



# GLADSTONE PARKS & RECREATION ADVISORY BOARD

Gladstone Sail School Boathouse, Gladstone  
Harbor

June 02, 2026

6:30 PM

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## AGENDA

**CALL TO ORDER**

**ROLL CALL**

**CONFLICTS OF INTEREST**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES**

1. Approval of Meeting Minutes from 05.05.2026 Recreation Advisory Board Meeting

**UNFINISHED BUSINESS**

**NEW BUSINESS**

2. Resignation of Jay Bostwick
3. New Board Member Application - Kristyn Madalinski
4. Use Agreement - Gladstone Area Pickleball

**DIRECTOR'S REPORT**

**BOARD COMMENTS**

**ADJOURNMENT**



City Hall Chambers  
1100 Delta Avenue  
May 05, 2026  
6:30 pm

**MINUTES**

**CALL TO ORDER**

Cathy Sjoquist called the work session to order at 6:30pm. Wendy Taavola called roll.

**ROLL CALL**

**PRESENT**

Gary Stevenson  
Bob Bosk  
Roger Aho  
John DeFiore

**ABSENT**

Anne Pfothenauer  
Jay Bostwick

**STAFF PRESENT**

Wendy Taavola, Director  
Rob Spreitzer, City Manager  
Patricia West, DDA Director  
Troy Drebenstedt, Sail School  
Director  
Bubba Finch, Maintenance &  
Janitorial

**CONFLICTS OF INTEREST**

No conflicts of interest.

**PUBLIC COMMENT**

No public comment.

**APPROVAL OF MINUTES FROM 03.03.2023 RECREATION ADVISORY BOARD MEETING**

Stevenson made a motion to approve the minutes from the 03.03.2026 Recreation Advisory Board Meeting, seconded by Sjoquist. MOTION CARRIED

**UNFINISHED BUSINESS**

GLADSTONE SAIL SCHOOL BOATHOUSE RENTAL: Troy Drebenstedt spoke to the board about renting the Boathouse as a venue for small parties in an effort to create a revenue stream for the Gladstone Sail School maintenance costs of the building and equipment. A motion was made by Aho, seconded by Bosk, to rent the Boathouse for a fee of \$150 per day with a refundable security deposit of \$50.00. MOTION CARRIED

**NEW BUSINESS**

LAND MOORING REVIEW: Troy Drebenstedt proposed the creation of 5 land mooring sites near the Boathouse to rent for a fee of \$200 per season. This revenue stream will once again offset the cost of maintenance of the building and equipment for the Gladstone Sail School. A motion was made by Stevenson, seconded by Aho, to

recommend to the City Commission the creation of 5 land mooring sites near the Boathouse for a rental fee of \$200 per season. MOTION CARRIED

2026-2027 SERVICE AGREEMENT, DOWNTOWN DEVELOPMENT AUTHORITY & PARKS & RECREATION  
DEPARTMENT: Patricia West reviewed the new contract with the board. A motion was made by Sjoquist, seconded by Aho recommending the approval of the new contract between the DDA and the department.  
MOTION CARRIED

#### **DIRECTOR'S REPORT**

Taavola updated the board on the opening of the campground, the status of the transfer of the Snack Shack operations at the Sports Park, and a report on the harbor damage repair schedule. Taavola also changed the date of the next meeting to June 2, 2026 due to the 4<sup>th</sup> of July Celebration's impact on the July meeting date.

#### **BOARD COMMENTS**

Sjoquist requested the next meeting be held at the Boathouse.

#### **ADJOURNMENT**

There being no further business before the board, Aho motioned; seconded by DeFiore to adjourn the meeting at 7:50 pm.

# Sports Park Pickleball Courts Use Agreement

**Under the direction of Gladstone Area Pickleball's Board of Directors, Gladstone Area Pickleball will be responsible for the following:**

- 1) Maintenance of the fenced in areas of the courts pursuant to the separately executed "Gladstone Pickleball Courts Maintenance Plan".
- 2) Liability associated with operations by Gladstone Area Pickleball members.
- 3) Balls, ball machine(s), and any other property of Gladstone Area Pickleball kept within the facility.
- 4) All aspects of organized court play programming and scheduling. Schedules will be posted at the Snack Shack. "Organized court play programming and scheduling" shall not be defined as a special public event.
- 5) All aspects of tournament play, or special court events. Tournament and special court event schedules shall be submitted to the city a minimum of two weeks prior to event and posted at the Snack Shack.
- 6) All revenues earned from Gladstone Area Pickleball member fees, fee-based clinics, Pickleball tournaments, special events, sponsor donations and advertising banners and fees shall be the revenue of Gladstone Area Pickleball.
- 7) Development of a budget surplus for future repairs and capital outlay and improvements. Provide a list of future improvements for approval by the City, when known.
- 8) Manage Pickleball facility entrance security, including a gate lock or code entry system. Facility shall be open from May 1<sup>st</sup> to September 30<sup>th</sup>, weather permitting. Courts shall be open from dawn to dusk daily during pickleball season.
- 9) Ensuring "open play" access to public during daylight hours to be agreed to between Gladstone Area Pickleball and the City of Gladstone.

**Under the direction of Parks & Recreation Director, the City of Gladstone will be responsible for the following:**

- 1) Maintenance of areas outside the facility court fences pursuant to the separately executed "Gladstone Pickleball Courts Maintenance Plan".
- 2) Insurance coverage for public facilities, limited to structure fire and liability.
- 3) Water and electricity costs associated with use of the facility.
- 4) Addition of trash pickup, including those inside the facility, to the Besse Sports Park trash pickup schedule.
- 5) Staffing, stocking and cleaning the Snack Shack during the pickleball season for special public events and/or tournaments. Revenue earned at the Snack Shack shall be revenue of the City.
- 6) Inspection of the facility in the fall and spring. All facilities shall be open to City inspections at City request.
- 7) Management of donations for pickleball courts that are made directly to the city.
- 8) Requesting additional public courts be made available to tournament attendees during the Gladstone Area Pickleball open play scheduling a minimum of two weeks in advance of a ball field tournament in the Sports Park.

PUBLIC FACILITY OPERATION:

1. All laws, ordinances and guidelines associated with facility operation are the responsibility of Gladstone Area Pickleball.
2. Gladstone Area Pickleball shall be allowed exclusive use of all but one court during the hours of 7:00 am – 12:00 pm, Monday – Saturday. The one court shall be open to the public for play, if no public is using the court, Gladstone Area Pickleball is welcome to utilize the public court.
3. Public is welcome to play during Gladstone Area Pickleball “organized court play programming and scheduling” with a payment of the \$20.00 annual membership fee to Gladstone Area Pickleball.
4. Balls and ball machine(s) are the property of Gladstone Area Pickleball.
5. Ball machine(s) and court cleaning supplies are accessible to paying members of Gladstone Area Pickleball only.
6. All permanent structures and any new permanent structures that are added are the property of the City of Gladstone. A permanent structure is any structure that cannot be removed without damaging the structure being removed or the structure to which it is attached.
7. All removable equipment and fixtures, specifically nets and net posts, windscreens, fence covers, pavilions benches, tables, trash cans, and sheds are the property of the City of Gladstone.
8. Any services provided by the City that are not outlined will be charged to the appropriate Court users.
9. No facility equipment shall be removed without prior City and Gladstone Area Pickleball approvals.
10. The facility shall not be sub-leased without the expressed prior approval of the Gladstone City Commission. Approval shall be requested by using a special event permit.
11. No property, new or used, shall be used as collateral against any debt.

All maintenance and improvements must be in accordance with the City of Gladstone’s Parks and Recreation Department standards and must comply with master plan and design specifications, if applicable.

The Parties involved shall meet annually in the spring to discuss any problems, suggestions, concerns and updates to the Use Agreement prior to renewal.

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Wendy Taavola, Director - Parks and Recreation

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Date

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Richard Beauvais, Director -Gladstone Area Pickleball

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Date