



GLADSTONE PARKS & RECREATION ADVISORY BOARD

Parks & Recreation Office - 901 Montana Avenue
August 05, 2025
6:30 PM

AGENDA

MEETING CALL TO ORDER

ROLL CALL

CALL TO THE PUBLIC

APPROVAL OF MINUTES

1. PARKS & RECREATION REGULAR MEETING MINUTES OF 06-03-2025

STAFF REPORT

BOARD ANNOUNCEMENTS & REPORTS

2. FEE SCHEDULE REVIEW
3. REVIEW OF RENTAL, CAMPGROUND AND HARBOR POLICIES

CORRESPONDENCE

BOARD MEMBER COMMENTS

ADJOURNMENT



Parks & Recreation Office
 901 Montana Avenue
 June 3, 2025
 6:30 pm

MINUTES

CALL TO ORDER

Gary Stevenson called the meeting to order at 6:53pm. Wendy Taavola called roll.

ROLL CALL

PRESENT

Gary Stevenson
 Bob Bosk
 John DeFiore
 Roger Aho
 Jay Bostwick

ABSENT

Cathy Sjoquist
 Anne Pfothenauer

STAFF PRESENT

Wendy Taavola, Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Member Stevenson pointed out the following errors in the minutes.

1. John DeFiore called the meeting to a close, not Roger Aho.

Motion made to approve minutes of May 6, 2025 meeting with the one error corrected, by Stevenson, seconded by Bostwick.

Voting Yea: ALL

MOTION CARRIED

OLD BUSINESS

Gladstone Area Pickleball Use Agreement – All changes that were agreed upon at the last meeting were made, checked by John DeFiore. A motion was made by DeFiore, seconded by Bosk, to accept the use agreement as presented.

Voting Yea: ALL

MOTION CARRIED

Recreation Advisory Board Bylaws – A discussion was initiated by DeFiore regarding when in the annual schedule would be reviewed by the board. Director Taavola mentioned that June 1st is when fee schedules are submitted, and suggested they be reviewed in April each year. Member DeFiore expressed concern regarding the fees and why we are charging to rent the kayaks. The kayaks do not get rented often. Director Taavola stated that the campground daily rates will be increased by \$5 for each site type. This was done by the department after the Commission requested a rate study. Member DeFiore requested to review the fee schedule at the next

meeting. Member Aho requested clarification on Section 2.2, 1a of the bylaw regarding eligibility. After discussing the wording of the section, Member Bostwick made a motion to table the item until a clarification can be obtained by the city clerk. Member Stevenson seconded the motion.

Voting Yea: ALL

MOTION CARRIED

Member Stevenson inquired about whether or not there is anything posted at the pavilions on days they are rented out stating that they are reserved. Director Taavola stated that there wasn't, but we could put up an acrylic paper holder to do so.

NEW BUSINESS

Tree Removal Subcommittee – Have not met, will meet this week with the Conservation District. Director Taavola updated the board on the intention of the meeting with the Conservation District; they would like to work with us to plant trees in the park. The Conservation District will be supplying the trees. Member DeFiore stated that his intention for the subcommittee is to have a plan to take care of the trees we have before planting new trees.

DIRECTOR'S REPORT

Director Taavola gave an update on the Pram Shack building. Trusses have been approved by the engineer, and we will be ordering once we have approval. Block will be going in first. The trusses will be ordered from Menards; their truss estimate was the lowest. It will take 2-6 weeks once the trusses are ordered before they are delivered.

The board was also updated on the Fourth of July Celebration planning. We have received several vendor and parade applications so far. We are still looking for a Grand Marshall for the parade. The theme of the parade is "National Treasure". Next year we will have a committee to plan the celebration, the 250th birthday of the country.

The grand opening of the pickleball courts is on July 5th.

An AED has been donated by the Gladstone Schools for the sports park. It will be mounted up at the snack shack.

There has been a donation of 24 flowerpots and flowers to fill them for downtown on Delta Avenue. The department has purchased a 100-gallon water tank for the back of the Kubota for the purpose of watering all of the flowers throughout the city. Patricia from the DDA has agreed to fund half of the purchase.

BOARD MEMBER COMMENTS

Roger Aho: Aho inquired about the Farmer's Market pergolas. Mr. Aho also mentioned staining the wood on the fishing pier; it is getting weathered.

Gary Stevenson: Stevenson inquired about the sinkhole near the harbor. Director Taavola informed the group that the sinkhole has been repaired.

Bob Bosk: Bosk inquired about water faucets in the park and whether they have been turned on for the summer. Director Taavola informed the group that the water is on in the park. Bosk stated he was told about an issue with them not working.

Jay Bostwick: Bostwick inquired about the sand at the skate park. Director Taavola updated the board about the ongoing efforts this spring to eliminate the sand problem. The department is working on putting up a barrier between the beach and the skate park. Mr. Bostwick also asked if a microwave was purchased for the ski chalet. Director Taavola stated it has not and it is on her list.

John DeFiore: DeFiore inquired about the volunteer staining project from last year at Kid's Kingdom. He asked if we were going to finish the project. Director Taavola stated that the project is on our list and the department intends to finish it. He suggested cutting the trees and picking up leaves prior to staining and working in sections while staining. Mr. DeFiore also spoke about leveling the flower planters in the park and the broken boards on the bridge in Van Cleve. Additionally, Mr. DeFiore informed the group that there is a lighting issue at the fish cleaning station, it was out when he was there one night this week. He also suggested cutting the delineators in Van Cleve at an angle, so water runs off of them instead of pooling.

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



Board:	Recreation Advisory Board
Agenda Date:	08-05-2025
Department:	Parks and Recreation
Presenter:	Wendy Taavola

Staff Report

Agenda Item Title:

Fee Schedule Review

Background:

The 2025-26 Fee Schedule has been approved by the City Commission. The Recreation Advisory Board requested to review the Fee Schedule at the June 3, 2025 meeting.

Fiscal Effect:

None.

Supporting Documentation:

2025-26 Fee Schedule

Recommendation:

The department recommends the board review the fee schedule at this meeting. The board will review again at the April 2026 meeting to make changes if necessary.

2025-2026

FEE SCHEDULE

APPROVED BY CITY COMMISSION 06/09/2025



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 2.

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

GENERAL GOVERNMENT
2025-2026

Item 2.

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 2.

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 2.

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 2.

	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
2025-2026

Item 2.

	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 2.

	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 2.

	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 2.

	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 and Fees approved 06/09/2025

Rates effective 08/01/2025

ELECTRIC RATES
EFFECTIVE 08/01/2025

Item 2.

	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	\$ (0.03761)	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		\$ (0.02951)	
	Small Power on peak	PG2C1O	\$ (0.03761)	

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 be
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 2.

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 2.

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 2.

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
<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 08/01/2025

Item 2.

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:	Recreation Advisory Board
Agenda Date:	08-05-2025
Department:	Parks and Recreation
Presenter:	Wendy Taavola

Staff Report

Agenda Item Title:

Review of Rental, Campground and Harbor Policies

Background:

The CivicRec online reservation program is in the process of being configured for the department. All of the policies for rentals, campground and the harbor will be included in the Civic Rec program.

Fiscal Effect:

None.

Supporting Documentation:

Venue Rental Form
Rental Agreements for the ski chalet, beach house, big pavilion, kid's kingdom pavilion, and gazebo.
Harbor Seasonal Slip Information
Campground Rule

Recommendation:

The department recommends a review of the rental, campground and harbor policies. Additionally, the board should discuss and adopt cancellation policies for the harbor seasonal dockage, venue rentals and the campground.

GAZEBO RENTAL AGREEMENT

To reserve: An application must be filled out, signed and returned with payment to City Hall. A signed rental application acknowledges that you have read and understand these terms. Reservation fee is non-refundable.

Reservation Information

1. Typical rental period is 24 hours.
2. The city noise ordinance goes into effect at 10:00 pm.
3. Both ends of pavilion have electrical outlets and water spigots.
4. Use tape or string for decorations. DO NOT nail, pin, or anchor anything in the tables, walls, or ceiling.
5. Take down all decorations after event.
6. Pick up all trash and place in designated trash bins around the island.
7. Gazebo and grounds should be left neat.

IN THE EVENT OF AN EMERGENCY CALL 911

For all other questions or concerns, please call the Recreation Department at 906-428-2311, or the Recreation Director at 906-420-4745.

Thank you!

BIG PAVILION RENTAL AGREEMENT

To reserve: An application must be filled out, signed and returned with payment to City Hall. A signed rental application acknowledges that you have read and understand these terms. Reservation fee is non-refundable.

Reservation Information:

1. Typical rental period is 24 hours.
2. The city noise ordinance goes into effect at 10:00 pm.
3. Both ends of pavilion have electrical outlets and water spigots.
4. Use tape or string for decorations. DO NOT nail, pin, or anchor anything in the tables, walls, or ceiling.
5. Take down all decorations after event.
6. Pick up all trash and place in designated trash bins. Extra bags will be in trash cans.
7. Put tables back and under pavilion in original spots and tables are to be wiped down.
8. Pavilion and grounds around it should be left neat.

IN THE EVENT OF AN EMERGENCY CALL 911

For all other questions or concerns, please call the Recreation Department at 906-428-2311, or the Recreation Director at 906-420-4745.

Thank you!

**KIDS KINGDOM PAVILION
RENTAL AGREEMENT**

To reserve: An application must be filled out, signed and returned with payment to City Hall. A signed rental application acknowledges that you have read and understand these terms. Reservation fee is non-refundable.

Reservation Information

1. Typical rental period is 24 hours.
2. The city noise ordinance goes into effect at 10:00 pm.
3. Both ends of pavilion have electrical outlets and water spigots.
4. Use tape or string for decorations. DO NOT nail, pin, or anchor anything in the tables, walls, or ceiling.
5. Take down all decorations after event.
6. Pick up all trash and place in designated trash bins. Extra bags will be in trash cans.
7. Put tables back and under pavilion in original spots and tables are to be wiped down.
8. Pavilion and grounds around it should be left neat.

IN THE EVENT OF AN EMERGENCY CALL 911

For all other questions or concerns, please call the Recreation Department at 906-428-2311, or the Recreation Director at 906-420-4745.

Thank you!

BEACH HOUSE RENTAL AGREEMENT

To reserve: An application must be filled out, signed and returned with payment to City Hall. A signed rental application acknowledges that you have read and understand these terms. Reservation fee is non-refundable.

One week prior to reservation: Call Recreation office, 906-428-2311, to obtain door lock code.

Reservation Information

1. Typical rental period is 24 hours.
2. The city noise ordinance goes into effect at 10:00 pm.
3. Use tape or string for decorations. DO NOT nail, pin, or anchor anything in the tables, walls, or ceiling.
4. Take down all decorations after event.
5. Pick up all trash, wipe down tables, and clean up any debris on floors.
6. Lock up doors when leaving and turn off all lights.
7. Grounds around beach house should be left neat.

IN THE EVENT OF AN EMERGENCY CALL 911

For all other questions or concerns, please call the Recreation Department at 906-428-2311, or the Recreation Director at 906-420-4745.

Thank you!

SKI CHALET RENTAL AGREEMENT

To reserve: An application must be filled out, signed and returned with the security deposit to City Hall. A signed rental application acknowledges that you have read and understand these terms. An insurance rider is required to rent this facility.

Three weeks prior to reservation: All rental fees should be paid. Fees can be paid at City Hall.

One week prior to reservation: Call Recreation office, 906-428-2311, to obtain door lock code.

Reservation Information:

1. Typical rental period is 24 hours. During graduation weekend, rental period is 3 hours per block, 3 blocks per day. The city noise ordinance goes into effect at 11:00 pm.
2. Tables and chairs are available for use. They are in the shed out the door on the bunny hill side of the building and to the left. The shed key is in the kitchen on the peg board.
3. Breaker box is in kitchen. (see picture to the right) Please turn off entrance light if used.



4. Fireplace is not available for use.
5. Latches on inside of double doors must be engaged to secure door (two per door, see picture to the left). Lock doors every night and upon leaving.
6. Do not leave any valuables in building overnight, you are responsible for your own belongings.
7. DO NOT nail, pin or anchor anything in the tables, walls or ceiling, use tape or string for decorations.

Following reservation:

1. All decorations should be removed.
2. Wipe down all tables and chairs and put them back in shed.
3. Clean up debris on floors, counters, and any large messes.
4. Building and grounds are to be left neat.
5. All garbage should be placed in the dumpster outside (the key is the same as for the shed)
6. Lock all doors to leave the building secure.

Building will be inspected following reservation: Given no damage or excessive cleaning needed, security deposit will be returned by mail. You will be contacted if there are issues.

IN THE EVENT OF AN EMERGENCY CALL 911

For all other questions or concerns, please call the Recreation Department at 906-428-2311, or the Recreation Director at 906-420-4745.

Thank you!



City of Gladstone Campground Rules

Welcome to the Gladstone Bay Campground!

To make your stay more enjoyable, please observe the following rules:

- 1. Right of Refusal:** The campground reserves the right to refuse service to anyone not adhering to these rules. Disruptive or unsafe behavior may result in immediate eviction without refund.
- 2. Zero Tolerance for Threats and Abuse:** Any threatening language or physical/verbal abuse towards fellow campers, staff, or city employees will not be tolerated. Offenders will be immediately removed from the campground by public safety, and funds from the remaining balance will be forfeited.
- 3. No Subletting or Air B&B:** The Campground is to be used for registered guests only. People staying at the site must have same address as photo I.D.
- 4. Quiet Hours:** Respect quiet hours from 11pm to 6am
- 5. Facility Use:** NO bicycles, skateboards, rollerblades, or scooters are to be ridden around or under breezeway of the restroom/shower facility for safety reasons.
- 6. Pets:** Pets are welcome but must be kept on a leash not to exceed 6 ft and under control at all times. Clean up after your pets and ensure they do not disturb other campers. Pets are not to be left unattended.
- 7. Swimming:** Swimming is at your own risk. There is no lifeguard at the campground. Protective footwear should be worn. For lifeguard protected swimming please visit our city's public beach.
- 8. Sewer Usage:** All drain outlets not connected to the sewer must be always capped. Do not drain waste directly onto the ground. The dump station is available at no charge to our campers.
- 9. Trash Disposal:** Help keep our campground clean by picking up after yourself. Please dispose of all refuse in green dumpsters at the entrance to the park.
- 10. Splitters:** Splitters are illegal to use below vacuum breakers. A splitter may only be used on your camper.
- 11. Parking:** Only two cars are allowed per campsite. Additional parking for guests is available at the entrance to the park. Park campers on a designated pad.
- 12. Personal Property:** The Gladstone Bay Campground is not responsible for missing valuables or damage to your personal property through malicious destruction by others or by acts of God. We suggest that you also secure your coolers at night.
- 13. Cancellation Policy:** There will be no refunds for cancelations, shortening of your stay, or from forced removal from the campground.
- 14. Fees:** All fees are posted on the city's website and available at the campground office.
- 15. Failure of Payment:** Non-payment will prompt a written notice to vacate within a 2-day period, posted visibly at the campsite. Personal belongings will be relocated, stored temporarily, and subsequently disposed of after the expiration of the provided deadline in the notice.
- 16. Check-In/Check-Out: Check-in time: 1pm, Check-out time: Noon**

VIOLATORS OF THESE RULES WILL BE ASKED TO LEAVE THE CAMPGROUND WITHOUT A REFUND. WE RESERVE THE RIGHT TO REFUSE CAMPGROUND USAGE TO ANYONE

Chapter 38 Section 38-123

Recreation Board approval: 03/06/2024

Print **X**

Signature **X**

Gladstone



"Year Round Playground"

City of Gladstone

Sports Park Rules for Banquets

Sports Park Rental

- A Rental Agreement and a non-refundable deposit payment must be received to reserve date
- Tables and chairs to be cleaned and put away in designated shed after event
- Garbage to be placed in dumpster
- No damaging walls with fasteners
- Quiet time is 11 pm
- Remove all belongings after event
- Do not leave anything of value in building over night
- Do not leave fireplace unattended
- Miss Dig to be called for all outdoor tents is required 906.428.9169
- Two weeks after event the deposit will be returned if event was in compliance with all rules in the rental agreement.
- Liability release for private parties and seasonal pass holders to be signed
- No outdoor fires
- The City of Gladstone is not responsible for lost or damaged items

Chapter 38 Code of Ordinances

Section 38-122 Sports Park Facility

Recreation Board Approval: 09-30-2019

City Commission Approval:

Gladstone Municipal Harbor

2025 Seasonal Slip Holder's Information

The Gladstone Municipal Harbor is scheduled to open May 15, 2025. Enclosed please find the following information on securing the boat slip assigned to you:

1. Introduction Letter
2. 2025 Slip Agreement
3. City of Gladstone Yacht Harbor and Boats Ordinance

If you are **not** interested in dockage this year, please call the Recreation so the slip may be reassigned. We have a list of boaters awaiting a slip.

Please read all the information before sending in your 2025 Slip Agreement and payment. The ordinance has been included to be sure all slip holders read and understand the rules and regulations pertaining to the harbor.

Seasonal Slip Rates		Boat Launch Ramp Fees		Daily Transient Rates	
25' Piers	\$1525	Daily	\$5	25' or less	\$25
30' Piers	\$1830	Senior Citizen (Resident)	\$20	25' or more	\$25 +\$1/Foot
45' Piers	\$2745	Senior Citizen (Non-Resident)	\$30	Pump Outs	\$5
53' Piers	\$2756	Seasonal (Resident)	\$30		
West End*	\$800	Seasonal (Non-Resident)	\$40		

*It is the responsibility of the West End dock owner to ensure their dock is secure to the shoreline to prevent damage to other boats and docks.

Full payment for dockage is due **March 31, 2025**. If not paid in full by March 31, a 7% penalty will be assessed. **After May 1, 2025, the slip will be considered vacant and will be offered to current slip holders first, then to the next applicant on the Seasonal Dockage Waiting List.**

Payment may be mailed or dropped off at:

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837

Please contact the Recreation Department at 906-428-2311 with any questions or Wendy Taavola by email at wtaavola@gladstonemi.gov

RETURN THIS PORTION WITH SLIP AGREEMENT AND PAYMENT

Name: _____ Slip # _____

Balance Due: \$ _____