



GLADSTONE PARKS & RECREATION ADVISORY BOARD

Parks & Recreation Office - 901 Montana Avenue

September 19, 2023

6:30 PM

Pursuant to Ordinance No. 486, notice is hereby given to the members of the City of Gladstone Parks and Recreation Advisory Board and to the general public that a Parks & Recreation Advisory Board will be held on Tuesday, September 19, 2023 at 6:30 PM at Parks & Recreation Office - 901 Montana Avenue.

AGENDA

MEETING CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. Regular Meeting Minutes of June 6, 2023

UNFINISHED BUSINESS

NEW BUSINESS

2. Parks & Recreation Director Update
3. Memorial Benches - Cathy & James DeKeyser
4. Memorial Benches - Karen Nicholas
5. Memorial Tree - John (Mick) Bruno
6. Fall Maintenance – Ski Hill Updates
7. Gladstone Ski Club Bank Account
8. Harbor Updates
9. Campground Updates
10. Gladstone Community Watch

BOARD ANNOUNCEMENTS & REPORTS

BOARD MEMBER COMMENTS

ADJOURNMENT

Posted 09-18-2023



GLADSTONE PARKS & RECREATION ADVISORY BOARD

Parks & Recreation Office - 901 Montana Avenue

June 06, 2023

6:30 PM

MINUTES

MEETING CALL TO ORDER: 6:30pm

ROLL CALL: Jeremy Cook, Jay Bostwick, Stacie Carter, Gary Stevenson

APPROVAL OF MINUTES: May 2nd, 2023

A motion was made by Stacie Carter and supported by Jeremy Cook to accept the Recreation Board minutes of May 2nd, 2023, the motion was carried unanimously at 6:36pm.

CALL TO THE PUBLIC: None

STAFF REPORT: None

BOARD ANNOUNCEMENTS & REPORTS: None

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

1. Change Fee Schedule for Sports Park:

A motion was made by Gary Stevenson and supported by Jay Bostwick to change the fee schedule for the Sports Park Ski Hill operations as presented in the attachment, the motion was carried unanimously at 7:29pm.

A motion was made by Jay Bostwick and supported by Jeremy Cook to move to the Rate 7 fee schedule set by Michigan Waterways and increase the West End dockage fees as presented in the attachment, the motion was carried unanimously at 7:34pm.

2. Disc Golf Competition update:

Director Davis gave an update on the Disc Golf Tournament held on June 3rd and 4th, There were 77 players with a total purse of \$2,334. It was great day and good turnout. More information can be found at Aloft Disc Golf (aloftdg.com) They are already planning for 2024 Disc Golf Tournament at North Bluff.

3. Iverson's Home Center Lumber Donation:

Special thanks! Iverson's Home Center donated 9 - 2x10x14 and 5 - 2x10x16 treated boards to replace the boards on the bleachers at Olson field.

4. Appoint Two Representatives to Sports Park Subcommittee:

A motion was made by Stacie Carter and supported by Jay Bostwick to appoint Anne Pfothenhauer and Jeremey Cook to the Sports Park Subcommittee, the motion was carried unanimously at 7:39pm.

BOARD MEMBER COMMENTS: None

Item 1.

ADJOURNMENT:

A motion was made by Jay Bostwick and supported by Stacie Carter to adjourn at 7:42pm.

**PARKS AND RECREATION
2023-2024**

Item 1.

Item 6.

	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 Ballfield	\$ 225.00	\$ 225.00	Per reserved day of the week for season
	Bayshore Ballfield	\$ 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 \$130 & \$150
		\$ 250.00	\$ 290.00	Family \$230 & \$265
	Tubing Membership	\$ 110.00	\$ 135.00	Single \$90 & \$110
		\$ 170.00	\$ 205.00	Family \$150 & \$180
	Combo Membership	\$ 220.00	\$ 265.00	Single \$180 & \$210
		\$ 380.00	\$ 450.00	Family \$290 & \$335
Private Tubing Parties	Less than 50 people	\$	105.00	per hour \$85
	50-75 people	\$	130.00	per hour \$110
	76-100 people	\$	155.00	per hour \$135
	101-150 people	\$	180.00	per hour \$160
	151-200 people	\$	250.00	per hour \$200
	over 200 people	\$	350.00	per hour \$300
	tow attendant	\$	70.00	per hour \$55
Harbor	North Wall 25'	\$	1,525.00	\$1,300
	East Wall 30' Pier	\$	1,830.00	\$1,560
	East Wall 45' Pier	\$	2,745.00	\$2,340
	West End	\$	800.00	build your own dock \$700
	Transient	25' and less = \$25.00/day >25' = \$1.00/foot/day		Variable rate set by MI State Waterways Commission

**PARKS AND RECREATION
2023-2024**

Item 1.

Item 6.

	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

GLADSTONE

**City of Gladstone, MI****MEETING TYPE
STAFF REPORT**

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

Agenda Date: 09-19-2023**Eric Buckman, City
Manager:****Department:** Parks & Recreation**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:

Parks & Recreation Director Update

BACKGROUND:

Jason Davis was terminated on Friday, July 28, 2023 for reasons other than just cause, with six-month severance per the IBEW Local 906 Gladstone Supervisory Union Contract. The City does not discuss personnel matters publicly so no further statements will be made on the termination.

Robert Brown the Parks & Recreation Maintenance & Janitorial position has been taking the lead on Parks & Recreation since August 2023 and is receiving relief supervisory pay (\$20.00 for half day or \$40 for full day) per Teamsters Local Union 406 Section 9. City Manager Eric Buckman defaults as the Parks & Recreation Director until the position is filled.

Management will be reviewing the department's needs and position job description and posting for a Parks & Recreation Director. Posting requirements internal within the Supervisory Union first, then public posting.

FISCAL EFFECT:

Six month severance to end check date 02-04-2024

SUPPORTING DOCUMENTATION:

None

RECOMMENDATION:

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AGENDA ITEM TITLE:

Memorial Bench – Cathy & James DeKeyser

BACKGROUND:

Per the City of Gladstone Memorials in the Park Policy – the location of a memorial bench must be approved by Parks & Recreation Board.

Cathy & James DeKeyser have selected two locations as Robert Brown of the Parks Department will explain.

FISCAL EFFECT:

All costs for materials, labor and/or installation will be the responsibility of the customer

SUPPORTING DOCUMENTATION:

Memorials in the Park Policy
 Location maps

RECOMMENDATION:

Approve location _____ for Cathy & James DeKeyser Memorial Bench

GLADSTONE



City of Gladstone

Memorials in the Park Policy

The City of Gladstone Parks and Recreation Department and the Recreation Advisory Board have set a policy and procedure to address memorials placed in the City of Gladstone parks and recreation facilities.

1. **The Parks and Recreation Advisory Board shall approve all memorials presented.**
2. Upon approval of the Parks and Recreation Advisory Board – final design, location and installation specifications must be approved by the Parks and Recreation Staff before installation of memorial.
3. Memorials must be installed with minimal disturbance to surrounding soil, turf, trees, etc. and any disturbances shall be restored to original appearance.
4. The Parks and Recreation staff upon completion will give final approval of memorials and surrounding site.
5. Memorials considered, but not limited to:
 - a. Trees, shrubs, bushes, plants, etc.
 - b. Decorative stone/rocks with plaque inset
 - c. Benches
 - d. Concrete pads
 - e. Free standing plaques/signs
 - f. Statues

***All costs for materials, labor, and/or installation will be the responsibility of the owner.**

6. The City of Gladstone Parks and Recreation Department and the Recreation Advisory Board have set policy and procedure to address memorials in recreational parks and facilities.
- a. A memorial can be placed within the parks system if it is approved by the Parks and Recreation Board.
 - b. A tree, shrub, or any vegetation can be planted at the owner's cost. A recognition plaque can be inset in a decorative stone along the side of said memorial; also at owner's expense. It also must be approved by the Parks and Recreation Board.
 - c. Placement and type of vegetation will have to be approved by the Parks and Recreation Board.
 - d. If the City is building or considering a project an amity that has been chosen by the Parks and Recreation Board could be memorized with a plaque which would be inset in a stone. Parks and Recreation Board would have to approve it. The cost would also be the responsibility of the owner.
 - e. Location and details must be approved by the Parks and Recreation Board.

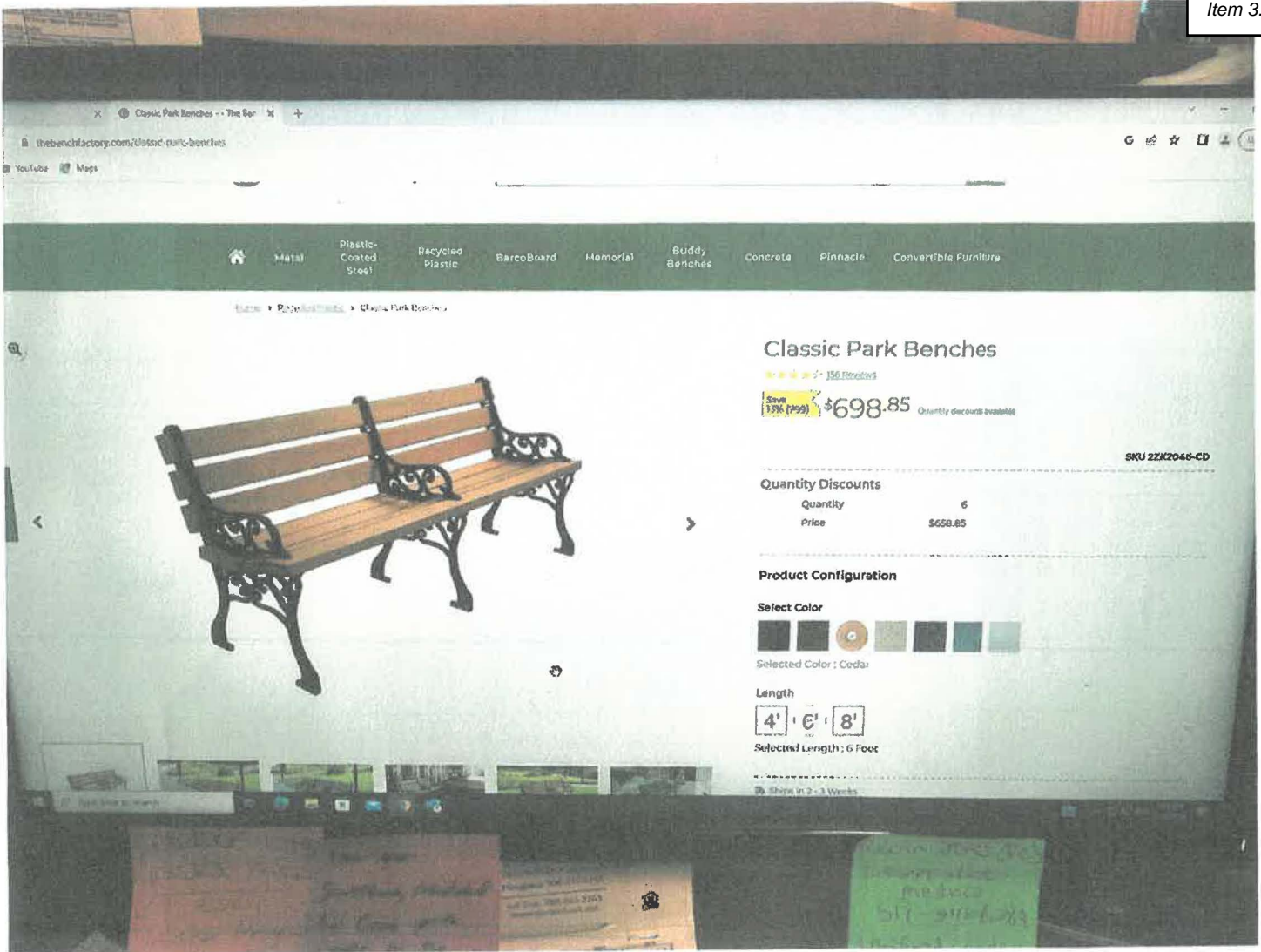
Parks & Recreation Board Approval: 09-30-2019

City Commission Approval:

Proposed Memorial Benches



0 550 1,100 2,200 Feet



Bench \$700.00
 Plaque \$206.00 (4-6)wks
 Stamped Pad \$700.00
 Shipping \$190.00
\$1800.00

[← BACK TO PRODUCT DETAILS](#)

Cast Bronze Bench Plaques

\$205.85

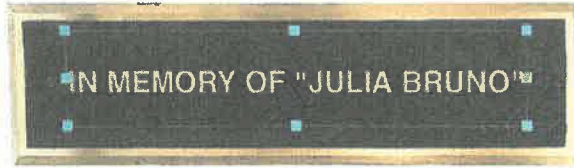
 [ADD TO CART](#)

Options

Text

My Designs

 [SAVE DESIGN](#)



 CAPTURE

 SNAPSHOT

 START OVER

 ZOOM  50%

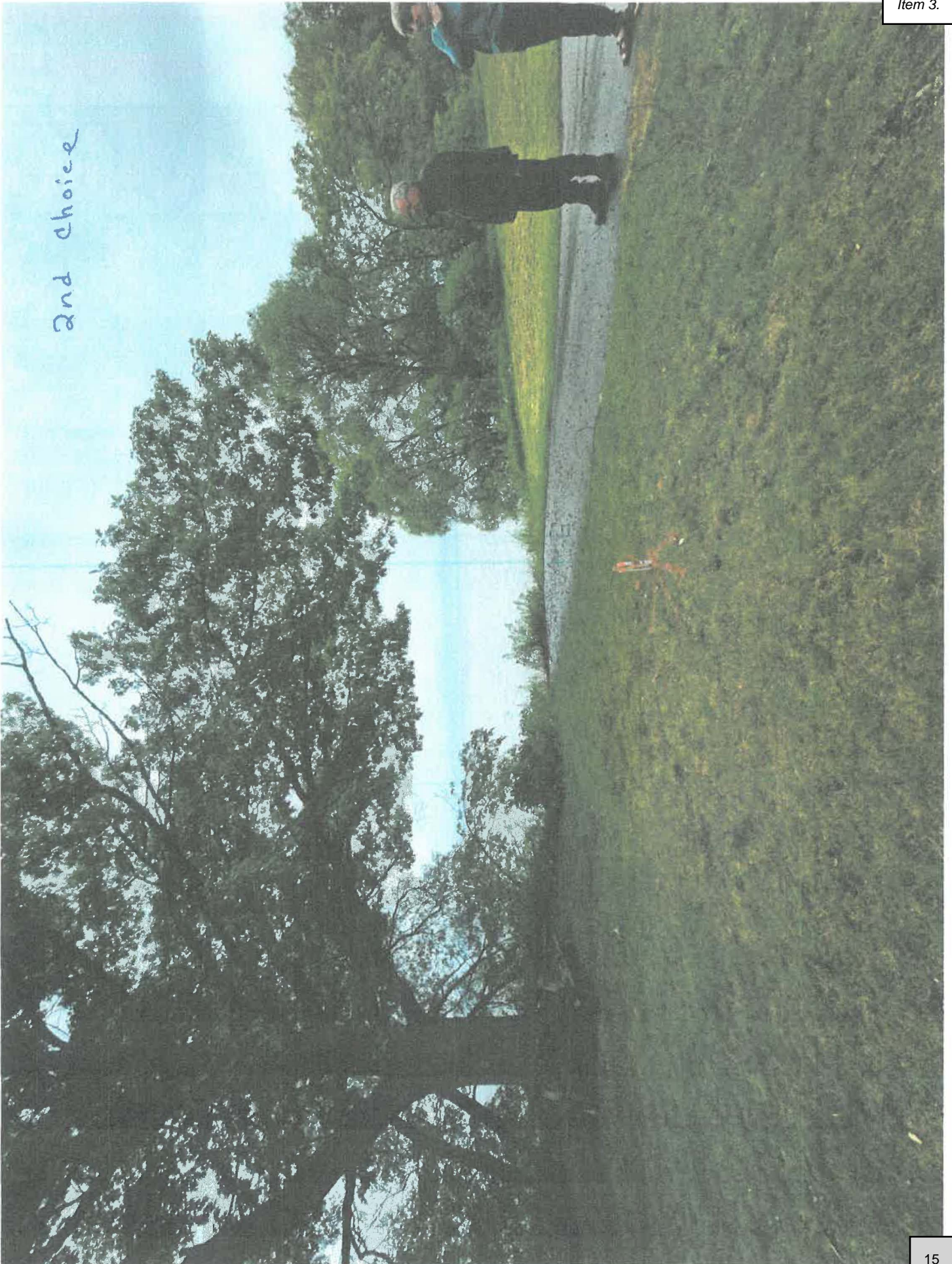
  

Proposed Memorial Benches



1st choice





2nd choice

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AGENDA ITEM TITLE:

Memorial Bench – Karen Nicholas

BACKGROUND:

Per the City of Gladstone Memorials in the Park Policy – the location of a memorial bench must be approved by Parks & Recreation Board.

Karen Nicholas have selected two locations as Robert Brown of the Parks Department will explain.

FISCAL EFFECT:

All costs for materials, labor and/or installation will be the responsibility of the customer

SUPPORTING DOCUMENTATION:

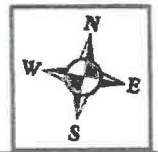
Memorials in the Park Policy
 Location maps

RECOMMENDATION:

Approve location _____ for Karen Nicholas Memorial Bench

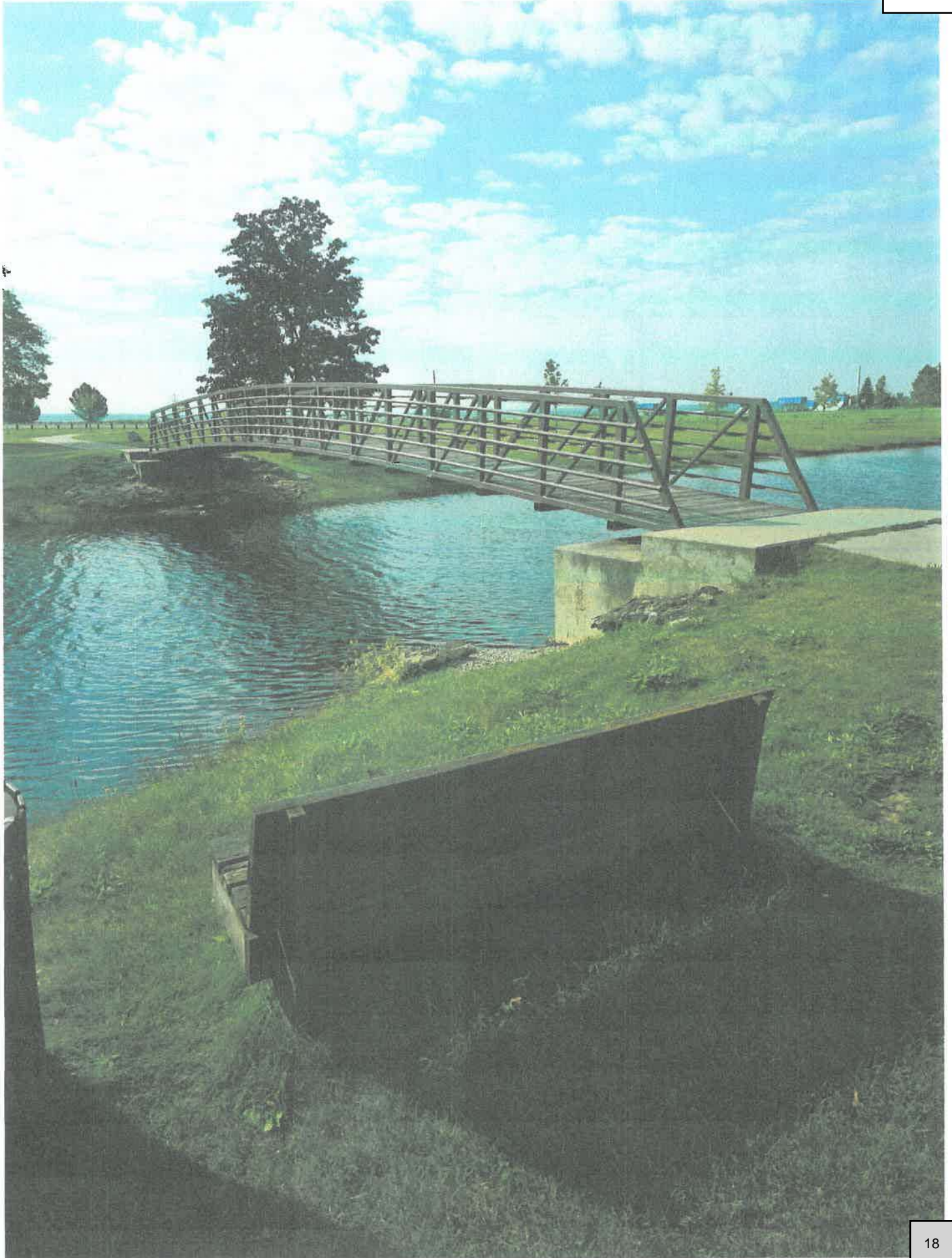
Proposed Memorial Benches

wants to Replace
old Bench by Bridge



● Park Benches

0 550 1,100 2,200 Feet



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AGENDA ITEM TITLE:

Memorial Tree – John (Mick) Bruno – Memorial Tree

BACKGROUND:

Per the City of Gladstone Memorials in the Park Policy – the location of a memorial bench must be approved by Parks & Recreation Board.

John (Mick) Bruno have selected the location as Robert Brown of the Parks Department will explain.

FISCAL EFFECT:

All costs for materials, labor and/or installation will be the responsibility of the customer

SUPPORTING DOCUMENTATION:

Memorials in the Park Policy
Location maps

RECOMMENDATION:

Approve location _____ for John (Mick) Bruno Memorial Tree

John (Nick) Bruno Memorial Tree

Proposed Memorial Benches

For:
Julia Bruno
Burgandy Ball Maple tree
stone memorial w/ plaque inlay
"In memory of Julia Bruno"
would like a location along
main path along lagoon or
Attached picture in Big field



● Park Benches

0 550 1,100 2,200 Feet



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AGENDA ITEM TITLE:

Fall Maintenance – Ski Hill Updates

BACKGROUND:

- Fall Maintenance
- Ski Hill 2024 Update
- Seasonal Labor

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:****RECOMMENDATION:**

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AGENDA ITEM TITLE:

Gladstone Ski Club Bank Account

BACKGROUND:

Baybank account for the Gladstone Ski Club has \$277.26 balance.

The Auditor and City Treasurer noted inactivity in this account and the account must be closed and the money receipted into the General Fund Revenue – Gladstone Ski Hill if the Ski Club is inactive.

FISCAL EFFECT:

\$277.26

SUPPORTING DOCUMENTATION:

Baybank statement

RECOMMENDATION:

Motion to recommend to City Commission to close the Baybank account for the Gladstone Ski Club due to inactive club and receipt \$\$277.26 to the General Fund Gladstone Ski Hill Revenue Account.



Managing Your Accounts

Item 7.

Phone Number (906) 428-4010
Online Banking www.baybank.us

Date 7/31/23 Page 1 of 1
Account Number Ending 6141

318042

GLADSTONE SKI CLUB
1100 DELTA AVE
GLADSTONE MI 49837

RECEIVED
AUG 07 2023
BY: *Bombard*

*** CHECKING ACCOUNTS ***

REGULAR NON INTEREST CHECKING

ACCOUNT NUMBER	Ending	Statement Dates	7/01/23 thru 7/31/23
PREVIOUS BALANCE	277.26	DAYS IN THE STATEMENT PERIOD	31
DEPOSITS/CREDITS	.00	AVERAGE LEDGER BALANCE	277
CHECKS/DEBITS	.00	AVERAGE BALANCE	277
SERVICE CHARGE	.00		
INTEREST PAID	.00		
ENDING BALANCE	277.26		

	Total For This Period	Total Year-to-Date
Overdraft item fees year to date	\$.00	\$.00
Return item fees year to date	\$.00	\$.00

DAILY BALANCE INFORMATION

DATE	BALANCE
7/01	277.26

Keep yourself safe from fraud! Follow these tips & stay safe.
 ~Protect yourself & older loved ones by raising awareness
 ~Check in on older loved ones ~Limit what you share online
 ~Do your research ~Go slowly & ask a lot of questions
 ~Listen to your gut ~Do not overshare personal information
 ~Be suspicious if you have not met in person ~Do NOT send money

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

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AGENDA ITEM TITLE:

Harbor Updates

BACKGROUND:

- Security Camera Updates
- Harbor Master for 2024
- Reviewing Harbor Rules, Reservation System for 2024

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:****RECOMMENDATION:**

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AGENDA ITEM TITLE:

Campground Updates

BACKGROUND:

- Campground Closing Date
- Campground Reservations system upgrade
- Campground Rules Update
- Airbnb Issues
- Seasonal Labor

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:****RECOMMENDATION:**

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AGENDA ITEM TITLE:

Gladstone Community Watch

BACKGROUND:

There is interest in starting a Community Watch Program due to the increase of vandalism and theft in VanCleve Park/Restrooms, Harbor and Fit Trail. This program would need to be developed and administered through Public Safety rather than Parks & Recreation Board.

Parks & Recreation members can be part of the group certainly – in fact if a couple of board members would like to take the lead to work with Public Safety Director Ron Robinson on developing this idea and process it would be appropriate to appoint members at this time.

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:**

Sample Community Letter

RECOMMENDATION:

Appoint two members to meet with Public Safety Director Ron Robinson on a Gladstone Community Watch Program

Date _____

Dear _____

Kim, just for your info
Eddy

Item 10.

In light of vandalism and theft in Van Cleve Park this summer; at the harbor, Fit Trail and bathrooms, Gladstone Public Safety needs your help.

We want to develop a stronger community watch and reporting in the neighborhoods covering Lake Shore Drive and Minneapolis Avenue, specifically the residents overlooking Van Cleve Park and Mary's Beach (by Indian sculptures) by reporting any suspicious activity to Gladstone Public Safety at **906-428-4242**. Information helpful to public safety in these matters includes:

- A description of the suspicious event and location
- Time of day
- Description of vehicles involved (car, moped, bicycles)
- Description of person(s), number of people involved and dress

Gladstone Parks and Recreation Board and I ask you to report any suspicious activity to Gladstone Public Safety.. We will follow up. Your help with vigilance is key to curbing these destructive acts. Please call with information but do not attempt to stop theft or vandalism in progress.

Feel free to call me, Ron Robertson, at the phone number above with any questions you have regarding this letter. Your support will go a long way to protect the beauty and safety of our town. Thank you for your support!

Ron Robinson
Director, Gladstone Public Safety

Gladstone Parks and Recreation Board
Bob Bosk
Jay Bostwick
Stacey Carter
Jeremy Cook
Ann Photenhauer
Cathy Sjoquist
Gary Stevenson

Cc: Eric Buckman
Joe Thompson