD	32.0 LB	\$60.00
		DRUM 1H1/Y1.8/150		2.0000	RD			32.0 GW	

Related Order #: 04820274

7.000	908705	LPC-DR	N	2.0000	DR	\$1.6549	LB	768.0 LB	\$1,270.96
		384 LB DR		768.0000	LB			800.0 GW	

7.001	699923	30 GA Blue/Blk Drum	N	2.0000	DR	\$30.0000	RD	32.0 LB	\$60.00
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Page 2 of 3

Tax Rate 0 %
Sales Tax \$0.00

Invoice Total

Continued on next page

NO Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 331-6910
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:
US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180120759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44IMT
Type of Account: Corporate Checking

ACH PAYMENTS:
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com

CASH IN ADVANCE/EFT PAYMENTS:
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§80-1.4(a), 80-300.5(a) and 80-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Job# 121601

23



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice	\$11,260.42
Invoice Number	7075838
Invoice Date	5/21/25
Sales Order Number/Type	4820274 SL
Branch Plant	54
Shipment Number	5769905

Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
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Continued from previous page

DRUM 1H1/Y1.8/150	2.0000	RD						32.0 GW	
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Related Order #: 04820274

8.000	33195	Aqua Hawk® 117	N	1.0000	TO	\$1.1920	LB	3,616.8 LB	\$4,311.23
		330 GA Tote		3616.8000	LB			3,891.8 GW	

Lot/SN: 868052

Demurrage charges may be invoiced if not returned timely.

Container Barcodes: 2206369220

8.001	699916	330 G SQ Stackable Poly Tote	N	1.0000	TO	\$0.0000	RT	275.0 LB	\$0.00
		Red Base #6610087B97202		1.0000	RT			275.0 GW	

Related Order #: 4820274

***** Receive Your Invoice Via Email *****

Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com
or call 612-331-6910 to get it setup on your account.

Page 3 of 3

Tax Rate	Sales Tax
0 %	\$0.00

Invoice Total

\$11,260.42

No Discounts on Freight

IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:

Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:

Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 331-6910

Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:

US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.

Account #: 180120759469

ABA/Routing #: 091000022

Swift Code#: USBKUS44IMT

Type of Account: Corporate Checking

ACH PAYMENTS:

CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.

For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com

CASH IN ADVANCE/EFT PAYMENTS:

Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §560-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Job# 1216015

24



MAIN OFFICE
 1985 Barrett Drive
 Troy, MI 48084-5372
 PHONE 248-362-2130
 FAX 248-362-4969

INVOICE

TO: GLADSTONE
 1100 DELTA AVENUE
 GLADSTONE, MI 49837

INVOICE DATE: 5.31.2025
 DUE DATE: UPON RECEIPT

PK INVOICE# 256060-01
 GLADSTONE 2025 MARKINGS
 256060

blund@gladstonemi.org
 plebombard@gladstonemi.org

PAVEMENT MARKINGS

WORK OF: 5/20 & 5/21/2025

ITEM CODE	DESCRIPTION	PK completed to date	UNIT Price	Due This Period
7001	WATERBORNE 4" WHITE	49,085.00	\$ 0.090	\$ 4,417.65
7002	WATERBORNE 4" YELLOW	103,075.00	\$ 0.090	\$ 9,276.75
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-

Please pay from this invoice

BALANCE DUE \$ 13,694.40

**PLEASE REMIT PAYMENT TO:
 PK CONTRACTING
 1965 BARRETT
 TROY MI 48084**

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 05/01/2025 - 05/31/2025

Item 9.

Check Date	Check	Vendor Name	Amount
Bank BAY			
05/02/2025	1512(E)	FICA, MEDICARE, FEDERAL	31,087.87
05/02/2025	1513(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
05/02/2025	1514(E)	FICA, MEDICARE, FEDERAL	515.47
05/02/2025	81100	ALERUS FINANCIAL	23,358.41
05/02/2025	81101	IBEW LOCAL 876	229.33
05/02/2025	81102	MATRIX TRUST COMPANY	2,465.70
05/02/2025	81103	MICHIGAN STATE DISBURSEMENT U	199.31
05/02/2025	81104	POLICE OFFICERS LABOR COUNCIL	212.00
05/02/2025	81106	JANICE ANN FRIZZELL	3,841.67
05/02/2025	81107	ALERUS FINANCIAL	480.43
05/05/2025	1515(E)	DTE ENERGY	6,672.65
05/07/2025	1517(E)	MICHIGAN DEPT OF TREASURY	9,262.32
05/07/2025	1518(E)	STATE OF MICHIGAN	12,362.30
05/08/2025	81108	CITY OF GLADSTONE	200.00
05/08/2025	81109	GORNO FORD, INC.	55,532.00
05/08/2025	81110	1ST AYD CORPORATION	216.82
05/08/2025	81111	A1 SPORT & WELD SUPPLY	10.20
05/08/2025	81112	ADVANCE AUTO PARTS (CARQUEST)	1,522.99
05/08/2025	81113	ALEXIS TSIBROS	163.97
05/08/2025	81114	ANDERSON, TACKMAN & COMPANY,	5,000.00
05/08/2025	81115	BELL LUMBER & POLE	24,704.00
05/08/2025	81116	BETH SPAULDING	125.75
05/08/2025	81117	BICHLER CONCRETE & GRAVEL	730.62
05/08/2025	81118	BRITTANY PETERSON	250.00
05/08/2025	81119	CHATFIELD MACHINE	20.13
05/08/2025	81120	CIVICPLUS	8,460.50
05/08/2025	81121	COLEMAN ENGINEERING COMPANY	839.50
05/08/2025	81122	COMMUNITY FOUNDATION FOR DELT	642.43
05/08/2025	81123	COOPER OFFICE EQUIPMENT INC	988.74
05/08/2025	81124	COURTNEY JO ARROWOOD	300.00
05/08/2025	81125	DAILY PRESS	729.12
05/08/2025	81126	DELTA DISPOSAL	585.52
05/08/2025	81127	DELTA SOLID WASTE MGMT AUTHOR	7,779.26
05/08/2025	81128	FASTENAL COMPANY	29.03
05/08/2025	81129	FISHER SCIENTIFIC	133.90
05/08/2025	81130	GARD SPECIALISTS	342.51
05/08/2025	81131	GERBER COLLISION & GLASS	2,819.50
05/08/2025	81132	GMSLA, INC.	66.18
05/08/2025	81133	GORDON FOOD SERVICE, INC.	763.24
05/08/2025	81134	GRAND TRUNK WESTERN	635.50
05/08/2025	81135	H. BARBER & SONS, INC	59.64
05/08/2025	81136	HAWKINS, INC.	10,259.07
05/08/2025	81137	HIAWATHA CHEF SUPPLY, INC.	107.95
05/08/2025	81138	HYDROCORP	874.00
05/08/2025	81139	INSIGHT FS	500.08
05/08/2025	81140	JEFF'S GLASS & WINDOWS, INC.	105.00
05/08/2025	81141	KATHRYN SUNDQUIST	447.68
05/08/2025	81142	KEYNECTA INC.	2,800.00
05/08/2025	81143	KIM BUCKMAN	300.00
05/08/2025	81144	KONICA MINOLTA BUSINESS SOLUT	1,243.08
05/08/2025	81145	KRICK, LLC	1,000.00
05/08/2025	81146	L & S ELECTRIC, INC.	1,482.00
05/08/2025	81147	LARA-MPSC	2,582.74
05/08/2025	81148	LITTLE BAY CONCRETE PRODUCTS	390.00
05/08/2025	81149	MAPLERIDGE TOWNSHIP	4,675.84
05/08/2025	81150	MARY HEMINGER	492.87
05/08/2025	81151	MAX WILSON	2,000.00
05/08/2025	81152	MCCOY CONSTRUCTION & FORESTRY	379.62
05/08/2025	81153	MEL'S LAWN, GARDEN & FEED	299.99
05/08/2025	81154	MENARDS - ESCANABA	586.53
05/08/2025	81155	MICHIGAN MUNICIPAL RISK MGMT	53,754.50
05/08/2025	81156	MR. TIRE	848.80
05/08/2025	81157	NORTHERN SERVICE BUREAU INC	441.08
05/08/2025	81158	ORANGE CAT MEDIA	3,000.00
05/08/2025	81159	PARAGON LABORATORIES, INC.	82.00
05/08/2025	81160	PHIL AND LEES	548.86
05/08/2025	81161	PRIMUS MARKETING GROUP INC	29,304.00
05/08/2025	81162	REMY BATTERY CO. INC.	14.52
05/08/2025	81163	SOS ANALYTICAL	1,622.00
05/08/2025	81164	STANDARD ELECTRIC COMPANY	169.88
05/08/2025	81165	STATE OF MICHIGAN	30.00

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 05/01/2025 - 05/31/2025

Item 9.

Check Date	Check	Vendor Name	Amount
Bank BAY			
05/08/2025	81166	THE SHERWIN WILLIAMS CO.	523.29
05/08/2025	81167	UP CONCRETE PIPE COMPANY	567.22
05/08/2025	81168	UP INTERNATIONAL TRUCKS, INC	294.44
05/08/2025	81169	USA BLUE BOOK	104.49
05/08/2025	81170	VICTORIA MANTELA	2,000.00
05/08/2025	81171	WOLVERINE POWER SYSTEMS	1,621.20
05/08/2025	81172	VICKI SHROEDER	502.50
05/08/2025	81173	COMMUNITY FOUNDATION SOO LINE	1,357.52
05/11/2025	1536(E)	QUADIENT FINANCE USA, INC.	800.00
05/13/2025	81174	CITY OF GLADSTONE	37.42
05/13/2025	81195	CITY OF GLADSTONE	24.00
05/16/2025	1537(E)	FICA, MEDICARE, FEDERAL	31,520.32
05/16/2025	1538(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
05/16/2025	81188	ALERUS FINANCIAL	49,568.41
05/16/2025	81189	IBEW LOCAL 876	428.27
05/16/2025	81190	IBEW LOCAL UNION 906	210.08
05/16/2025	81191	MATRIX TRUST COMPANY	2,465.70
05/16/2025	81192	MICHIGAN STATE DISBURSEMENT U	199.31
05/16/2025	81193	POLICE OFFICERS LABOR COUNCIL	212.00
05/16/2025	81194	TEAMSTERS LOCAL #406	1,006.00
05/19/2025	81196	CITY OF GLADSTONE	129.00
05/19/2025	81197	DAVE MATHIAS	473.65
05/19/2025	81198	NMPSA	40.00
05/20/2025	1539(E)	MICHIGAN CONFERENCE OF TEAMST	71,147.70
05/21/2025	81199	ALTA CONSTRUCTION EQUIPMENT L	288.72
05/21/2025	81200	AMERISCAN IMAGING SERVICES	600.00
05/21/2025	81201	BICHLER CONCRETE & GRAVEL	143.06
05/21/2025	81202	BINK'S COCA-COLA BOTTLING CO	490.54
05/21/2025	81203	CHATFIELD MACHINE	136.00
05/21/2025	81204	CORE & MAIN LP	904.39
05/21/2025	81205	D & L JANITORIAL SUPPLY INC.	3,216.03
05/21/2025	81206	FASTENAL COMPANY	77.25
05/21/2025	81207	GLADSTONE EYE CARE	340.00
05/21/2025	81208	GLADSTONE PLUMBING & HEATING	884.15
05/21/2025	81209	GMSLA, INC.	23.93
05/21/2025	81210	GORDON FOOD SERVICE, INC.	1,017.54
05/21/2025	81211	HAWKINS, INC.	90.00
05/21/2025	81212	INFOSEND	2,982.39
05/21/2025	81213	JEFF'S GLASS & WINDOWS, INC.	1,350.00
05/21/2025	81214	K&M INDUSTRIAL	742.00
05/21/2025	81215	LARSON'S RADIATOR SERVICE, IN	110.00
05/21/2025	81216	M&M SERVICE, INC.	422.75
05/21/2025	81217	MEL'S LAWN, GARDEN & FEED	105.00
05/21/2025	81218	MENARDS - ESCANABA	511.03
05/21/2025	81219	NAULT'S GREEN LAWN LIQUID FER	4,227.64
05/21/2025	81220	NYE UNIFORM	345.65
05/21/2025	81221	PARAGON LABORATORIES, INC.	145.00
05/21/2025	81222	PAYMENTUS CORPORATION	3,070.65
05/21/2025	81223	POMP'S TIRE SERVICE, INC.	3,174.24
05/21/2025	81224	SHERWIN INDUSTRIES, INC.	2,750.00
05/21/2025	81225	STANDARD ELECTRIC COMPANY	1,031.25
05/21/2025	81226	STUART C IRBY CO	158.25
05/21/2025	81227	THE SHERWIN WILLIAMS CO.	1,415.25
05/21/2025	81228	U.S. BANK EQUIPMENT FINANCE	84.09
05/21/2025	81229	UP INTERNATIONAL TRUCKS, INC	56.88
05/21/2025	81230	USA BLUE BOOK	606.54
05/22/2025	1547(E)	CARDMEMBER SERVICE	12,392.96
05/22/2025	81231	C2AE	4,990.00
05/22/2025	81232	STAAB CONSTRUCTION CORPORATIO	56,653.00
05/23/2025	1541(E)	WEX BANK	5,629.64
05/28/2025	1542(E)	WPPI ENERGY	181,473.82
05/29/2025	1545(E)	U.S. BANK EQUIPMENT FINANCE	223.05
05/29/2025	1546(E)	AFLAC	1,458.72
05/29/2025	81257	TYLER FLYNN	1,265.90
05/30/2025	1543(E)	FICA, MEDICARE, FEDERAL	33,050.15
05/30/2025	1544(E)	NATIONWIDE RETIREMENT SOLUTIO	12.01
05/30/2025	81253	ALERUS FINANCIAL	23,763.65
05/30/2025	81254	IBEW LOCAL 876	276.34
05/30/2025	81255	MATRIX TRUST COMPANY	2,501.70
05/30/2025	81256	MICHIGAN STATE DISBURSEMENT U	199.31

BAY TOTALS:

CHECK REGISTER FOR CITY OF GLADSTONE

CHECK DATE 05/01/2025 - 05/31/2025

Item 9.

Check Date	Check	Vendor Name	Amount
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Bank BAY

Total of 141 Checks:			845,327.61
Less 0 Void Checks:			0.00
Total of 141 Disbursements:			<u>845,327.61</u>

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE
For Check Dates 05/01/2025 to 05/31/2025

Item 10.

Fund	Item	Amount
------	------	--------

Totals For Fund: 101

Gross Payment:	228,640.06
Net Payment:	160,636.07
Total Payroll:	297,821.15

-- Deductions --

AFLAC_AFTER	253.62
AFLAC_PRE	468.36
CRCL_TST	4,497.35
DC LOAN REPAY	2,069.84
DC LOAN REPAY2	339.41
DEFINED_COMP_4%	1,820.55
DEFINED_COMP_3	4,021.44
FITW	19,079.07
FOC	327.11
FOP	424.00
HEALTHINSCONT	7,156.92
MEDICARE_EE	3,127.27
MERS 457 ROTH %	368.23
MERS457	768.48
MERS457%	308.15
MSAEEFAMILY	470.11
MSAEESINGLE	34.73
MSASINGLE-EE	203.87
PSUPRPHONE	10.07
PUBSAFFPHONE	14.87
SITW_MI	8,384.29
SOCSEC_EE	13,371.80
SUPSUNIONDUES	90.53
TEAMSTERS	393.92
Total Deductions:	68,003.99

-- Expenses --

CLERK MSA EXPEN	12,500.00
DEFINED_COMP_11	19,064.18
EMPLOYER 457	1,178.10
MEDICARE_ER	3,127.27
MSA ER EX SUPER	1,200.00
MSA ER EXPENSE	5,229.01
MSA PS DIR ER	13,500.00
SOCSEC_ER	13,371.80
SUI	10.73
Total Expenses:	69,181.09

Totals For Fund: 202

Gross Payment:	4,113.73
Net Payment:	2,913.53
Total Payroll:	4,959.67

-- Deductions --

CRCL_TST	2.16
DEFINED_COMP_3	122.95
FITW	422.64
HEALTHINSCONT	151.90
MEDICARE_EE	57.27
MERS457	6.61
MSAEEFAMILY	2.16
MSAEESINGLE	10.28
SITW_MI	158.53
SOCSEC_EE	244.86
SUPSUNIONDUES	1.82
TEAMSTERS	19.02
Total Deductions:	1,200.20

-- Expenses --

DEFINED_COMP_11	450.87
MEDICARE_ER	57.27
MSA ER EXPENSE	92.94
SOCSEC_ER	244.86
Total Expenses:	845.94

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE
For Check Dates 05/01/2025 to 05/31/2025

Item 10.

Fund	Item	Amount
Totals For Fund: 203		
	Gross Payment:	10,099.37
	Net Payment:	6,836.95
	Total Payroll:	12,245.39
	-- Deductions --	
	AFLAC_AFTER	1.15
	AFLAC_PRE	5.79
	CRCL_TST	21.35
	DC LOAN REPAY	39.19
	DC LOAN REPAY2	73.92
	DEFINED_COMP_3	297.51
	FITW	1,073.55
	FOC	71.25
	HEALTHINSCONT	390.69
	MEDICARE_EE	140.00
	MERS457	20.50
	MERS457%	5.66
	MSAEEFAMILY	21.35
	MSAEESINGLE	25.23
	SITW_MI	387.41
	SOCSEC_EE	598.70
	SUPSUNIONDUES	2.27
	TEAMSTERS	86.90
	Total Deductions:	3,262.42
	-- Expenses --	
	DEFINED_COMP_11	1,090.80
	MEDICARE_ER	140.00
	MSA ER EXPENSE	316.42
	SOCSEC_ER	598.70
	SUI	0.10
	Total Expenses:	2,146.02
Totals For Fund: 248		
	Gross Payment:	10,944.90
	Net Payment:	8,048.59
	Total Payroll:	12,652.56
	-- Deductions --	
	AFLAC_AFTER	1.28
	AFLAC_PRE	6.44
	CRCL_TST	1.75
	DC LOAN REPAY	43.52
	DC LOAN REPAY2	82.11
	DEFINED_COMP_3	184.46
	FITW	893.23
	FOC	79.13
	HEALTHINSCONT	262.03
	MEDICARE_EE	154.79
	MERS457	42.53
	MSAEEFAMILY	1.75
	MSAEESINGLE	0.88
	SITW_MI	438.58
	SOCSEC_EE	661.81
	SUPSUNIONDUES	1.82
	TEAMSTERS	40.20
	Total Deductions:	2,896.31
	-- Expenses --	
	DEFINED_COMP_11	676.49
	MEDICARE_ER	154.79
	MSA ER EXPENSE	214.00
	SOCSEC_ER	661.81
	SUI	0.57
	Total Expenses:	1,707.66
Totals For Fund: 540		
	Gross Payment:	11,513.01
	Net Payment:	7,995.16
	Total Payroll:	13,964.87

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE
For Check Dates 05/01/2025 to 05/31/2025

Item 10.

Fund	Item	Amount
	-- Deductions --	
	AFLAC_AFTER	8.08
	AFLAC_PRE	16.80
	CRCL_TST	1.55
	DC LOAN REPAY	65.12
	DC LOAN REPAY2	122.86
	DEFINED_COMP_3	339.46
	FITW	740.84
	FOC	118.41
	HEALTHINSCONT	457.20
	MEDICARE_EE	158.84
	MERS457	30.88
	MERS457%	250.76
	MSAEEFAMILY	4.46
	MSAEE SINGLE	3.88
	SITW_MI	407.09
	SOCSEC_EE	679.07
	SUPSUNIONDUES	6.56
	TEAMSTERS	105.99
	Total Deductions:	3,517.85
	-- Expenses --	
	DEFINED_COMP_11	1,242.94
	MEDICARE_ER	158.84
	MSA ER EXPENSE	371.01
	SOCSEC_ER	679.07
	Total Expenses:	2,451.86
Totals For Fund: 582		
	Gross Payment:	70,219.97
	Net Payment:	46,969.40
	Total Payroll:	84,235.13
	-- Deductions --	
	AFLAC_AFTER	75.21
	AFLAC_PRE	337.31
	DEFINED_COMP_3	1,923.38
	ELECPHONE	14.87
	FITW	6,940.94
	HEALTHINSCONT	1,013.73
	IBEW876FLAT	193.81
	IBEW876UNION%	735.09
	MEDICARE_EE	978.38
	MERS457	1,568.58
	MERS457%	2,374.87
	MSAEEFAMILY	238.45
	SITW_MI	2,603.37
	SOCSEC_EE	4,183.54
	SUPSUNIONDUES	37.64
	TEAMSTERS	31.40
	Total Deductions:	23,250.57
	-- Expenses --	
	DEFINED_COMP_10	1,261.86
	DEFINED_COMP_11	5,647.82
	MEDICARE_ER	978.38
	MSA ER EX SUPER	600.00
	MSA ER EXPENSE	1,342.32
	SOCSEC_ER	4,183.54
	SUI	1.24
	Total Expenses:	14,015.16
Totals For Fund: 590		
	Gross Payment:	42,350.28
	Net Payment:	28,223.01
	Total Payroll:	51,057.83
	-- Deductions --	
	AFLAC_AFTER	38.22
	AFLAC_PRE	36.21
	CRCL_TST	1,663.10
	DC LOAN REPAY	128.96

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE
For Check Dates 05/01/2025 to 05/31/2025

Item 10.

Fund	Item	Amount
	DC LOAN REPAY2	2.10
	DEFINED_COMP_3	1,250.88
	FITW	4,157.90
	FOC	2.03
	HEALTHINSCONT	1,484.48
	IBEW876FLAT	0.73
	IBEW876UNION%	0.95
	MEDICARE_EE	583.37
	MERS 457 ROTH	11.64
	MERS457	250.50
	MERS457%	10.77
	MSAEEFAMILY	246.06
	SITW_MI	1,492.53
	SOCSEC_EE	2,494.45
	SUPSUNIONDUES	38.11
	TEAMSTERS	231.16
	USCM2284	3.12
	Total Deductions:	<u>14,127.27</u>
	-- Expenses --	
	DEFINED_COMP_11	4,578.94
	MEDICARE_ER	583.37
	MSA ER EXPENSE	1,050.79
	SOCSEC_ER	2,494.45
	Total Expenses:	<u>8,707.55</u>

Totals For Fund: 591

Gross Payment:	28,166.95
Net Payment:	18,082.80
Total Payroll:	33,854.95

-- Deductions --	
AFLAC_AFTER	138.05
AFLAC_PRE	63.68
CRCL_TST	27.43
DC LOAN REPAY	1,356.22
DEFINED_COMP_3	825.31
FITW	3,130.98
HEALTHINSCONT	936.94
IBEW876FLAT	0.73
IBEW876UNION%	0.95
MEDICARE_EE	388.62
MERS 457 ROTH	213.36
MERS457	130.52
MERS457%	10.77
MSAEEFAMILY	13.35
SITW_MI	1,039.00
SOCSEC_EE	1,661.77
SUPSUNIONDUES	31.33
TEAMSTERS	82.23
USCM2284	32.91
Total Deductions:	<u>10,084.15</u>

-- Expenses --	
DEFINED_COMP_11	3,018.83
MEDICARE_ER	388.62
MSA ER EXPENSE	618.78
SOCSEC_ER	1,661.77
Total Expenses:	<u>5,688.00</u>

Totals For Fund: 594

Gross Payment:	2,914.98
Net Payment:	2,182.94
Total Payroll:	3,332.07

-- Deductions --	
CRCL_TST	40.31
DEFINED_COMP_3	38.84
FITW	251.40
HEALTHINSCONT	30.42
MEDICARE_EE	41.45
MSAEEFAMILY	5.37

JOURNAL TOTALS BY FUND REPORT FOR CITY OF GLADSTONE

For Check Dates 05/01/2025 to 05/31/2025

Item 10.

Fund	Item	Amount
	MSASINGLE-EE	21.13
	SITW_MI	112.95
	SOCSEC_EE	177.20
	TEAMSTERS	12.97
	Total Deductions:	<u>732.04</u>
	-- Expenses --	
	DEFINED_COMP_11	142.44
	MEDICARE_ER	41.45
	MSA ER EXPENSE	55.04
	SOCSEC_ER	177.20
	SUI	0.96
	Total Expenses:	<u>417.09</u>
Totals For Fund: 706		
	Gross Payment:	305.20
	Net Payment:	186.72
	Total Payroll:	371.14
	-- Deductions --	
	AFLAC_AFTER	3.54
	AFLAC_PRE	4.98
	DEFINED_COMP_3	9.15
	FITW	31.52
	HEALTHINSCONT	1.69
	IBEW876FLAT	0.73
	IBEW876UNION%	0.95
	MEDICARE_EE	4.30
	MERS457	16.40
	MERS457%	10.77
	MSAEEFAMILY	1.94
	SITW_MI	11.92
	SOCSEC_EE	18.38
	TEAMSTERS	2.21
	Total Deductions:	<u>118.48</u>
	-- Expenses --	
	DEFINED_COMP_11	33.57
	MEDICARE_ER	4.30
	MSA ER EXPENSE	9.69
	SOCSEC_ER	18.38
	Total Expenses:	<u>65.94</u>



Board:	City Commission
Agenda Date:	06-09-2025
Department:	City Commission
Presenter:	Mayor Thompson

Staff Report

Agenda Item Title:

Discussion on Social District

Background:

Commissioner Pontius requested further discussion with the Commission on the Social District at this meeting.

Status update from DDA Coordinator Patricia West on 06-02-2025:

- Gladstone's state designation was approved last week.
- The logo is in final stages of development, and I'm optimistic I can present it during the meeting on Tuesday, June 9th
- Two establishment's applications will be presented to the commission for city approval on Tuesday, June 9th
- I'm meeting with Renee and Barry this week to discuss boundary marking and sign placement.
- My final thought/recommendation is that if there is a proposal to amend the district or plan, that the steering committee be invited to participate in that discussion.

Fiscal Effect:

Supporting Documentation:

Recommendation:



Board:	<u>City Commission</u>
Agenda Date:	<u>May 12, 2025</u>
Department:	<u>Downtown Development Authority</u>
Presenter:	<u>Patricia West</u>

Staff Report

Agenda Item Title:

Social District Establishment Applications

Background:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551.

Saunders Point Brewing and Wally’s Bar have submitted their state application to the City Commission for local approval.

Fiscal Effect:

None.

Supporting Documentation:

- Saunders’s Point Brewing Permit Application
- Wally’s Bar Permit Application

Recommendation:

Approve the Social District Permit Applications for Saunder’s Point Brewing and Wally’s Bar for consideration for approval by the Michigan Liquor Control Commission.



Social District Permit Information



Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor, unless the other licensee is a B-Hotel licensee and also holds a Social District Permit. A licensee, other than a B-Hotel licensee with a Social District Permit, shall not allow alcoholic liquor to be brought onto its licensed premises that was purchased from another licensee with a Social District Permit.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: Saunders Point Brewing LLC		
Address: 1000 Delta Ave		
City: Gladstone	State: MI	Zip Code: 49837
Contact Name: Jacob Mills	Phone: 906-280-0518	Email: saunderspointbrewing@yahoo.com

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <input type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<p>TOTAL DUE:</p> <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <p>Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title
Signature of Licensee
Date

Please return this completed form and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



LARA Revenue Services is **not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

Item 12.

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

MasterCard Visa Discover American Express

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081

LARA Revenue Services is **not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.



Social District Permit Information



Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

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Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor, unless the other licensee is a B-Hotel licensee and also holds a Social District Permit. A licensee, other than a B-Hotel licensee with a Social District Permit, shall not allow alcoholic liquor to be brought onto its licensed premises that was purchased from another licensee with a Social District Permit.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: White Water Tavern Inc. DBA Wallys Bar		
Address: 917 Delta Ave		
City: Gladstone	State: MI	Zip Code: 49837
Contact Name: Tonya Adams	Phone: 906-235-1586	Email: rtadams2023@gmail.com

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <i>Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)</i>	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<p>TOTAL DUE:</p> <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <p>Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title
Signature of Licensee
Date

Please return this completed form and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
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At a _____ meeting of the _____ council/board
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called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



LARA Revenue Services is **not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

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Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

MasterCard Visa Discover American Express

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081

LARA Revenue Services is **not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.



Board:	<u>City Commission</u>
Agenda Date:	<u>June 9, 2025</u>
Department:	<u>Downtown Development Authority</u>
Presenter:	<u>Patricia West</u>

Staff Report

Agenda Item Title:

DDA Board Term Reappointments

Background:

Jason Lippens and Nathan Neumeier’s terms on the Downtown Development Authority (DDA) expired in May 2025. Both individuals have expressed interest in continuing to serve and are seeking reappointment to the board, with a new term expiring in May 2029.

At its regular meeting on May 20, the Downtown Development Authority carried a motion to recommend the reappointment of Jason Lippens and Nathan Neumeier to the DDA Board. This recommendation is submitted to the Mayor for consideration, subject to approval by a majority vote of the members elect of the Gladstone City Commission.

Fiscal Effect:

None

Supporting Documentation:

None

Recommendation:

Reappoint Jason Lippens and Nathan Neumeier to the Downtown Development Authority with a term expiration of May 2029.



Board:	City Commission
Agenda Date:	June 9, 2025
Department:	Public Safety
Presenter:	Eric Buckman – Ron is on (Medical Leave)

Staff Report

Agenda Item Title:

Roof replacement – Public Safety Building

Background:

- 1) The Public Safety building was built in 2000 and it's time for a new roof.
- 2) The roof leaks in 3 different locations and the shingles are curling.
- 3) We have discussed this extensively and have put funding aside from P.A. 33 to address this issue.
- 4) We budgeted \$100,000 for the replacement this fiscal year.
- 5) On April 14, I posted Request for Proposals (RFP) on Facebook, Instagram and X.
- 6) I also had the Escanaba Daily Press run the RFP in the newspaper.
- 7) The deadline for RFP's was May 15, 2025, at 10:00AM
- 8) (4) proposals were received and were opened at City Hall by Ron, Barry and Eric.
- 9) A 5th proposal (Story Roofing) was received late – (Approximately 12:50pm on 5-15-25) & is also attached.
- 10) The bids estimates range from \$41,250.00 to \$67,750.00
- 11) All bids advise extra costs if any sheeting needs to be replaced, which is expected around the leaks.

Fiscal Effect:

\$41,250.00 to \$67,750.00 (plus extra for sheeting replacement)

Supporting Documentation:

- 1) Bid results sheet

Recommendation:

Motion to approve the low bid for Weaver Contracting for the roof replacement at Gladstone Public Safety.

**CITY OF GLADSTONE
BID RESULTS**

DATE: 5-15-25 - 10:00 A.M. (EST)

BID OPENING FOR: Roof Replacement - Public Safety Building

BID #	NAME OF BIDDER	Bid Amount
1	Independent Roofing & Siding Company	\$56,000.00
2	Citi Roofing Company	\$67,750.00
3	Weaver Contracting	\$41,250.00
4	A&M Roofing	\$48,000.00
5	Story Roofing (Proposal was late - 12:50pm)	\$65,909.00
6		
7		
8		
9		
10		
11		
12		

OPENED BY: Ronald L. Robinson

SIGNATURE: 



Board:	City Commission
Agenda Date:	6-9-2025
Department:	Water
Presenter:	Robert Spreitzer

Staff Report

Agenda Item Title:

Purchase Truck for Water Department

Background:

In April the Water department sent out an RFP to the Daily Press and local Dealerships for the purchase of a new, three-quarter ton, four-wheel drive work truck. The truck will include a service body and snowplow. Five bids were received on May 15th, 2025. The 5 Bids range from a low of \$66,356 to a high of \$72,718.50. Using the criteria of cost, adherence to specifications and delivery date; we are recommending accepting the proposal from Fox Marquette of \$67,719.75. Fox had the second fastest delivery time of 45 days. We are also requesting the addition of a rust proofing package priced at \$1,100. For a total purchase price of \$68,819.75.

Fiscal Effect:

This item is a capital expense that was budgeted for in the 2025-26 Water Department Budget. This purchase will be replacing our 2004 work truck.

Supporting Documentation:

Please see the attached bid results.

Recommendation:

Recommend awarding the bid to Fox Motors in the amount of \$68,819.75.

CITY OF GLADSTONE BID RESULTS

DATE: 05-15-2025 @ 1:00 PM

BID OPENING FOR: Water Department Truck Bid

BID #	NAME OF BIDDER	Pre-Bid Mtg	Bid Amount	Total Bid
1	<i>LaFontaine Automotive Group</i>	<i>—</i>	<i>/</i>	<i>\$ 71,679.00</i>
2	<i>Riverside Ford</i>	<i>—</i>		<i>\$ 66,350.00</i>
3	<i>Riverside Auto Sales Group</i>	<i>—</i>		<i>\$ 67,190.00</i>
4	<i>Riverside Chevy GMC</i>	<i>—</i>		<i>\$ 72,718.50</i>
5	<i>Fox Marquette</i>	<i>—</i>		<i>\$ 67,719.75</i>
6				
7				
8				
9				
10				
11				
12				

OPENED BY: *Rob Spreitzer, Kim Berry*

SIGNATURE: *Rob Spreitzer, Kim Berry*



Board:	City Commission
Agenda Date:	06-09-2025
Department:	Electric
Presenter:	James Olson

Staff Report

Agenda Item Title:

Electric Department Trailer Purchase

Background:

The Electric Department obtained quotes as required by the bidding and purchasing policy. The trailer to be purchased from 2 & 41 Sales has sold prior to the Commission meeting, so I am seeking approval to purchase the same or the next size up 22 with a purchase price not to exceed \$8,000.00. This new trailer will be replacing the twenty plus year old trailer.

Money to purchase this new trailer will be used from the revenue from the sale of the Dodge Pickup electric truck to the Parks & Recreation Department.

Fiscal Effect:

Not to exceed \$8,000.00

Supporting Documentation:

Three quotes attached.

Recommendation:

Motion to approve a budget amendment to the Electric Fund Vehicle Capital Outlay 582-560-970.000 for the purchase of a new trailer in the amount not to exceed \$8,000.00 for fiscal year 2025-2026.



2&41 SALES

7836 US HWY 2
Rapid River, MI 49878
906-474-2220

2and4trailersales@gmail.com



Name: City of Gladstone Phone: _____ Date: 5.19.2025
 Address: _____ VIN: _____
 Make: LoadTrail Type: Equipment Year: 2025 Ship Weight: 3600lbs Stock Number: 446

Date Ordered: _____ Est. Arrival: _____ Order Received by: _____

Item No.	Quantity	Description	Amount
446	1	83" x 20' 8" IBeam Equipment Trailer maxx Ramps Swap Pintle Hitch 14K GVW	\$7,300

Non Taxable: _____
 Sub-total: _____
 Tax: Exempt
 Title/Registration 15
 Total Amount: _____
 Deposit: _____

Payment Method
 Cash Check Check No.: _____ Card 4% Processing Fee: _____
 Payment Terms
 All checks should be made out to: **2&41 Sales**

Check Lugs after 25 miles.
 Amount Due: \$7,315
 Item 16.

-quote price valid
Stock trailer. any reorder increase

Northbound Truck & Trailer LLC

3420 M-35 Gladstone, MI 49837
 Phone 906-428-1017
 Fax 989-455-1003

INVO Item 16.

Date	Invoice #
5/19/2025	2903

Terms:

MI Reg # F170101 / Dealer # A010212
 Mechanic License
 # M287649 Steve Sanville

Bill To :

City of Gladstone

Year/Make/Model	Unit #	Lic #/Other
Mileage/HRS	Mechanic	

Item	Description	Quantity	Rate	Amount
STK245	82 * 18+2 Contractor Special 14k Tool Box Spare Tire VIN 5JWLB2523SN110506 Price includes switching to pintle hook	1	7,995.00	7,995.00
Thank you for your business, we appreciate it!				

IMPORTANT! If tires have been removed, lug nuts should be re-tightened after 50 miles.	Subtotal	\$7,995.00
	Sales Tax (6.0%)	\$0.00
All repairs and parts listed were furnished in compliance with Michigan Auto Repair Act. (P.A. 300) : _____ Steve Sanville	Total	\$7,995.00

Finance charges of 2% per month will be added to all unpaid balances. Customer is responsible for any NSF charges.

ALL PARTS ARE NEW UNLESS OTHERWISE STATED. YOU ARE ENTITLED BY LAW TO THE RETURN OF ALL PARTS REPLACED, EXCEPT THOSE WHICH ARE TOO HEAVY/LARGE, AND THOSE REQUIRED TO BE SENT BACK TO THE MANUFACTURER/DISTRIBUTOR BECAUSE OF WARRANTY OR AN EXCHANGE AGREEMENT. YOU ARE ENTITLED TO INSPECT THE PART WHICH CANNOT BE RETURNED TO YOU.

Customer Signature _____

Item 16.

HOME

INVENTORY



FINANCING

CONTACT US



RICE 14K Magnum Equipment Hauler

\$7,300.00

Length *



Board:	City Commission
Agenda Date:	06-09-2025
Department:	Electric
Presenter:	James Olson – Brett Niemi

Staff Report

Agenda Item Title:

Compliance of Michigan PA 229 – Energy Waste Reduction

Background:

WPPI has been evaluating option for compliance with Michigan PA 229 – Energy Waste Reduction. They looked at self-implementing with their current Energy Innovations Collaborative (EIC), MPPA/MMEA’s program, and the State administered Efficiency United (EU) program. They found the MPPA program ended up not being an option due to their member eligibility requirements nor does WPPI have confidence that Michigan Energy Options with the EIC program could achieve the energy savings requirements. Additionally, WPPI believes both would have higher costs than EU.

WPPI feels Efficiency United is the best available option and recommend that your utility participates starting January 1st, 2026. The program is contracted through Michigan Community Action (MCA), with CLEAResult as the implementation contractor. They sent us a draft last week with estimated costs coming in at 2.2% of annual revenues, which was lower than expected. Budget is based on:

- 1.5% energy savings goal
- Electrification not included
- 5% increase in revenues from 2025 to 2026
- 25% of incentives spent on income qualified measures

Fiscal Effect:

Estimates:

2026 \$99,608

2027 \$104,588

Supporting Documentation:

Estimates for Utility Budget

Recommendation:

Motion to authorize the City of Gladstone enter a contract with Efficiency United Program to comply with Michigan PA229 – Energy Waste Reduction and allow the City Manager Eric Buckman to sign the contract.

2026						
Utility	Implementation	Incentives	Admin	Evaluation	Total	
Baraga	\$ 22,236	\$ 32,118	\$ 4,324	\$ 3,088	\$ 61,766	
Crystal Falls	\$ 24,263	\$ 35,047	\$ 4,718	\$ 3,370	\$ 67,398	
Gladstone	\$ 35,859	\$ 51,796	\$ 6,973	\$ 4,980	\$ 99,608	
L'Anse	\$ 14,280	\$ 20,627	\$ 2,777	\$ 1,983	\$ 39,667	
Negaunee	\$ 30,171	\$ 43,581	\$ 5,867	\$ 4,190	\$ 83,809	
Norway	\$ 28,734	\$ 41,505	\$ 5,587	\$ 3,991	\$ 79,817	
Total	\$ 155,544	\$ 224,674	\$ 30,245	\$ 21,603	\$ 432,065	

2027						
Utility	Implementation	Incentives	Admin	Evaluation	Total	
Baraga	\$ 23,348	\$ 33,724	\$ 4,540	\$ 3,243	\$ 64,855	
Crystal Falls	\$ 25,477	\$ 36,799	\$ 4,954	\$ 3,538	\$ 70,768	
Gladstone	\$ 37,652	\$ 54,386	\$ 7,321	\$ 5,229	\$ 104,588	
L'Anse	\$ 14,994	\$ 21,658	\$ 2,916	\$ 2,083	\$ 41,650	
Negaunee	\$ 31,680	\$ 45,760	\$ 6,160	\$ 4,400	\$ 88,000	
Norway	\$ 30,171	\$ 43,580	\$ 5,867	\$ 4,190	\$ 83,808	
Total	\$ 163,321	\$ 235,907	\$ 31,757	\$ 22,683	\$ 453,669	



Board:	City Commission
Agenda Date:	June 9, 2025
Department:	General Fund
Presenter:	Vicki Schroeder

Staff Report

Agenda Item Title:

Extend the Summer 2025 Property Tax Due Date

Background:

Currently, the City's Charter states the summer property taxes are due August 15th. Past practice has been to extend the due date to coincide with the State, which is September 15, 2025.

Fiscal Effect:

None

Supporting Documentation:

None

Recommendation:

Motion to approve the extension of the summer property tax due date to September 15, 2025.



Board: City Commission
Agenda Date: 06-09-2025
Department: City Hall
Presenter: Eric Buckman

Staff Report

Agenda Item Title:

Local Union 406 Teamsters – Letter of Agreement

Background:

Letter of Agreement regarding City Hall 4/10 Summer Work Schedule

Fiscal Effect:

Supporting Documentation:

Letter of Agreement

Recommendation:

Motion to approve the letter of agreement between City of Gladstone and General Teamsters Local Year Union No. 406 regarding City Hall 4/10 Summer Work Schedule as presented.

LETTER OF AGREEMENT
Between
CITY OF GLADSTONE
And
GENERAL TEAMSTERS LOCAL UNION NO. 406

REGARDING: CITY HALL 4/10 SUMMER WORK SCHEDULE

WHEREAS, the City of Gladstone (hereinafter, "Employer") and General Teamsters Local Union No. 406 (hereinafter, "Union"), collectively (hereinafter, "Parties"), are signatories to a collective bargaining agreement (hereinafter, "Agreement") for certain City of Gladstone employees who work at City Hall, Department of Public Works, Water & Wastewater Departments, and Recreation Department. The term of the current Agreement is April 1, 2023, through March 31, 2026.

WHEREAS, the parties wish to structure a mechanism to evaluate the benefits and feasibility of an alternative summer work schedule for employees at City Hall, including potential increases in employee satisfaction, energy savings, and public service efficiency.

THEREFORE, the parties agree to the following trial period modifications contrary to Article 10, Section 10 of the current Agreement.

- (1) Starting June 1, 2025, and terminating on August 31, 2025, City Hall employees will work a modified summer work schedule. The standard work week during the trial period will consist of four (4) ten (10) hour shifts, Monday – Thursday.
- (2) The typical workday will be from 7:00 a.m. to 5:30 p.m., including a 30-minute unpaid lunch period.
- (4) Fridays will be scheduled off for all participating employees covered by the Agreement.
- (5) Employees working the 4/10 schedule will continue to accrue leave and receive benefits in accordance with the current Agreement, without change. Overtime will be compensated as outlined in the Agreement, recognizing that the regular workday under this agreement is ten (10) hours.
- (6) The City and Union both agree to meet near the end of the trial period, if so requested by either party, to assess the impact of the alternative work schedule. Evaluation criteria may include employee feedback, service delivery outcomes, and operational impacts.
- (7) This Letter of Agreement shall expire on August 31, 2025, at which time the standard work schedule outlined in the current Agreement shall resume, unless the parties mutually agree to extend or amend the arrangement in writing.

- (8) This Letter of Agreement is non-precedent setting and shall not be used to establish past practice or to interpret any provision of the existing Agreement between the parties.
- (9) This Letter of Agreement may be terminated by either party with fourteen (14) days written notice to the other party.

WHEREBY, all other terms and conditions of the current Agreement remain unchanged and in effect. The parties signify their agreement to the above by representative signatures appearing hereon.

CITY OF GLADSTONE

**GENERAL TEAMSTERS
LOCAL UNION NO. 406**

BY: _____
Eric Buckman
City Manager

BY: _____
Anthony LaPlant
Business Agent

DATE: _____

DATE: _____



Board:	City Commission
Agenda Date:	June 9, 2025
Department:	Wastewater
Presenter:	Rodney Schwartz

Staff Report

Agenda Item Title:

Wastewater Upgrades Request for Disbursement of Funds Draw #35.

Background:

According to the procedures required by Michigan Finance Authority State Revolving Loan Fund documents, requests for reimbursement of funds require Commission approval before sending to the State. Draw #35 includes Staab Construction payment #36 totaling \$70,000.00 and C2AE invoice #78601 totaling \$15,530.00.

Fiscal Effect:

\$85,530.00

Supporting Documentation:

Request for Disbursement of Funds Draw #35 packet.

Recommendation:

Approve Request for Disbursement of Funds Draw #35 totaling \$85,530.00.



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
Finance Division

**DRINKING WATER STATE REVOLVING FUND, CLEAN WATER STATE
REVOLVING FUND, AND STRATEGIC WATER QUALITY INITIATIVES FUND
REQUEST FOR DISBURSEMENT OF FUNDS**

As required under authority of Parts 52, 53, and 54 of NREPA, 1994 PA 451, as amended.

General Information

You must complete the information on pages 1 and 2 for each request for disbursement of funds that is submitted to the State Revolving Funds (SRF). A separate form is required for each assigned SRF project number. Detailed instructions can be found at the end of this document. Email this completed request along with cost supporting documentation (invoices) to your [EGLE project manager](#).

SRF Project Number: 5727-01 Request #: 35 Request Type: Partial Final

Period Covered by Request (M/D/Y): 4/25/2025 to 5/22/2025 Loan Amount: 21305000

Loan Recipient's Name: City of Gladstone Recipient's EIN: 38-6004686

Address: City Hall, 1100 Delta Avenue, Gladstone MI 49837 Phone Number: 906-428-2311

Recipient's Bank Name: Baybank

Address: 104 S. 10th Street, Gladstone MI 49837 Phone Number: 906-428-4040

Account Name: Checking ABA #: _____ Account #: _____

Special Instructions: _____

You must complete the information above along with page 2 for your request to be processed.

FOR EGLE USE ONLY

Amount this request from SRF loan (including BIL supplemental): _____

Amount this request from BIL EC: _____

Amount this request from BIL LSLR: _____

Amount this request from Grants ARP: _____ DWI: _____

Amount this request from Booker/WIFTA: _____

Budget Items (all amounts to the penny)	Approved Amount Incurred this Period	Approved Amount Incurred to Date
1. Asset Management Program/Fiscal Sustainability Costs		
2. Planning Costs		
3. Rate Methodology Development Costs		39895.83
4. Design Engineering Costs		1309660
5. Legal/Financial Service Fees		73625.00
6. Administrative Costs		2488.48
7. Bond Counsel Fees		65000
8. Bond Advertisement Costs		6533.10
9. Bid Advertisement Costs		
10. Capitalized Interest		
11. Land Acquisition/Relocation Costs		
12. Land Purchase Costs		
13. Construction Engineering Costs	15530	927682.25
14. Construction Costs (Bid Contracts)	70000	18207579.25
15. Construction Costs (Force Account)		
16. Equipment Costs		
17. Other Project Costs		
18. Adjustments Due to Other Funding		
19. Reimbursement from SRF-associated grant (ARP-SRF, DWI, Other)		
20. Total Amount Incurred This Period	85530	
21. Total Cumulative Amount Incurred to Date		20632463.91
22. Amount Previously Disbursed		20546933.91
23. Amount Requested for Loan Disbursement		85530

I certify that I am an authorized representative of the recipient and am authorized to make the following certifications on behalf of the recipient: (i) there is no pending litigation or event which will materially and adversely affect the project, the prospects for its completion, or the recipient's ability to make timely repayments on the obligation issued in connection with this project; (ii) the representations, warranties and covenants contained in the supplemental agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the supplemental agreement and the application for assistance for this project; and (iv) the amount requested for disbursement represents the loan amount due, which has not previously been requested.

Authorized Representative Name: Eric Buckman Title: City Manager

Authorized Representative Signature: _____ Date: _____

FOR EGLE USE ONLY

Approved by EGLE Project Manager: _____ Date: _____



Please Remit Payment To:
 106 West Allegan Street Suite 500
 Lansing, MI 48933
 1-866-454-3923

May 22, 2025
 Project No: 21-0210
 Invoice No: 78601

Eric Buckman
 City of Gladstone
 1100 Delta Avenue
 Gladstone, MI 49837-0032

Project 21-0210 City of Gladstone Wastewater Treatment Plant Improvements

Professional Services for the period ending May 04, 2025

Phase 02 General Engineering
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0023 Basis of Design	357,000.00	100.00	357,000.00	357,000.00	0.00
0030 Preliminary Engineering	715,000.00	100.00	715,000.00	715,000.00	0.00
0031 Final Engineering	171,000.00	100.00	171,000.00	171,000.00	0.00
0032 Bidding and Negotiating	35,000.00	100.00	35,000.00	35,000.00	0.00
0040 General Engineering	398,000.00	99.00	394,020.00	392,030.00	1,990.00
0060 Post Construction Engineering	26,500.00	40.00	10,600.00	0.00	10,600.00
Total Fee	1,702,500.00		1,682,620.00	1,670,030.00	12,590.00
Total Fee					12,590.00
Total this Phase					\$12,590.00

Phase 04 Additional Engineering
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0052 Part I and Part II	12,104.00	100.00	12,104.00	12,104.00	0.00
0060 Construction Survey	848.00	100.00	848.00	848.00	0.00
0061 Construction Compaction Testing	9,022.00	100.00	9,022.00	9,022.00	0.00
0063 O&M Manual	25,000.00	4.005	1,001.25	1,001.25	0.00
0064 Start Up Services	21,000.00	90.00	18,900.00	15,960.00	2,940.00
0065 Performance Evaluation	21,500.00	0.00	0.00	0.00	0.00
0066 GIS System Upgrades	2,500.00	0.00	0.00	0.00	0.00
0070 Soil Borings	11,660.00	100.00	11,660.00	11,660.00	0.00
0073 Easements and Related Surveys	2,640.00	100.00	2,640.00	2,640.00	0.00
0075 Environmental Permits	547.00	100.00	547.00	547.00	0.00
Total Fee	106,821.00		56,722.25	53,782.25	2,940.00

Project	21-0210	Gladstone 2021 WWTP Improvements	Invoice	78601
Total Fee				2,940.00
			Total this Phase	\$2,940.00

Phase	06	Resident Project Representative		
Contract Recap		Current Billing Amount	Previous Billed Amount	To-Date
Total Billings		0.00	498,000.00	498,000.00
Contract Amount				498,000.00
			Total this Phase	0.00
			Total this Invoice	\$15,530.00

Outstanding Invoices

Number	Date	Balance
78338	3/27/2025	4,990.00
Total		4,990.00

Remit to: **STAAB CONSTRUCTION CORPORATION**
1800 LAEMLE AVE
MARSHFIELD, WI 54449

Contractor's Application for Payment No. 36

To (Owner): CITY OF GLADSTONE	Application Period: 04/25/25 to 5/22/2025	Application Date : 05/22/25
Project: 4632- GLADSTONE, MI WWTF	From (Contractor): Staab Construction Corporation	Via (Engineer): C2AE
Owner's Contract No:	Contractor's Project No: 4632-	Engineer's Project No: ENG PROJ NO. 21-0120

**Application for Payment
Change Order Summary**

Change Orders approved in Previous months by Owner	\$661,673.25	-\$175,604.00
Number	Additions	Deductions
	0.00	0.00
TOTALS	\$661,673.25	-\$175,604.00
Net Change by Change Orders		\$486,069.25

1. ORIGINAL CONTRACT PRICE	\$17,743,000.00
2. Net Change By Change Orders	\$486,069.25
3. Current Contract Price (Line 1+2)	\$18,229,069.25
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Progress Estimate)	\$18,217,579.25
5. RETAINAGE:	
0.05 % of Total Contract (Project over 50% Complete)	
c. Total Retainage (Line 5a = 5b)	\$10,000.00
6. AMOUNT ELEGIBLE TO DATE (Line 4 - Line 5c)	\$18,207,579.25
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) . .	\$18,137,579.25
8. AMOUNT DUE THIS APPLICATION.	\$70,000.00
9. BALANCE TO FINISH, PLUS RETAINAGE	
(Column H on Progress Estimate + Line 5 above)	\$21,490.00

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;
(2) Title of all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

STAAB CONSTRUCTION CORPORATION

By: Kevin J. Leick Date: 5-21-25
Kevin J. Leick Sr. Vice President

Payment of: \$70,000.00
Line 8 or other - attach explanation of other amount)

is recommended by: [Signature] 06/04/2025
(Engineer) (Date)

Payment of: \$70,000.00
Line 8 or other - attach explanation of other amount)

is approved by: _____ (Date)
(Owner)

Approved by: _____ (Date)
(Funding or Financing Agency (if applicable))

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 36

Application Date : 5/22/2025

To: 5/22/2025

Architect's Project No.ENG PROJ NO. 21-0120

Invoice # : 36

Contract : 4632- GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
010010-00	PM/Supervision	420,000.00	420,000.00	0.00	0.00	420,000.00	100.00%	0.00	
012200-00	Bonds & Insurance	205,000.00	205,000.00	0.00	0.00	205,000.00	100.00%	0.00	
013100-00	Misc Job Expenses	420,000.00	420,000.00	0.00	0.00	420,000.00	100.00%	0.00	
015000-00	Temporary Facilities	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	
016000-00	Yard & Equipment	545,000.00	545,000.00	0.00	0.00	545,000.00	100.00%	0.00	
024100-00	Demolition	145,000.00	145,000.00	0.00	0.00	145,000.00	100.00%	0.00	
024135-00	Equipment Demo	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	
030000-00	Sitework Concrete	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	
030000-10	Service Concrete	140,000.00	140,000.00	0.00	0.00	140,000.00	100.00%	0.00	
030000-20	Administration Concrete	255,000.00	255,000.00	0.00	0.00	255,000.00	100.00%	0.00	
030000-30	Primary Settling Tank Concrete	510,000.00	510,000.00	0.00	0.00	510,000.00	100.00%	0.00	
030000-40	MBBR Concrete	495,000.00	495,000.00	0.00	0.00	495,000.00	100.00%	0.00	
030000-50	Final Settling Tank No 1 & 2 Concr	63,000.00	63,000.00	0.00	0.00	63,000.00	100.00%	0.00	
030000-54	Final Settling Tank No 3 Concrete	305,000.00	305,000.00	0.00	0.00	305,000.00	100.00%	0.00	
030000-56	Splitter Box Concrete	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	
030000-60	Chlorine Contact Concrete	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	
030000-70	Primary Digester Concrete	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	
034000-00	Precast Concrete	46,000.00	46,000.00	0.00	0.00	46,000.00	100.00%	0.00	
036200-00	Concrete Repairs	26,000.00	22,000.00	4,000.00	0.00	26,000.00	100.00%	0.00	
042000-00	Masonry	393,000.00	393,000.00	0.00	0.00	393,000.00	100.00%	0.00	
055000-00	Metal Fabrications	320,000.00	320,000.00	0.00	0.00	320,000.00	100.00%	0.00	
066000-00	FRP Fabrications	110,000.00	110,000.00	0.00	0.00	110,000.00	100.00%	0.00	
068160-00	FRP Weirs & Baffles	114,000.00	114,000.00	0.00	0.00	114,000.00	100.00%	0.00	
072113-00	Foundation Insulation	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00%	0.00	
074213-00	Insulated Wall Panels	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	
075300-00	Single Ply Roof	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00%	0.00	
081000-00	Metal & FRP Doors	180,000.00	180,000.00	0.00	0.00	180,000.00	100.00%	0.00	
084000-00	Alum Doors & Windows	32,000.00	32,000.00	0.00	0.00	32,000.00	100.00%	0.00	
092116-00	Metal Stud & Drywall	38,000.00	38,000.00	0.00	0.00	38,000.00	100.00%	0.00	
093000-00	Ceramic Tile	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 36

Application Date : 5/22/2025

To: 5/22/2025

Architect's Project No.ENG PROJ NO. 21-0120

Invoice # : 36

Contract : 4632- GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
095100-00	Ceiling Tile	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	
096500-00	Resilient Flooring	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00%	0.00	
099100-00	Painting	480,000.00	475,000.00	0.00	0.00	475,000.00	98.96%	5,000.00	
101000-00	Misc Specialties	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	
107313-00	Metal Awnings	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	
123000-00	Casework & Cabinets	95,000.00	95,000.00	0.00	0.00	95,000.00	100.00%	0.00	
124000-00	Furnishings ALLOWANCE	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	
133400-00	Primary Tank Cover	245,000.00	245,000.00	0.00	0.00	245,000.00	100.00%	0.00	
220500-00	Plumbing	405,000.00	404,000.00	0.00	0.00	404,000.00	99.75%	1,000.00	
230500-00	HVAC	1,400,000.00	1,397,000.00	2,000.00	0.00	1,399,000.00	99.93%	1,000.00	
260500-00	Electrical Construction	2,300,000.00	2,297,000.00	2,000.00	0.00	2,299,000.00	99.96%	1,000.00	
260500-01	Electrical ALLOWANCE	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00%	0.00	
312000-00	Earthwork	590,000.00	590,000.00	0.00	0.00	590,000.00	100.00%	0.00	
312343-00	Dewatering	320,000.00	320,000.00	0.00	0.00	320,000.00	100.00%	0.00	
314116-00	Permanent Sheeting	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	
321216-00	Asphalt Paving	64,000.00	64,000.00	0.00	0.00	64,000.00	100.00%	0.00	
323100-00	Fencing	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	
329219-00	Site Restoration	17,000.00	17,000.00	0.00	0.00	17,000.00	100.00%	0.00	
333000-01	Underground Piping Materials	360,000.00	360,000.00	0.00	0.00	360,000.00	100.00%	0.00	
333000-02	Underground Piping Install	570,000.00	570,000.00	0.00	0.00	570,000.00	100.00%	0.00	
400519-01	Interior Piping Materials	1,100,000.00	1,100,000.00	0.00	0.00	1,100,000.00	100.00%	0.00	
400519-02	Interior Piping Install	390,000.00	390,000.00	0.00	0.00	390,000.00	100.00%	0.00	
400557-00	Stop & Slide Gates	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	
400562-00	Valve Material	650,000.00	650,000.00	0.00	0.00	650,000.00	100.00%	0.00	
412214-00	Trolley & Hoist	49,000.00	49,000.00	0.00	0.00	49,000.00	100.00%	0.00	
431133-00	Rotary Screw Blower	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	
432313-00	Centrifugal Slurry Pumps	78,000.00	78,000.00	0.00	0.00	78,000.00	100.00%	0.00	
432331-00	Drypit Sumbersible Pumps	370,000.00	370,000.00	0.00	0.00	370,000.00	100.00%	0.00	
432331-01	Vertical Non Clog Sewage Pumps	62,000.00	62,000.00	0.00	0.00	62,000.00	100.00%	0.00	
462133-00	Rotary Drum Screen	145,000.00	145,000.00	0.00	0.00	145,000.00	100.00%	0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.

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Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 36

Application Date : 5/22/2025

To: 5/22/2025

Architect's Project No.ENG PROJ NO. 21-0120

Invoice # : 36

Contract : 4632- GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
462324-00	Vortex Grit Removal and Classifier	380,000.00	380,000.00	0.00	0.00	380,000.00	100.00%	0.00	
464350-00	Chain and Flight Sludge Collector	355,000.00	355,000.00	0.00	0.00	355,000.00	100.00%	0.00	
465326-00	MBBR Equipment	610,000.00	610,000.00	0.00	0.00	610,000.00	100.00%	0.00	
467318-00	Digester Floating Cover	280,000.00	280,000.00	0.00	0.00	280,000.00	100.00%	0.00	
467330-00	Mechanical Sludge Mixing Equip	80,000.00	79,510.00	0.00	0.00	79,510.00	99.39%	490.00	
467333-00	Digester Gas Handling	130,000.00	128,000.00	1,000.00	0.00	129,000.00	99.23%	1,000.00	
467341-00	Spiral Heat Exchanger	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	
468000-00	Samplers	48,000.00	48,000.00	0.00	0.00	48,000.00	100.00%	0.00	
C.O. # 01	Change Order #1	-68,722.00	-68,722.00	0.00	0.00	-68,722.00	100.00%	0.00	
C.O. # 02	Change Order #2	69,561.00	69,561.00	0.00	0.00	69,561.00	100.00%	0.00	
C.O. # 03	Change Order #3	120,708.00	120,708.00	0.00	0.00	120,708.00	100.00%	0.00	
C.O. # 04	Change Order #4	-47,909.00	-47,909.00	0.00	0.00	-47,909.00	100.00%	0.00	
C.O. # 05	Change Order #5	-57,379.00	-57,379.00	0.00	0.00	-57,379.00	100.00%	0.00	
C.O. # 06	Change Order #6	154,269.00	154,269.00	0.00	0.00	154,269.00	100.00%	0.00	
C.O. # 07	Change Order #7	66,842.00	66,842.00	0.00	0.00	66,842.00	100.00%	0.00	
C.O. # 08	Change Order #8	26,198.00	26,198.00	0.00	0.00	26,198.00	100.00%	0.00	
C.O. # 09	Change Order #9	-1,594.00	-1,594.00	0.00	0.00	-1,594.00	100.00%	0.00	
C.O. # 10	Change Order #10	9,082.00	9,082.00	0.00	0.00	9,082.00	100.00%	0.00	
C.O. # 11	Change Order #11	13,102.25	13,102.25	0.00	0.00	13,102.25	100.00%	0.00	
C.O. # 12	Change Order #12	19,742.00	19,742.00	0.00	0.00	19,742.00	100.00%	0.00	
C.O. # 13	Change Order #13	148,301.00	128,301.00	18,000.00	0.00	146,301.00	98.65%	2,000.00	
C.O. # 14	Change Order #14	33,868.00	30,868.00	3,000.00	0.00	33,868.00	100.00%	0.00	
Grand Totals		18,229,069.25	18,187,579.25	30,000.00	0.00	18,217,579.25	99.94%	11,490.00	10,000.00



Board:	City Commission
Agenda Date:	06-09-2025
Department:	All
Presenter:	Eric Buckman & Departments

Staff Report

Agenda Item Title:

Set City of Gladstone Utility Rates & Fee Schedule

Background:

The City is required to set the rates at the first meeting in June of each year. Rate and fee adjustments are in the proposed Utility Rate & Fee Schedule document. All utility rates were adjusted utilizing WPPI, Waterworth Software and Utility Financial Services, LLC cost of service study and fees have been adjusted due to cost and inflation.

Rates and fees are effective August 1, 2025.

Fiscal Effect:

Various

Supporting Documentation:

City of Gladstone Utility Rates & Fees Schedule

Recommendation:

Approve the utility rates and fee schedule as presented with an effective date of August 1, 2025.

2024-2025 FEE SCHEDULE

APPROVED BY CITY COMMISSION 06/10/2024



Department Contact Information

Departmental Fees


- City Hall
- Community Development
- Downtown Development Authority
- Fernwood Cemetery
- Public Safety
- Public Works
- Recreation

Utility Rates & Fees

- Electric
- Wastewater
- Water
- Solid Waste

CITY OF GLADSTONE
 DIRECTORY

Item 21.

City Manager	Eric Buckman	ebuckman@gladstonemi.gov	906-428-3181 ext 8
City Clerk	Kimberly Berry	kberry@gladstonemi.gov	906-428-2311 ext 7
Treasurer	Vicki Schroeder	vschroeder@gladstonemi.gov	906-428-3636 ext 6
Assessor	Janice Ketcham	jketcham@gladstonemi.gov	906-428-3636 ext 5
Community Development/Zoning	Reneé Barron	rbarron@gladstonemi.gov	906-428-4586 ext 4
DDA Coordinator	Patricia West	pwest@gladstonemi.gov	906-428-4586 ext 4
Accounts Payable	Rhonda Bernson	rbernson@gladstonemi.gov	906-428-3737 ext 3
Utility Billing	Patti LeBombard	plebombard@gladstonemi.gov	906-428-3737 ext 2
Electrical Superintendent	James Olson	jolson@gladstonemi.gov	906-428-1701 ext 9
Water Superintendent	Rob Spreitzer	rspreitzer@gladstonemi.gov	906-428-9460
Wastewater Superintendent	Rodney Schwartz	rschwartz@gladstonemi.gov	906-428-1757
Public Works Superintendent	Barry Lund	blund@gladstonemi.gov	906-428-9577
Parks & Recreation Director	Wendy Taavola	wtaavola@gladstonemi.gov	906-428-9222
Public Safety Director	Ron Robinson	rrobinson@gladstonemi.gov	906-428-3131
City Hall Fax	906-428-3122		
City Website	www.gladstonemi.gov		
Utility Payments via phone	855-232-9050		
Utility Payments online	www.myaccount.gladstonemi.org		
Web app	my meter 		
Campground	906-428-1211		
Harbor	906-428-2916		

GENERAL GOVERNMENT
2024-2025

Item 21.

Fee Item	Fee	Minimum Bond Requirement	Notes
Metal Detecting Permit	\$ 5.00	\$ -	annual
Going Out of Business-Application for Sale	\$ 50.00	\$ -	
Going Out of Business-Application for Sale-Renewal	\$ 50.00	\$ -	
Business Registration	\$ -	\$ -	
Hawker or Peddler		\$ 200.00	Per application
	\$ 10.00		Each Day
	\$ 30.00		Each Week
	\$ 50.00		Each month
	\$ 100.00		Each year

Sales of Products from Temp Structures - Confections; Food; Tobacco; Tobacco Products	\$ 2.00	\$ -	One Day
	\$ 3.00	\$ -	Period not exceeding one week
	\$ 10.00	\$ -	Period not exceeding one month
	\$ 25.00	\$ -	Period not exceeding six months
	\$ 35.00		Period not exceeding one year

All Licenses under this section expire May 1 of each year. Location of temporary structure subject to approval as per ordinance (Sec. 10-192)

Transient Photographer	\$ 3.00	\$ -	One Day
			Each successive day not exceeding six months
	\$ 2.00		Period of six months
	\$ 35.00		Period of one year
Transient Merchant	\$ 15.00	\$ 2,000.00	1st Day
	\$ 15.00		Each successive day
Circus &/or Menagerie	\$ 75.00	\$ -	Per day
Carnival &/or Medicine Show	\$ 25.00	\$ -	Per day
Taxicab	\$ 10.00	Sec Sec. 10-392 of City Code	Per taxicab
Bus	\$ 10.00	Sec Sec. 10-392 of City Code	Per bus

Assessment or Tax Roll Requests

Hard Copy	\$ 700.00		per roll requested
Electronic Copy	\$ 500.00		per roll requested
Assessment Card	\$ 5.00		per card (hard copy)
Assessment Card	\$ 2.00		per card (electronic)

Miscellaneous Fees

City Hall copies	\$ 1.00		per page
Notary Fee	\$ 5.00		per transaction
Commission Packet-Printed & Mailed	\$ 3.00		per packet plus postage
Non Sufficient Fund Payment (NSF)	\$ 25.00		per incident

HOUSING/BUILDING/ZONING
2024-2025

Item 21.

Fee Item	Fee	Notes
Initial Rental Inspection Per Building	\$ 35.00	Single/Duplex
	\$ 45.00	Three to Five Units
	\$ 70.00	Six to Ten Units
	\$ 85.00	Eleven or more
Per Unit Charge in Addition To Rental Inspection Charge Per Building	\$ 5.00	Three to Five Units
	\$ 3.00	Six to Ten Units
	\$ 2.00	Eleven or more
Rental Certification-Per Unit	\$ 15.00	Every 2 years
Rental Registration	\$ 10.00	Upon becoming a rental unit
Late Rental Registration	\$ 50.00	Non-compliance rental registration or changes not reported
Late Inspection Cancellation Notice	\$ 20.00	Two (2) Business Days Prior
First Re-inspection	\$ -	Re-inspection of issues from initial inspection
Subsequent Re-Inspections	\$ 30.00	Additional inspections for issues unresolved
Broken Appointment reschedule fee	\$ 35.00	No show for inspection
Outside normal inspection hours	\$ 60.00	Single Family to Two Units
	\$ 70.00	Three to Five Units
	\$ 95.00	Six to Ten Units
	\$ 110.00	Eleven or more Units
Property Maintenance Appeal Fee	\$ 100.00	Per issue appealed
Nuisance Property Fee	\$ -	Fee based on contractor fee and materials + 15%
Permits	\$ 30.00	Fence
	\$ 12.50	Temporary Sign
	\$ 12.50	Construction Sign
	\$ 12.50	Community Special Event Sign
	\$ 25.00	Sign in Residential Area
	\$ 30.00	Sign in Commerical Area
	\$ 30.00	Home Occupation Permit
	\$ 30.00	Zoning Compliance Permit
\$ 80.00	Zoning Verification Letter per parcel requested	
Project completion without permit issuance	\$ -	Double appropriate permit fee plus applicable fines
Applications	\$ 550.00	Cell Antenna Site Application
	\$ 550.00	Fiber Installation Application
	\$ 250.00	Special Meeting Request
	\$ 200.00	Conditional Use-Residential
	\$ 300.00	Conditional Use-Commercial/Industrial
	\$ 300.00	Rezoning/Text Amendment (plus GIS fee and mailing costs)
	\$ 500.00	Alley/Street Vacated/Easement (Plus admin & Legal cost)
	\$ 250.00	Variance/Waiver/ZBA Request
	\$ 200.00	Land Divisions/Lot Splits-unplatted
	\$ 50.00	Land Divisions/Lot Splits-platted
\$ 50.00	GIS Parcel Update	
<i>If Application requires Public Notice, postage fee will be added.</i>		
Site Plan Reviews	\$ 200.00	Site Plan Review-Partial
	\$ 300.00	Site Plan Review-Full
	\$ 450.00	Planned Unit Development-Plus Consulting Costs

Market Square Rental

Set-Up	Fee	Refundable Deposit	6ft Table & 2 Chairs	Canopy, 6ft Table & 2 Chairs
Full Space	\$ 100.00	\$ 25.00	\$ 10.00	\$ 15.00
Shared Space to Extended Season	\$ 10.00	\$		

Farmers Market		
Vendor Fee-Full 2024 Season	\$ 75.00	includes 1 canopy, 1 table & 2 chairs
Vendor Fee-Full 2025 Season	\$ 100.00	includes 1 canopy, 1 table & 2 chairs
Vendor Fee-One Time	\$ 25.00	includes 1 canopy, 1 table & 2 chairs

FERNWOOD CEMETERY
2024-2025

Item 21.

	Fee Item	Resident	Non-Resident	Notes
Plot Prices	One Plot	\$ 670.00	\$ 1,005.00	
	Family Plot	\$ 4,675.00	\$ 7,010.00	Eight Full
	Half Family Plot	\$ 2,470.00	\$ 3,705.00	Four Full
	Babyland Plot	\$ 125.00	\$ 190.00	
	Cremains Plot	\$ 410.00	\$ 615.00	Two Urns

Opening/Closing Graves - Burial Cost**	Adult	\$ 695.00	\$ 1,040.00	
	Small Grave	\$ 335.00	\$ 500.00	
	Stillborn	\$ 335.00	\$ 335.00	
	Urn of Cremains	\$ 325.00	\$ 500.00	
	Limb	\$ 325.00	\$ 500.00	

Additional Fees	Weekday	\$ 165.00	\$ 165.00	Effective 2:00 p.m.-3:30 p.m
	Weekends & Holidays	\$ 390.00	\$ 390.00	Full Burial
	Weekends & Holidays	\$ 230.00	\$ 230.00	Urn Burial
	Winter Storage	\$ 50.00	\$ 50.00	Burial at Fernwood
	Winter Storage	\$ 100.00	\$ 100.00	Burial another Cemetery
	Winter Burial	\$ 550.00	\$ 550.00	Full Burial
	Winter Burial	\$ 225.00	\$ 225.00	Urn Burial (\$220 both)
	Set Veterans Marker	\$ 100.00	\$ 100.00	
	Monument Foundation/Encase Marker	\$ 0.25	\$ 0.25	Per square inch measured from the outside of concrete

Perpetual Care - Included in plot prices above	Single Plot	\$ 100.00	\$ 100.00	
	Family Plot	\$ 400.00	\$ 400.00	
	Cremation Plot	\$ 50.00	\$ 50.00	

Perpetual Care must be paid in full before the burial on a family plot. When purchasing plots for a burial, the plot in which a burial will be made must be paid in full before the burial. The opening of the grave must be paid prior to the burial.

- *Resident Veterans will be charged 50% of opening & closing charge
- *Veteran killed on active duty opening & closing burial charge is waived
- **DHHS Assistance burials required to pay 50% of burial charge

All markers and monuments shall have bases, which shall be 3" larger than the marker or monument on all sides

PUBLIC SAFETY
2024-2025

Item 21.

	Fee Item	Fee	Notes
	PBT Test Fee	\$ 3.00	Preliminary Breath Test
	Parking Violations	\$ 20.00	per violation-fines doubles is ot paid within 10 days
Public Safety or Fire Emergencies*	Personnel-Public Safety		per hour rate based on Union Contract
	Personnel-Volunteer Firefighter	\$ 13.00	per hour/per volunteer
	Personnel-Volunteer Fire Chief	\$ 14.00	per hour
	Engine 64	\$ 100.00	per hour
	Engine 65	\$ 100.00	per hour
	Foam Buckets Used	\$ 200.00	per container
	Fire Extinguishers Used	\$ 50.00	per extinguisher
	Other Rescue Related Equipment	\$ 100.00	per hour (Ice Rescue/Hovercraft)

*Charges for Public Safety or Fire Emergencies will not be assessed if the total costs do not exceed \$250 per incident.
Charges will not exceed \$1,000 except in the case of illegal fires or criminal events*

*Code of Ordinances, Chapter 18, Sec. 18.1

Notary Fee	\$ 5.00	per transaction
Processing NSF checks	\$ 25.00	3+ incidents, same offender, same business (pd by business)
Finger Printing	\$ 10.00	Prints only done when forms supplied by Applicant
Freedom of Information Act Requests		Rate per FOIA Policy

PUBLIC WORKS
2024-2025

Item 21.

	Fee Item	Fee	Notes
Streets	Concrete Curb Removal	\$ 7.10	per linear foot (\$100 min)
	Concrete Curb Installation	\$ 21.57	per linear foot (\$200 min)
	6" Concrete Driveway Removal	\$ 2.90	per square foot (\$100 min)
	6" Concrete Driveway Installation	\$ 8.40	per square foot (\$200 min)
	Boulevard Restoration		Time & Material plus 10%
	Grass Cutting	\$ 50.00	base fee plus time & materials
	Right-of-way permit	\$ 25.00	\$50 if construction starts before permit is approved
	Utility company yearly permit	\$ 50.00	
	Dumpster Permit	\$ 50.00	2-week permit (in right of ways)- additional \$50 if dumpster is placed before receiving permit
Sidewalks	Sidewalk Removal	\$ 2.10	per square foot (\$100 min)
	4" Sidewalk Installation	\$ 6.10	per square foot (\$150 min)
	6" Sidewalk Installation	\$ 8.25	per square foot (\$150 min)
	Snow Removal (other)	\$ 50.00	base fee plus time & equipment plus 10%
	Snow Removal Truck Load	\$ 60.00	per Truckload
GIS Services	Full Map	\$ 600.00	
	Quarter Section	\$ 65.00	
Printed Map	8 1/2" x 11"	\$ 7.00	Black and White
	8 1/2" x 11"	\$ 12.00	Color
	11" x 14"	\$ 9.00	Black and White
	11" x 14"	\$ 16.00	Color
	Large Print	\$ 25.00	Black and White
	Large Print	\$ 35.00	Color
	Labor*	\$ 65.00	per hour

**After first hour, hourly rate is added to map cost*

PARKS AND RECREATION
2024-2025

Item 21.

	Fee Item	Resident	Non Resident	Notes	
Facility Rentals	Kids Kingdom Pavilion	\$ 50.00	\$ 80.00	per day	
	Large Pavilion	\$ 80.00	\$ 120.00	per day	
	Beach House	\$ 70.00	\$ 120.00	per day	
	Gazebo	\$ 25.00	\$ 40.00	per day	
	Ski Chalet		\$ 100.00	\$ 150.00	Mon-Thur
			\$ 400.00	\$ 500.00	1-day (Fri, Sat or Sun)
			\$ 700.00	\$ 800.00	2-day (Fri & Sat or Sat & Sun)
			\$ 100.00	\$ 100.00	3-hour block Grad week-end only
		\$ 100.00	\$ 100.00	Weekday Security Deposit	
		\$ 250.00	\$ 250.00	Weekend Security Deposit	
Ballfields	Bayshore Ballfied	\$ 225.00	\$ 225.00	Per reserved day of the week for season	
	Bayshore Ballfied	\$ 100.00	\$ 100.00	Per season for football	
	Besse Complex Ballfield	\$ 10.00	\$ 10.00	Per 1-1/2 hours for non-contract holders games and practices	
	Besse Complex Tournaments	\$ 300.00	\$ 300.00	per week-end tournament (Fri,Sat,Sun)	
	Besse Complex Concession	\$ 100.00	\$ 100.00	per single day event	
	Ski & Tubing	Skiing	\$ 12.00	\$ 12.00	per day
Preschool Skiing		\$ 4.00	\$ 4.00	per day	
Combo		\$ 18.00	\$ 18.00	Skiing & 1/2 day tubing per day	
Tubing		\$ 10.00	\$ 10.00	1/2 day	
Skiing Membership			\$ 150.00	\$ 175.00	Single
			\$ 250.00	\$ 290.00	Family
Tubing Membership			\$ 110.00	\$ 135.00	Single
			\$ 170.00	\$ 205.00	Family
Combo Membership			\$ 220.00	\$ 265.00	Single
			\$ 380.00	\$ 450.00	Family
Private Tubing Parties	Less than 50 people	\$	105.00	per hour	
	50-75 people	\$	130.00	per hour	
	76-100 people	\$	155.00	per hour	
	101-150 people	\$	180.00	per hour	
	151-200 people	\$	250.00	per hour	
	over 200 people	\$	350.00	per hour	
	tow attendent	\$	70.00	per hour	
Harbor	North Wall 25'	\$	1,525.00		
	East Wall 30' Pier	\$	1,830.00		
	East Wall 45' Pier	\$	2,745.00		
	West End	\$	800.00	build your own dock	
	Transient		25' and less = \$25.00/day >25' = \$1.00/foot/day	Variable rate set by MI State Waterways Commission	

PARKS AND RECREATION
2024-2025

Item 21.

	Fee Item	Resident	Non Resident	
Boat Ramp	Daily	\$ 5.00	\$ 5.00	
	Seasonal	\$ 30.00	\$ 40.00	
	Senior Seasonal	\$ 20.00	\$ 30.00	over 62 years old

	Fee Item	Daily	Weekly	Monthly
Campground	Tent Site	\$ 15.00	\$ 105.00	NA
	Electric	\$ 25.00	\$ 175.00	\$ 575.00
	Water & Electric	\$ 30.00	\$ 210.00	\$ 690.00
	Full	\$ 35.00	\$ 245.00	\$ 805.00

*Campground monthly rates reflect 7 free days

*Campground rates approved by City Commission 3/22/21

UTILITY RATES & FEES

ELECTRIC
WASTEWATER
WATER
SOLID WASTE

Rates approved
Rates effective 08/01/2024
Fees adopted 06/10/2024

ELECTRIC RATES
EFFECTIVE 08/01/2024

Item 21.

	Customer Class	Readiness to Serve	Energy Charge	Notes
Residential	Residential	\$ 16.00	\$ 0.12850	
	All Electric	\$ 16.00	\$ 0.11450	no gas service at home
	Hot Water Heater	\$ 13.00	\$ 0.11450	additional meter
	Home Heat	\$ 13.00	\$ 0.11450	additional meter

Small Commercial *Demand 20 kW or less per month	1 Phase meter	\$ 20.00	\$ 0.14050	
	3 Phase meter	\$ 24.00	\$ 0.14050	

Large Commercial *Demand between 20-40 kW	All meter sizes	\$ 40.00	\$ 0.11160	
	Energy Limiter Charge		\$ 0.13769	
	Demand Charge		\$ 5.00	per kW
	Distribution Demand Charge		\$ 1.25	per kW

Small Power *Demand between 40-100 kW	All meter sizes	\$ 50.00	\$ 0.08750	
	Energy Limiter Charge		\$ 0.13392	
	Demand Charge		\$ 10.00	per kW
	Distribution Demand Charge		\$ 2.00	per kW

Large Power	All meter sizes	\$ 175.00	\$ 0.07500	
	Demand Charge		\$ 12.00	per kW
	Distribution Demand Charge		\$ 2.25	per kW

*Distribution Demand is calculated on the highest demand over a rolling 12-month period of time

*Demand thresholds are based on demand not exceeding maximum over a 12 consecutive month period of time

*For each month, the customer shall be billed the lessor of 1) the amount for the Energy Limiter, and 2) the amount for Energy charge plus the amount for the Demand Charge. Does not affect Readiness to Serve, PCAC or distribution demand charges .

Distributed Generation	All Solar		\$ (0.04481)	Power returned to City by Solar Generation as metered. Rate changes Jan 1 annually based on power costs. Calculated by WPPI
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Street Lights	All wattage	\$ 17.50	\$ 0.15000	
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Dusk to Dawn	All wattage	\$ 9.75	\$ 0.15000	
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ELECTRIC RATES
EFFECTIVE 08/01/2024

Item 21.

ADDITIONAL BILLING FEES		
Item	Fee	Notes
Power Cost Adjustment (PCAC)	variable	Based on cost power power purchased vs kWh sold. May
LIEAF	\$ 0.90	Set by MPSC every October 1. No more than \$1
Energy Optimization (EO)-Residential		
Energy Optimization (EO)-Commercial		
Meter reconnection	\$ 15.00	Reconnection of meter service
Meter reconnection-enforced off	\$ 30.00	Reconnection of meter service turned off for non-payment
Service reconnection at pole	variable	Cost based on 2 men and truck and materials; minimum charge is \$100.
48-hour notice of disconnection for non-payment-electronic	\$ 30.00	Per State of Michigan notification process, 48-hour notice of pending disconnection electronically sent
48-hour notice of disconnection for non-payment-paper	\$ 50.00	Per State of Michigan notification process, 48-hour notice of pending disconnection physically delivered to premise.
Distributed Generation Application Fee	\$ 100.00	One time fee for solar application (required for all new solar installations or purchase of premise with solar installed)
Pole Connection Application Fee	\$ 100.00	Entities attaching to City power poles
Security Deposit-Residential	\$ 500.00	Non premise owner
Security Deposit-Business	\$ 500.00	Non premise owner
Security Deposit-Leased Land	\$ 500.00	Oak Bluff Estates and Lake Bluff Retirement Village
Security Deposit-Lakeview Apartments	\$ 200.00	Lakeview Apartment tenants
Security Deposit Interest	1%	Interest is per annum and applied upon finalization of utility account or return of deposit
Penalty unpaid utility bill	5%	Based on bill not running balance, unless less than latest billing amount. Applied on accounts unpaid after 4:00 p.m. on due date
Non Sufficient Funds	\$ 25.00	Per NSF

SERVICE RELATED		
Item	Fee	Notes
Relocation of current overhead service	variable	Materials & Labor
Underground Service	variable	Materials & Labor
Service/meter tampering fee	\$ 250.00	Reconnecting service after city disconnection, cut seals, pulling meters, cutting wires, etc
Meter Testing request by customer	\$ 25.00	May be waived if meter tests off by more than 2% accuracy
Replacement of broken meter	replacement cost	Meter broken through customer negligence.
Repair private lighting-non residential	\$25+materials	Repair of dusk to dawn commercial/governmental

WASTEWATER RATES
EFFECTIVE 08/01/2024

Item 21.

RATES	COST	UNIT	COMMENTS
Wastewater rate/unit*	\$ 11.75	Per 1,000 gallons	based on water usage (if applicable)
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 32.50	Monthly	
1" meter	\$ 41.50	Monthly	
1-1/2" meter	\$ 77.00	Monthly	
2" meter	\$ 99.00	Monthly	
3" meter	\$ 169.00	Monthly	
4" meter	\$ 200.00	Monthly	

*The same Wastewater rates apply to resident customer that are sewer only with private wells

Outside City Limits (non Masonville Township sewer customer)

Rate is 2 x wastewater unit rate + 2 times monthly customer charge

Masonville Township Rate	COST	UNIT	COMMENTS
Monthly Debt Reduction	\$ 31.26	Per parcel	All parcels which sewer service is available; charge by Township, includes vacant lots. Rate set by Township.
Wastewater rate	\$ 61.67	per EDU*	1 EDU is based on 5,000 gallons
Monthly Customer charge	\$ 26.25	per EDU*	1 EDU is based on 5,000 gallons

*EDU = Equivalent Domestic Unit

Rate/EDU=(1,000 gallons) x (WW rate x 1.05%) + (MCC) + (Debt Reduction) = Total

5 x \$11.75 x 1.05) + \$2.25 + \$31.26 = **\$119.20** (total based on 1 EDU per each rate)

TESTING	COST	UNIT	COMMENTS
Laboratory Examinations Wastewater Samples	\$15.00	Sample	Per test per sample

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
North Lakeshore Drive	\$ 1,100.00	Lateral Connection	Homeowner responsible for liftstation and lateral
South Bluff	\$ 2,000.00	Lateral Connection	plus material & labor
Blackwell Avenue	\$ 1,994.00	Lateral Connection	plus material & labor
Masonville Township			Contact Masonville Township

SERVICES	COST	UNIT	COMMENTS
Wastewater Sewage Lift Station Callout-business hours	\$ 75.00	per service call	Reset
Wastewater Sewage Lift Station Callout-after hours	\$ 150.00	per service call	Reset
Lift Station Repairs	Time & materials	per repair	All repair services and unplugging
Video of Sewer Lateral	\$ 60.00	per service call	Any maintenance issues billed separately

WATER RATES
EFFECTIVE 08/01/2024

Item 21.

RATES	COST	UNIT	COMMENTS
Water rate/unit*	\$ 5.70	Per 1,000 gallons	based on water usage
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 14.75	Monthly*	
1" meter	\$ 33.28	Monthly*	
1-1/2" meter	\$ 66.00	Monthly*	
2" meter	\$ 103.19	Monthly*	
3" meter	\$ 189.54	Monthly*	
4" meter	\$ 314.61	Monthly*	
Per additional unit on one meter	\$ 2.00	per unit	buildings with multiple units on one water meter.

*Water and irrigation meters billed separately on utility bill

*Irrigation meters are sewer exempt

*Hose bib attachments pay wastewater charges on water used; upon return to city they are calculated for usage and any credit received for wastewater placed on November utility bill

Outside City Limits

Rate is 2 x water unit rate + 2 times monthly customer charge

MONTHLY FIRE PROTECTION	COST	UNIT	COMMENTS
5/8" meter	\$ 2.00	Monthly	charge based on size of primary water meter
1" meter	\$ 5.00	Monthly	
1-1/2" meter	\$ 10.00	Monthly	
2" meter	\$ 16.00	Monthly	
3" meter	\$ 32.00	Monthly	
4" meter	\$ 50.00	Monthly	

FIRE HYDRANT FEE	COST	UNIT	COMMENTS
Fire Hydrant (not metered)	\$ 125.00	per day	
Fire Hydrant Metered	\$ 25.00	week	water billed based on use
Water Plant Hydrant	\$ 25.00	Month	water billed based on use

LABORATORY EXAMINATIONS WATER SAMPLES	COST	UNIT	COMMENTS
Coliform Presence/Absence	\$ 20.00	Sample	Per test per sample*
Coliform MPN	\$ 20.00	Sample	Per test per sample*

*10% administrative fee added to all tests invoiced

WATER RATES
EFFECTIVE 08/01/2024

Item 21.

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
3/4" - 1"	\$ 800.00	Lateral Connection	up to 20 feet
1 1/4" and larger	Labor & Materials	Lateral Connection	
South Bluff Tap Fee	\$ 1,500.00	Lateral Connection	

SERVICES	COST	UNIT	COMMENTS
<i>Reconnection</i>			
Turn-on charge, other than repair	\$ 40.00	service call	Reconnection of water meter for service
Turn-on charge for existing irrigation meter	\$ 20.00	service call	Seasonal reconnection
Turn-on charge home & irrigation (same call)	\$ 40.00	service call	Reconnection of water meter for service
<i>Thaw Out (freeze ups)</i>			
Monday-Friday 7:00 am to 3:30 pm	\$ 100.00	service call	Non holiday-normal work day
After hours	\$ 200.00	service call	Evenings, weekends, holidays
Frozen/damaged water meter repair	\$ 75.00	per repair	
Complete meter replacement	Labor & Materials	per meter	Based on current market price for appropriated size water meter
Private Well Registration	\$ 10.00	well	One time fee

SOLID WASTE RATES
EFFECTIVE 08/01/2024

Item 21.

Billing Item	Rate	Notes
Monthly Customer Charge	\$ 6.31	
Refuse Pickup	\$ 13.65	Includes monthly refuse and recycle pickup
Refuse Pickup-outside city	\$ 22.39	Areas on P.5 Rd and areas in Kipling
Extra Pickup	\$ 12.15	Extra refuse can at same time
Recycling Only	\$ 3.76	Premises required to have a dumpster
Fairview/Waterview Manors	\$ 312.36	Per Manor

2025-2026

FEE SCHEDULE

APPROVED BY CITY COMMISSION xxxxx



Department Contact Information

Departmental Fees

- City Hall
- Community Development
- Downtown Development Authority
- Fernwood Cemetery
- Public Safety
- Public Works
- Recreation

Utility Rates & Fees

- Electric
- Wastewater
- Water
- Solid Waste

CITY OF GLADSTONE
DIRECTORY

Item 21.

906-428-2311-Prompt #2

City Manager	Eric Buckman	ebuckman@gladstonemi.gov	ext 7
City Clerk	Kimberly Berry	kberry@gladstonemi.gov	ext 6
Treasurer	Vicki Schroeder	vschroeder@gladstonemi.gov	ext 3
Assessor	Janice Ketcham	jketcham@gladstonemi.gov	ext 4
Community Development/Zoning	Reneé Barron	rbarron@gladstonemi.gov	ext 5
DDA Coordinator	Patricia West	pwest@gladstonemi.gov	ext 9
Accounts Payable	Rhonda Bernson	rbernson@gladstonemi.gov	ext 2
Utility Billing	Patti LeBombard	plebombard@gladstonemi.gov	ext 1


906-428-2311-Prompt #3

Electrical Superintendent	James Olson	jolson@gladstonemi.gov	ext 1
Water Superintendent	Rob Spreitzer	rspreitzer@gladstonemi.gov	ext 2
Wastewater Superintendent	Rodney Schwartz	rschwartz@gladstonemi.gov	ext 3
Public Works Superintendent	Barry Lund	blund@gladstonemi.gov	ext 4
Parks & Recreation Director	Wendy Taavola	wtaavola@gladstonemi.gov	ext 5

906-428-3131

Public Safety Director	Ron Robinson	rrobinson@gladstonemi.gov
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City Hall Fax	906-428-3122
City Website	www.gladstonemi.gov

Utility Payments via phone	855-232-9050
Utility Payments online	www.myaccount.gladstonemi.org
Web app	my meter 

Campground	906-428-1211
Harbor	906-428-2916

Fee Item	Fee	Minimum Bond Requirement	Notes
Metal Detecting Permit	\$ 5.00	\$ -	annual
Going Out of Business-Application for Sale	\$ 50.00	\$ -	
Going Out of Business-Application for Sale-Renewal	\$ 50.00	\$ -	
Business Registration	\$ -	\$ -	
Hawker or Peddler		\$ 200.00	Per application
	\$ 10.00		Each Day
	\$ 30.00		Each Week
	\$ 50.00		Each month
	\$ 100.00		Each year

Sales of Products from Temp Structures - Confections; Food; Tobacco; Tobacco Products	\$ 2.00	\$ -	One Day
	\$ 3.00	\$ -	Period not exceeding one week
	\$ 10.00	\$ -	Period not exceeding one month
	\$ 25.00	\$ -	Period not exceeding six months
	\$ 35.00		Period not exceeding one year

All Licenses under this section expire May 1 of each year. Location of temporary structure subject to approval as per ordinance (Sec. 10-192)

Transient Photographer	\$ 3.00	\$ -	One Day
	\$ 2.00		Each successive day not exceeding six months
	\$ 35.00		Period of six months
	\$ 60.00		Period of one year
Transient Merchant	\$ 15.00	\$ 2,000.00	1st Day
	\$ 15.00		Each successive day
Circus &/or Menagerie	\$ 75.00	\$ -	Per day
Carnival &/or Medicine Show	\$ 25.00	\$ -	Per day
Taxicab	\$ 10.00	Sec Sec. 10-392 of City Code	Per taxicab
Bus	\$ 10.00	Sec Sec. 10-392 of City Code	Per bus

Assessment or Tax Roll Requests

Hard Copy	\$ 700.00		per roll requested
Electronic Copy	\$ 500.00		per roll requested
Assessment Card	\$ 5.00		per card (hard copy)
Assessment Card	\$ 2.00		per card (electronic)

Miscellaneous Fees

City Hall copies	\$ 1.00		per page
Notary Fee	\$ 5.00		per transaction
Commission Packet-Printed & Mailed	\$ 3.00		per packet plus postage
Non Sufficient Fund Payment (NSF)	\$ 25.00		per incident

COMMUNITY DEVELOPMENT
2025-2026

Item 21.

Fee Item	Fee	Notes
Initial Rental Inspection Per Building	\$ 35.00	Single/Duplex
	\$ 45.00	Three to Five Units
	\$ 70.00	Six to Ten Units
	\$ 85.00	Eleven or more
Per Unit Charge in Addition To Rental Inspection Charge Per Building	\$ 5.00	Three to Five Units
	\$ 3.00	Six to Ten Units
	\$ 2.00	Eleven or more
Rental Certification-Per Unit	\$ 15.00	Every 2 years
Rental Registration	\$ 10.00	Upon becoming a rental unit
Late Rental Registration	\$ 50.00	Non-compliance rental registration or changes not reported
Late Inspection Cancellation Notice	\$ 20.00	Two (2) Business Days Prior
First Re-inspection	\$ -	Re-inspection of issues from initial inspection
Subsequent Re-Inspections	\$ 30.00	Additional inspections for issues unresolved
Broken Appointment reschedule fee	\$ 35.00	No show for inspection
Outside normal inspection hours	\$ 60.00	Single Family to Two Units
	\$ 70.00	Three to Five Units
	\$ 95.00	Six to Ten Units
	\$ 110.00	Eleven or more Units
Property Maintenance Appeal Fee	\$ 100.00	Per issue appealed
Nuisance Property Fee	\$ -	Fee based on contractor fee and materials + 15%
Permits	\$ 35.00	Fence-initial application
	\$ 20.00	Fence-revision within one-year initial application
	\$ 12.50	Temporary Sign
	\$ 12.50	Construction Sign
	\$ 12.50	Community Special Event Sign
	\$ 30.00	Residential Area Sign-initial application
	\$ 20.00	Residential Area Sign-revision within one-year initial application
	\$ 50.00	Commercial Area Sign-initial application
	\$ 30.00	Commercial Area Sign-revision within one-year initial application
	\$ 30.00	Home Occupation Permit
	\$ 30.00	Zoning Compliance Permit-new use
	\$ 50.00	Zoning Compliance Permit-residential structure
	\$ 25.00	Zoning Compliance Permit-residential structure revision with one-year of initial application
\$ 80.00	Zoning Verification Letter per parcel requested	
Project completion without permit issuance	\$ -	Double appropriate permit fee plus applicable fines
Applications	\$ 600.00	Cell Antenna Site Application
	\$ 600.00	Fiber Installation Application
	\$ 300.00	Special Meeting Request
	\$ 250.00	Conditional Use-Residential
	\$ 350.00	Conditional Use-Commercial/Industrial
	\$ 350.00	Rezoning/Text Amendment (plus GIS fee and mailing costs)
	\$ 550.00	Alley/Street Vacated/Easement (Plus admin & Legal cost)
	\$ 300.00	Variance/Waiver/ZBA Request
	\$ 200.00	Land Divisions/Lot Splits-unplatted
	\$ 50.00	Land Divisions/Lot Splits-platted
\$ 50.00	GIS Parcel Update	

If Application requires Public Notice, postage fee will be added.

COMMUNITY DEVELOPMENT
2025-2026

Item 21.

Fee Item	Fee	Notes
Site Plan Reviews*	\$ 200.00	Site Plan Review-Partial
	\$ 300.00	Site Plan Review-Full
	\$ 500.00	Planned Unit Development-Plus Consulting Costs/Escrow
	\$ 800.00	Subdivision Development-Plus Consulting Costs/Escrow
*If revised within one-year additional charge of one-half original fee		
Municipal Civil Infraction Fines	\$ 50.00	Initial code violation
	\$ 250.00	Second ticket regarding initial code violation
	\$ 500.00	Each subsequent ticket regarding initial code violation

Market Square Rental

**Market Square rentals are in 4 hour blocks*

Set-Up	Fee	Refundable Deposit	6ft Table & 2 Chairs	Canopy, 6ft Table & 2 Chairs
Full Space	\$ 100.00	\$ 25.00	\$ 10.00	\$ 15.00
Shared Space to Extended Season	\$ 10.00	\$ 5.00		

Farmers Market		
Vendor Fee-Full 2025 Season	\$ 100.00	includes 1 canopy, 1 table & 2 chairs
Vendor Fee-One Time	\$ 25.00	includes 1 canopy, 1 table & 2 chairs

FERNWOOD CEMETERY
2025-2026

Item 21.

	Fee Item	Resident	Non-Resident	Notes
Plot Prices	One Plot	\$ 670.00	\$ 1,005.00	
	Family Plot	\$ 4,675.00	\$ 7,010.00	Eight Full
	Half Family Plot	\$ 2,470.00	\$ 3,705.00	Four Full
	Babyland Plot	\$ 125.00	\$ 190.00	
	Cremains Plot	\$ 410.00	\$ 615.00	Two Urns

Opening/Closing Graves - Burial Cost**	Adult	\$ 695.00	\$ 1,040.00	
	Small Grave	\$ 335.00	\$ 500.00	
	Stillborn	\$ 335.00	\$ 335.00	
	Urn of Cremains	\$ 325.00	\$ 500.00	
	Limb	\$ 325.00	\$ 500.00	

Additional Fees	Weekday	\$ 165.00	\$ 165.00	Effective 2:00 p.m.-3:30 p.m
	Weekends & Holidays	\$ 390.00	\$ 390.00	Full Burial
	Weekends & Holidays	\$ 230.00	\$ 230.00	Urn Burial
	Winter Storage	\$ 50.00	\$ 50.00	Burial at Fernwood
	Winter Storage	\$ 100.00	\$ 100.00	Burial another Cemetery
	Winter Burial	\$ 550.00	\$ 550.00	Full Burial
	Winter Burial	\$ 225.00	\$ 225.00	Urn Burial (\$220 both)
	Set Veterans Marker	\$ 100.00	\$ 100.00	
Monument Foundation/Encase Marker	\$ 0.25	\$ 0.25	Per square inch measured from the outside of concrete	

Perpetual Care - Included in plot prices above	Single Plot	\$ 100.00	\$ 100.00	
	Family Plot	\$ 400.00	\$ 400.00	
	Cremation Plot	\$ 50.00	\$ 50.00	

Perpetual Care must be paid in full before the burial on a family plot. When purchasing plots for a burial, the plot in which a burial will be made must be paid in full before the burial. The opening of the grave must be paid prior to the burial.

- *Resident Veterans will be charged 50% of opening & closing charge
- *Veteran killed on active duty opening & closing burial charge is waived
- **DHHS Assistance burials required to pay 50% of burial charge

All markers and monuments shall have bases, which shall be 3" larger than the marker or monument on all sides

	Fee Item	Fee	Notes
	PBT Test Fee	\$ 3.00	Preliminary Breath Test
	Parking Violations	\$ 20.00	per violation-fines doubles is ot paid within 10 days
Public Safety or Fire Emergencies*	Engine 64	\$ 100.00	per hour
	Engine 65	\$ 100.00	per hour
	Foam Buckets Used	\$ 200.00	per container
	Fire Extinguishers Used	\$ 50.00	per extinguisher
	Other Rescue Related Equipment	\$ 100.00	per hour (Ice Rescue/Hovercraft)

Charges for Public Safety or Fire Emergencies will not be assessed if the total costs do not exceed \$250 per incident.

Charges will not exceed \$1,000 except in the case of illegal fires or criminal events

*Code of Ordinances, Chapter 18, Sec. 18.1

Notary Fee	\$ 5.00	per transaction
Processing NSF checks	\$ 25.00	3+ incidents, same offender, same business (pd by business)
Finger Printing	\$ 10.00	Prints only done when forms supplied by Applicant
Freedom of Information Act Requests		Rate per FOIA Policy

PUBLIC WORKS
2025-2026

Item 21.

	Fee Item	Fee	Notes
Streets	Concrete Curb Removal	\$ 7.10	per linear foot (\$100 min)
	Concrete Curb Installation	\$ 21.57	per linear foot (\$200 min)
	6" Concrete Driveway Removal	\$ 2.90	per square foot (\$100 min)
	6" Concrete Driveway Installation	\$ 8.40	per square foot (\$200 min)
	Boulevard Restoration		Time & Material plus 10%
	Grass Cutting	\$ 50.00	base fee plus time & materials
	Right-of-way permit	\$ 25.00	\$50 if construction starts before permit is approved
	Utility company yearly permit	\$ 50.00	
	Dumpster Permit	\$ 50.00	2-week permit (in right of ways)- additional \$50 if dumpster is placed before receiving permit
Sidewalks	Sidewalk Removal	\$ 2.10	per square foot (\$100 min)
	4" Sidewalk Installation	\$ 6.10	per square foot (\$150 min)
	6" Sidewalk Installation	\$ 8.25	per square foot (\$150 min)
	Snow Removal (other)	\$ 50.00	base fee plus time & equipment plus 10%
	Snow Removal Truck Load	\$ 60.00	per Truckload
GIS Services	Full Map	\$ 600.00	
	Quarter Section	\$ 65.00	
Printed Map	8 1/2" x 11"	\$ 7.00	Black and White
	8 1/2" x 11"	\$ 12.00	Color
	11" x 14"	\$ 9.00	Black and White
	11" x 14"	\$ 16.00	Color
	Large Print	\$ 25.00	Black and White
	Large Print	\$ 35.00	Color
	Labor*	\$ 65.00	per hour

**After first hour, hourly rate is added to map cost*

PARKS AND RECREATION
2025-2026

Item 21.

	Fee Item	Resident	Non Resident	Notes	
Facility Rentals	Kids Kingdom Pavilion	\$ 50.00	\$ 80.00	per day	
	Large Pavilion	\$ 80.00	\$ 120.00	per day	
	Beach House	\$ 70.00	\$ 120.00	per day	
	Gazebo	\$ 25.00	\$ 40.00	per day	
	Ski Chalet		\$ 100.00	\$ 150.00	Mon-Thur
			\$ 400.00	\$ 500.00	1-day (Fri, Sat or Sun)
			\$ 700.00	\$ 800.00	2-day (Fri & Sat or Sat & Sun)
			\$ 100.00	\$ 100.00	3-hour block Grad week-end only
		\$ 100.00	\$ 100.00	Weekday Security Deposit	
		\$ 250.00	\$ 250.00	Weekend Security Deposit	
Ballfields	Bayshore Ballfied	\$ 225.00	\$ 225.00	Per reserved day of the week for season	
	Bayshore Ballfied	\$ 100.00	\$ 100.00	Per season for football	
	Besse Complex Ballfield	\$ 10.00	\$ 10.00	Per 1-1/2 hours for non-contract holders games and practices	
	Besse Complex Tournaments	\$ 300.00	\$ 300.00	per week-end tournament (Fri,Sat,Sun)	
	Besse Complex Concession	\$ 100.00	\$ 100.00	per single day event	
	Ski & Tubing	Skiing	\$ 12.00	\$ 12.00	per day
Preschool Skiing		\$ 4.00	\$ 4.00	per day	
Combo		\$ 18.00	\$ 18.00	Skiing & 1/2 day tubing per day	
Tubing		\$ 10.00	\$ 10.00	1/2 day	
Skiing Membership			\$ 150.00	\$ 175.00	Single
			\$ 250.00	\$ 290.00	Family
Tubing Membership			\$ 110.00	\$ 135.00	Single
			\$ 170.00	\$ 205.00	Family
Combo Membership			\$ 220.00	\$ 265.00	Single
			\$ 380.00	\$ 450.00	Family
Private Tubing Parties	Less than 50 people	\$	105.00	per hour	
	50-75 people	\$	130.00	per hour	
	76-100 people	\$	155.00	per hour	
	101-150 people	\$	180.00	per hour	
	151-200 people	\$	250.00	per hour	
	over 200 people	\$	350.00	per hour	
	tow attendant	\$	70.00	per hour	
Harbor	North Wall 25'	\$	1,525.00		
	East Wall 30' Pier	\$	1,830.00		
	East Wall 45' Pier	\$	2,745.00		
	West End	\$	800.00	build your own dock	
	Transient		25' and less = \$25.00/day >25' = \$1.00/foot/day	Variable rate set by MI State Waterways Commission	

PARKS AND RECREATION
2025-2026

Item 21.

	Fee Item	Resident	Non Resident	
Boat Ramp	Daily	\$ 5.00	\$ 5.00	
	Seasonal	\$ 30.00	\$ 40.00	
	Senior Seasonal	\$ 20.00	\$ 30.00	over 62 years old

	Fee Item	Daily	Weekly	Monthly*
Campground	Tent Site	\$ 20.00	\$ 120.00	NA
	Electric	\$ 30.00	\$ 210.00	\$ 690.00
	Water & Electric	\$ 35.00	\$ 245.00	\$ 805.00
	Full	\$ 40.00	\$ 280.00	\$ 920.00

*Campground monthly rates reflect 7 free days

UTILITY RATES & FEES

ELECTRIC
WASTEWATER
WATER
SOLID WASTE

Rates approved
Rates effective 08/01/2025
Fees approved xxxxxx

ELECTRIC RATES
EFFECTIVE 08/01/2025

Item 21.

	Customer Class	Readiness to Serve	Energy Charge	Notes
Residential	Residential	\$ 17.50	\$ 0.13350	
	All Electric	\$ 17.50	\$ 0.11950	no gas service at home
	Hot Water Heater	\$ 13.75	\$ 0.11950	additional meter
	Home Heat	\$ 13.75	\$ 0.11950	additional meter

Small Commercial *Demand 20 kW or less per month	1 Phase meter	\$ 22.00	\$ 0.14670	
	3 Phase meter	\$ 26.00	\$ 0.14670	

Large Commercial *Demand between 20-40 kW	All meter sizes	\$ 40.00	\$ 0.11570	
	Energy Limiter Credit		\$ (0.14377)	
	Demand Charge		\$ 5.50	per kW
	Distribution Demand Charge		\$ 1.50	per kW

Small Power *Demand between 40-100 kW	All meter sizes	\$ 50.00	\$ 0.09170	
	Energy Limiter Credit		\$ (0.13884)	
	Demand Charge		\$ 10.50	per kW
	Distribution Demand Charge		\$ 2.25	per kW

Large Power	All meter sizes	\$ 200.00	\$ 0.07810	
	Demand Charge		\$ 12.50	per kW
	Distribution Demand Charge		\$ 2.50	per kW

- *Distribution Demand is calculated on the highest demand over a rolling 12-month period of time
- *Demand thresholds are based on demand not exceeding maximum over a 12 consecutive month period of time
- *For each month, the customer shall be billed the lessor of 1) the amount for the Energy Limiter, and 2) the amount for Energy charge plus the amount for the Demand Charge. Does not affect Readiness to Serve, PCAC or distribution demand charges .

Parallel Generation Rates				
Type	Class	Bill Code	Buyback Rate	
PAR GEN RES RG1	Residential	RG1G	\$ (0.04481)	Power returned to City by Solar Generation as metered. Rate changes Jan 1 annually based on power costs. Calculated by WPPI
PAR GEN CP2	Large Power	CP2G	\$ (0.02951)	
PAR Gen >20	Small Power off peak	PG2C1F	\$ (0.02599)	
	Small Power on peak	PG2C1O	\$ (0.03606)	

Street Lights	All wattage	\$ 17.50	\$ 0.16300	
Dusk to Dawn	All wattage	\$ 10.00	\$ 0.16300	

ADDITIONAL BILLING FEES		
Item	Fee	Notes
Power Cost Adjustment (PCAC)	variable	Based on cost power power purchased vs kWh sold. May
LIEAF	\$ 0.90	Set by MPSC every October 1. No more than \$1
Energy Optimization (EO)-Residential		
Energy Optimization (EO)-Commercial		
Meter reconnection	\$ 15.00	Reconnection of meter service
Meter reconnection-enforced off	\$ 30.00	Reconnection of meter service turned off for non-payment
Service reconnection at pole	variable	Cost based on 2 men and truck and materials; minimum charge is \$100.
48-hour notice of disconnection for non-payment-electronic	\$ 30.00	Per State of Michigan notification process, 48-hour notice of pending disconnection electronically sent
48-hour notice of disconnection for non-payment-paper	\$ 50.00	Per State of Michigan notification process, 48-hour notice of pending disconnection physically delivered to premise.
Distributed Generation Application Fee	\$ 100.00	One time fee for solar application (required for all new solar installations or purchase of premise with solar installed)
Pole Connection Application Fee	\$ 100.00	Entities attaching to City power poles
Security Deposit-Residential	\$ 500.00	Non premise owner
Security Deposit-Business	\$ 500.00	Non premise owner
Security Deposit-Leased Land	\$ 500.00	Oak Bluff Estates and Lake Bluff Retirement Village
Security Deposit-Lakeview Apartments	\$ 200.00	Lakeview Apartment tenants
Security Deposit Interest	1%	Interest is per annum and applied upon finalization of utility account or return of deposit
Penalty unpaid utility bill	5%	Based on bill not running balance, unless less than latest billing amount. Applied on accounts unpaid after 4:00 p.m. on due date
Non Sufficient Funds	\$ 25.00	Per NSF

SERVICE RELATED		
Item	Fee	Notes
Relocation of current overhead service	variable	Materials & Labor
Underground Service	variable	Materials & Labor
Service/meter tampering fee	\$ 500.00	Reconnecting service after city disconnection, cut seals, pulling meters, cutting wires, etc
Meter Testing request by customer	\$ 25.00	May be waived if meter tests off by more than 2% accuracy
Replacement of broken meter	replacement cost	Meter broken through customer negligence.
Repair private lighting-non residential	\$25+materials	Repair of dusk to dawn commercial/governmental

WASTEWATER RATES
EFFECTIVE 08/01/2025

Item 21.

RATES	COST	UNIT	COMMENTS
Wastewater rate/unit*	\$ 12.46	Per 1,000 gallons	based on water usage (if applicable)
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 34.45	Monthly	
1" meter	\$ 43.99	Monthly	
1-1/2" meter	\$ 81.62	Monthly	
2" meter	\$ 104.94	Monthly	
3" meter	\$ 179.14	Monthly	
4" meter	\$ 212.00	Monthly	

*The same Wastewater rates apply to resident customer that are sewer only with private wells

Outside City Limits (non Masonville Township sewer customer)

Rate is 2 x wastewater unit rate + 2 times monthly customer charge

Masonville Township Rate	COST	UNIT	COMMENTS
Monthly Debt Reduction	\$ 31.26	Per parcel	All parcels which sewer service is available; charge by Township, includes vacant lots. Rate set by Township.
Wastewater rate	\$ 65.40	per EDU*	1 EDU is based on 5,000 gallons
Monthly Customer charge	\$ 28.30	per EDU*	1 EDU is based on 5,000 gallons

*EDU = Equivalent Domestic Unit

Rate/EDU=(1,000 gallons) x (WW rate x 1.05%) + (MCC) + (Debt Reduction) = Total

\$65.40 + 28.30 + \$31.26 = \$124.96 (total is for 1 EDU per each rate)

TESTING	COST	UNIT	COMMENTS
Laboratory Examinations Wastewater Samples	\$15.00	Sample	Per test per sample

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
North Lakeshore Drive	\$ 1,100.00	Lateral Connection	Homeowner responsible for liftstation and lateral
South Bluff	\$ 2,000.00	Lateral Connection	plus material & labor
Blackwell Avenue	\$ 1,994.00	Lateral Connection	plus material & labor
Masonville Township			Contact Masonville Township

SERVICES	COST	UNIT	COMMENTS
Wastewater Sewage Lift Station Callout-business hours	\$ 75.00	per service call	Reset
Wastewater Sewage Lift Station Callout-after hours	\$ 150.00	per service call	Reset
Lift Station Repairs	Time & materials	per repair	All repair services and unplugging
Video of Sewer Lateral	\$ 60.00	per service call	Any maintenance issues billed separately

WATER RATES
EFFECTIVE 08/01/2025

Item 21.

RATES	COST	UNIT	COMMENTS
Water rate/unit*	\$ 6.30	Per 1,000 gallons	based on water usage
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 16.25	Monthly*	
1" meter	\$ 36.50	Monthly*	
1-1/2" meter	\$ 72.50	Monthly*	
2" meter	\$ 113.50	Monthly*	
3" meter	\$ 208.50	Monthly*	
4" meter	\$ 346.00	Monthly*	
Per additional unit on one meter	\$ 2.00	per unit	buildings with multiple units on one water meter.

*Water and irrigation meters billed separately on utility bill

*Irrigation meters are sewer exempt

*Hose bib attachments pay wastewater charges on water used; upon return to city they are calculated for usage and any credit received for wastewater placed on November utility bill

Outside City Limits

Rate is 2 x water unit rate + 2 times monthly customer charge

MONTHLY FIRE PROTECTION	COST	UNIT	COMMENTS
5/8" meter	\$ 2.00	Monthly	charge based on size of primary water meter
1" meter	\$ 5.00	Monthly	
1-1/2" meter	\$ 10.00	Monthly	
2" meter	\$ 16.00	Monthly	
3" meter	\$ 32.00	Monthly	
4" meter	\$ 50.00	Monthly	

FIRE HYDRANT FEE	COST	UNIT	COMMENTS
Fire Hydrant (not metered)	\$ 125.00	per day	
Fire Hydrant Metered	\$ 25.00	week	water billed based on use
Water Plant Hydrant	\$ 25.00	Month	water billed based on use

LABORATORY EXAMINATIONS WATER SAMPLES	COST	UNIT	COMMENTS
Coliform Presence/Absence	\$ 20.00	Sample	Per test per sample*
Coliform MPN	\$ 20.00	Sample	Per test per sample*

*10% administrative fee added to all tests invoiced

WATER RATES
EFFECTIVE 08/01/2025

Item 21.

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
3/4" - 1"	\$ 1,000.00	Lateral Connection	up to 20 feet
1 1/4" and larger	Labor & Materials	Lateral Connection	
South Bluff Tap Fee	\$ 3,000.00	Lateral Connection	directional bore road crossing

SERVICES	COST	UNIT	COMMENTS
Reconnection			
Turn-on charge, other than repair	\$ 40.00	service call	Reconnection of water meter for service
Turn-on charge for existing irrigation meter	\$ 20.00	service call	Seasonal reconnection
Turn-on charge home & irrigation (same call)	\$ 40.00	service call	Reconnection of water meter for service
Thaw Out (freeze ups)			
Monday-Friday 7:00 am to 3:30 pm	\$ 100.00	service call	Non holiday-normal work day
After hours	\$ 200.00	service call	Evenings, weekends, holidays
Frozen/damaged water meter repair	\$ 75.00	per repair	
Complete meter replacement	Labor & Materials	per meter	Based on current market price for appropriated size water meter
Private Well Registration	\$ 10.00	well	One time fee

SOLID WASTE RATES
EFFECTIVE 08/01/2025

Item 21.

Billing Item	Rate	Notes
Monthly Customer Charge	\$ 8.79	Includes composting, street sweeping, city cleanup, alley maintenance, administrative cost
Refuse Pickup	\$ 14.06	Includes monthly refuse and recycle pickup
Refuse Pickup-outside city	\$ 23.06	Areas on P.5 Rd and areas in Kipling
Extra Pickup	\$ 12.15	Extra refuse can at same time
Recycling Only	\$ 4.25	Premises required to have a dumpster
Fairview/Waterview Manors	\$ 321.73	Per Manor



Board: City Commission
Agenda Date: June 9, 2025
Department: Recreation
Presenter: Wendy Taavola

Staff Report

Agenda Item Title:

YMCA Proposal for Lifeguarding Services

Background:

Annual contract for lifeguarding at the Gladstone Beach

Fiscal Effect:

\$20,921 (\$20,000 budgeted)

Supporting Documentation:

YMCA Contract

Recommendation:

Approval of contract to provide lifeguard services at the beach for the summer.

Proposal for Lifeguarding Services for the City of Gladstone

BACKGROUND

The Northern Lights YMCA has been in Delta County for the past 40 years. The YMCA is established as a leader in aquatic safety & education, swim lessons, health & wellness, providing a facility including a fully equipped wellness center, gymnasium, pool, sauna, group fitness, personal training, and beginner exercise programs, the YMCA is uniquely positioned to improve the health and wellness of our community.

PROPOSAL

To provide certified lifeguards to the city of Gladstone for the summer months of June, July and August 2025. As partners, the Northern Lights YMCA and the City of Gladstone will lead with a combined approach to ensure the safety of community members and swimmers at the beachfront location at the VanCleve Park.

PARTNERSHIP COMMITMENTS:

YMCA Commitment:

- Provide administrative support as it relates to scheduling, hiring, supervision, and training of guards.
- Evaluate staff performance and develop improvement plans when needed.
- Provide all the payroll functions to guards including vetting background checks and child abuse training.
- Provide certified Red Cross waterfront lifeguards for the beachfront location at the VanCleve Park. This would be Wednesday, Thursday, Friday, Saturday and Sundays during the timeframe of June 23rd through August 8th, 2025. The hours will be from 11 AM – 6 PM (first hour is clean-up & set-up).
- Provide Guards from 11 AM – 6 PM on 4th of July.
- Provide all required in-service trainings for the waterfront guards during this time period. (This would be 2 for the summer)
- Total days provided with agreement are 34 days (included holiday, orientation and in-service)
- Provide incident and accident reports to the City of Gladstone.
- Provide guards with required hip packs including CPR mask, gloves, band aids, and gauze pads.
- Provide whistles for audio signals / communications.
- Provide lifeguard shirts to all guards.
- Review and develop an Emergency Action Plan for the guards and staff.
- Provide Social Media Hits YMCA Facebook Page recognizing the partnership.
- Provide Certificate of Liability to the City of Gladstone.

City of Gladstone Commitment:

- Provide needed beach front equipment including but not limited to rescue board, lifeguard tubes, spinal board, lifeguard chairs.
- Provide advertising for new guards and refer to the YMCA.
- Provide Prominent Display Space for Program Literature in the Beach House.
- Provide Social Media Hits for Program Partnership on the City of Gladstone Facebook Page.
- Provide space for lifeguards to securely store their personal items.
- Provide accessibility to needed supplies, equipment, and space.
- Provide a comprehensive first aid kit, access to phone & emergency communications (ie radios), AED, and BVM.
- Provide a total payment of \$20,921 for entire summer which represents four guards on duty, administrative services, and supplies.

In accordance with the above, the undersigned agree to this partnership:

For the City of Gladstone

_____ Date

For the Northern Lights YMCA

_____ Date