

**GLADSTONE**



# **GLADSTONE GLADSTONE EDC REGULAR MEETING**

Electric Department Conference Room – 10 North  
11th Street  
January 09, 2024  
12:00 PM

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## **AGENDA**

### **CALL TO ORDER**

1. Roll Call

### **PUBLIC COMMENT**

### **CONFLICTS OF INTEREST**

### **CONSENT AGENDA**

2. Gladstone EDC Regular Meeting Minutes of October 10, 2023

### **UNFINISHED BUSINESS**

3. Purchase Agreement BPR, LLC - Representative Robert Bosk

### **NEW BUSINESS**

4. EDC Year to Date Financials as of 11-30-2023
5. Gladstone EDC Fiscal Year 2024-2025 Budget Requests
6. EDC Regular 2024 Meeting Schedule

### **CITY MANAGER'S REPORT**

### **DELTA COUNTY EDA REPORT**

### **BOARD MEMBER COMMENTS**

### **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: 01-04-2024

Kimberly Berry, MiPMC  
906-428-2311  
[kberry@gladstonemi.org](mailto:kberry@gladstonemi.org)

## **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.

**EDC  
EDC Meeting Notes  
October 10, 2023  
Electric Department Conference Room  
12:00 PM**

**Members Present: Steve DeLaire, Kevin Gendron, Gary Maynard, Dirk Manson, Steve O’Driscoll, Michael Nardi and Jim Andersen**

**Members Absent: Steve Tackman - Steve Soderman**

**Other Staff/Guests Present: Renée Barron, Eric Buckman and Ed LeGault**

**Meeting was brought to order at 12:05 by Dirk Manson**

**Public Comment: None**

**Motion by Steve O’Driscoll; seconded by Kevin Gendron to approve the meeting minutes for the EDC regular meeting minutes of August 8, 2023. Motion Carried**

**Sale of Land Request-Bob Bosk: The appraisal from Pardee Appraisal Services, LLC was reviewed and discussed with the EDC. The appraisal demonstrates that the land Mr. Bosk is interested in purchasing appraises at \$30,000. Mr. Bosk made a proposal to the EDC of \$10,000 for the land and is willing to invest around \$12,000 into the property to get DTE gas to the site which could help serve other industrial park occupants.**

**Motion by Steve O’Driscoll; seconded by Michael Nardi to offer the land at 699 Clark Drive East (2.30 acres) as defined in the appraisal to Mr. Bob Bosk for \$20,000 with the City of Gladstone’s Electric Department to pay for up to half of the cost for DTE to come in to the south east corner of the property.**

**Discussion: If approved city staff to work with Mr. Bosk to determine if proposal is accepted and if Mr. Bosk agrees then a purchase agreement would be drawn up with the terms and staff would seek City Commission approval. Terms to include: Mr. Bosk will pay for service line on his property to his building, City will pay ½ for the portion up to the SE corner of the property, any payback for other businesses who connect will be split equally. Mr. Buckman will share Purchase Agreement with group prior to finalizing.**

**MOTION CARRIED**

**Budget: Budget was reviewed by Eric Buckman and accepted into record by the board.**

**Managers Report:** Eric Buckman discussed activities the City is proposing to develop residential lots along Braves Avenue and the North Shore. He also updated the EDC on the status of the Irish Oaks golf course.

Ed LeGault gave an update on the county's activities including Delta Force, "you can in MI" campaign, brownfield funds and other state programs that could be of interest to industrial businesses.

**Meeting adjourned at 1:15 PM.**

**Respectfully Submitted,**

**Renée Barron**

GLADSTONE



**City of Gladstone, MI**

1100 Delta Avenue  
Gladstone, MI 49837  
www.gladstonemi.org

**MEETING TYPE  
STAFF REPORT**

**Agenda Date:** 1/9/24

**Eric Buckman, City  
Manager:**

**Department:** City Manager

**Department Head Name:**

**Presenter:** Eric Buck

**Kim Berry, City Clerk:**

**This form and any background material must be approved by the City Manager, then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.**

**AGENDA ITEM TITLE:**

Purchase Agreement for Bob Bosk has been secured along with earnest money. The attorney has been notified and a warranty deed and title work is in the works. Bob is submitting his site plan for approval to the Planning Commission on 1/9/24. Gas line costs should be discussed to determine who is paying for 1/2 of the fees that will be incurred.

**BACKGROUND:** EDC approved sale of lot at previous meeting, City Commission approved purchase price and agreement and directed staff to finalize the paperwork and details.

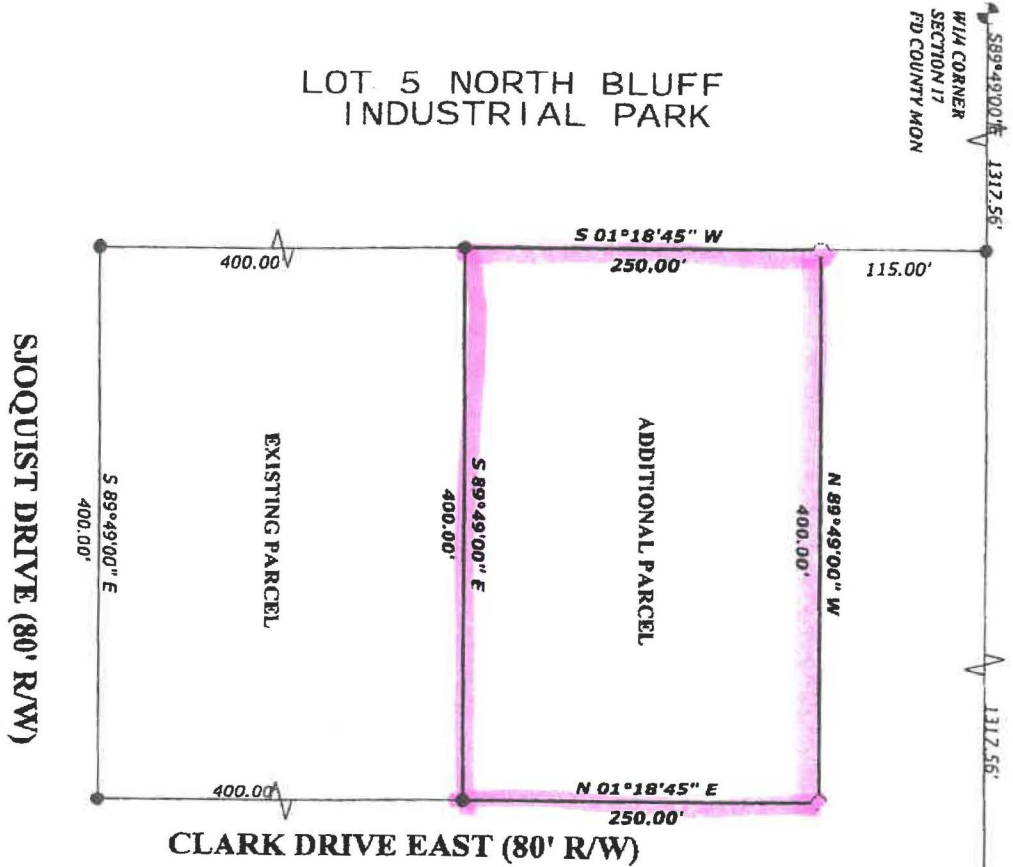
**FISCAL EFFECT:** \$20,000 to the positive-attorney fees, title work and filing fees TBD

**SUPPORTING DOCUMENTATION:** Purchase agreement, survey, site plan

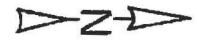
**RECOMMENDATION:**

**PLAT OF SURVEY OF  
PART OF THE NE1/4 OF THE SW1/4 OF  
SECTION 17 T40NR22W  
CITY OF GLADSTONE DELTA COUNTY  
MICHIGAN**

**LOT 5 NORTH BLUFF  
INDUSTRIAL PARK**



**PARCEL DESCRIPTION**  
FROM THE W 1/4 CORNER OF SECTION 17 T40N, R17W, THENCE S89°49'00\" E ALONG THE EAST & WEST 1/4 LINE A DISTANCE OF 1317.56' TO THE NW CORNER OF THE NE 1/4 OF THE SW 1/4 OF SAID SECTION, THENCE S1°18'45\" W ALONG THE WEST LINE OF SAID NE 1/4 OF THE SW 1/4 & THE EAST LINE OF LOT 5 OF THE NORTH BLUFF INDUSTRIAL PARK SUBDIVISION A DISTANCE OF 115.00' TO THE POINT OF BEGINNING, THENCE CONTINUE S1°18'45\" W ALONG SAID WEST LINE A DISTANCE OF 250.00', THENCE S89°49'00\" E PARALLEL WITH SAID 1/4 LINE A DISTANCE OF 400.00', THENCE N1°18'45\" E PARALLEL WITH SAID WEST LINE A DISTANCE OF 250.00', THENCE N89°49'00\" W PARALLEL WITH SAID 1/4 LINE A DISTANCE OF 400.00' TO THE POINT OF BEGINNING CONTAINING 2.30 ACRES



<p><b>Peterson Surveying</b> 1223 N LINCOLN ROAD ESCANABA, MI. 49829 (906) 789-7878 FAX (906) 789-2729</p>	<p>I, MICHAEL PETERSON, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, CERTIFY THAT I HAVE SURVEYED AND MAPPED THE ABOVE PARCEL OF LAND IN ACCORDANCE WITH P.A. 132 OF 1970, THAT THE RATIO OF THE UNADJUSTED FIELD OBSERVATIONS IS WITHIN THE ACCEPTED LIMITS</p>	<p>JOB NUMBER: 0913100</p>	<p><b>LEGEND</b> (M) MEASURED (R) RECORDED ● IRONS FOUND ○ IRONS SET ⊕ CONTROL CORNER</p>
		<p>SURVEY FOR: CITY OF GLADSTONE</p>	
		<p>DATE: 9/22/13</p>	<p>SCALE: 1"=100'</p>

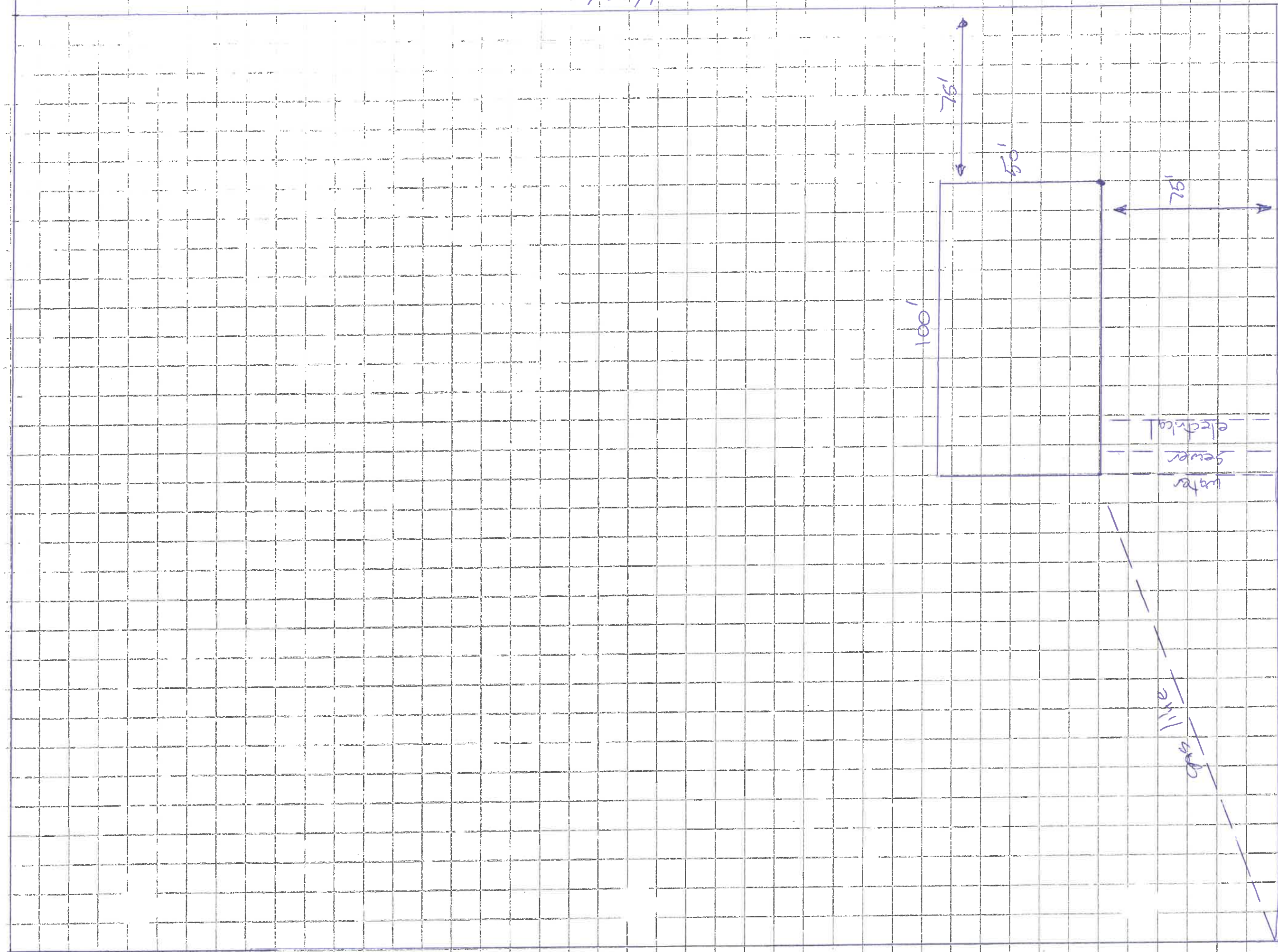
BPR LLC building  
Bob Bosk

Not to scale

1-2-24



100ft



250'

Road - Clark Drive East

BALANCE SHEET REPORT FOR CITY OF GLADSTONE  
Balance As of 11/30/2023

Item 4.  
 Y1 11/30/2023  
 Normal (Abnormal)

GL Number	Description	Normal	(Abnormal)
<b>Fund: 244 ECONOMIC DEVELOPMENT FUND</b>			
<b>*** Assets ***</b>			
244-000-001.000	CASH		(8,446.03)
244-000-017.000	INVESTMENT IN FIRST BANK		49,808.94
244-000-055.000	ACCRUED INCOME		671.92
<b>Total Assets</b>			42,034.83
<b>*** Fund Equity ***</b>			
244-000-389.000	CURRENT SURPLUS - RESERVE		39,727.35
244-000-390.000	FUND BALANCE		10,961.32
<b>Total Fund Equity</b>			50,688.67
<b>Total Fund 244:</b>			
<b>TOTAL ASSETS</b>			42,034.83
<b>BEG. FUND BALANCE</b>			50,688.67
<b>+ NET OF REVENUES &amp; EXPENDITURES</b>			(8,653.84)
<b>= ENDING FUND BALANCE</b>			42,034.83
<b>+ LIABILITIES</b>			0.00
<b>= TOTAL LIABILITIES AND FUND BALANCE</b>			42,034.83



REVENUE AND EXPENDITURE REPORT FOR CITY OF GLADSTONE

Balance As of 11/30/2023

Item 4.

GL Number	Description	23-24 Amended Budget	YTD Balance 11/30/2023 Normal (Abnormal)	Activity For 11/30/2023 Increase (Decrease)	Available Balance 11/30/2023 Normal (Abnormal)	% Bdgt Used
<b>Fund: 244 ECONOMIC DEVELOPMENT FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
244-000-665.000	INTEREST ON INVESTMENTS	0.00	351.55	0.00	(351.55)	100.00
244-000-699.390	TRANSFER FROM FUND BALANCE	8,450.00	0.00	0.00	8,450.00	0.00
Total Dept 000 - REVENUE		8,450.00	351.55	0.00	8,098.45	4.16
Revenues		8,450.00	351.55	0.00	8,098.45	4.16
<b>Account Category: Expenditures</b>						
<b>Department: 537 ADMINISTRATIVE</b>						
244-537-751.000	MATERIALS & SUPPLIES	100.00	70.83	70.83	29.17	70.83
244-537-757.000	COPIES	250.00	21.70	0.00	228.30	8.68
244-537-800.000	CONTRACTED SERVICES	0.00	1,600.00	0.00	(1,600.00)	100.00
244-537-800.005	ECONOMIC DEVELOPMENT ALLIANCE CONTRI	7,000.00	7,000.00	0.00	0.00	100.00
244-537-802.000	LEGAL FEES	1,000.00	0.00	0.00	1,000.00	0.00
244-537-803.000	AUDIT FEES	100.00	43.73	21.45	56.27	43.73
244-537-960.000	OTHER OPERATING SUPPLIES	0.00	269.13	0.00	(269.13)	100.00
Total Dept 537 - ADMINISTRATIVE		8,450.00	9,005.39	92.28	(555.39)	106.57
Expenditures		8,450.00	9,005.39	92.28	(555.39)	106.57
<b>Fund 244 - ECONOMIC DEVELOPMENT FUND:</b>						
TOTAL REVENUES		8,450.00	351.55	0.00	8,098.45	
TOTAL EXPENDITURES		8,450.00	9,005.39	92.28	(555.39)	
NET OF REVENUES & EXPENDITURES:		0.00	(8,653.84)	(92.28)	8,653.84	



# City of Gladstone, MI

1100 Delta Avenue  
Gladstone, MI. 49837  
www.gladstonemi.org

## Staff Report

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Agenda Date: 01-09-2024                      Eric Buckman, City Manager: \_\_\_\_\_  
 Department: City Commission              Department Head Name: \_\_\_\_\_  
 Presenter: Eric Buckman                      Kim Berry, City Clerk: \_\_\_\_\_

**This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.**

**AGENDA ITEM TITLE:**  
 2024 EDC Regular Meeting Dates

**BACKGROUND:**

It is a Charter requirement and Open Meetings Act requirement to publish in a newspaper of general circulation the 2024 Regular EDC Regular Meeting Dates. Please find list attached - the meeting dates are the 2nd Tuesday of each month at Noon.

**FISCAL EFFECT:**

None

**SUPPORTING DOCUMENTATION:**

2024 Schedule

**RECOMMENDATION:**

Motion to approve the 2024 EDC Regular Meeting Schedule.

**GLADSTONE ECONOMIC DEVELOPMENT CORPORATION  
2024 REGULAR MEETING SCHEDULE**

**All meetings begin at Noon  
Electric Department Conference Room  
10 North 11th Street**

- 1/9/2024
- 2/13/2024
- 3/12/2024
- 4/9/2024
- 5/14/2024
- 6/11/2024
- 7/9/2024
- 8/13/2024
- 9/10/2024
- 10/8/2024
- 11/12/2024
- 12/10/2024