



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

May 11, 2026

6:00 PM

AGENDA

CALL TO ORDER

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

PRESENTATION OF WPPI ENERGY SCHOLARSHIP

4. WPPI Scholarship Tyler Soderman

CONFLICTS OF INTEREST

PUBLIC HEARINGS

5. Fiscal Year 2026-2027 Appropriation Ordinance No. 2026-644 & Set Public Hearing

PUBLIC COMMENT

CONSENT AGENDA

6. City Commission Meeting Minutes of April 27, 2026
7. DDA Regular Meeting Minutes of March 24, 2026
8. Planning Commission Meeting Minutes from April 7, 2026

UNFINISHED BUSINESS

NEW BUSINESS

9. Professional Engineering Services for Industrial Park Lift Station Force Main Reroute Design.
10. 2026 YMCA Lifeguarding Proposal
11. Establishment of a Land Based Mooring Field
12. Gladstone Bay Campground Policies and Procedures
13. Rental of the Sail School Boathouse
14. Facade Grant for Gladstone Eye Care
15. Market Square Rental Policies
16. Special Event Permit | Saunders Point Bi-Monthly Outdoor Live Music
17. Special Event Permit | The Long Haul
18. Special Event Permit | Chafed & Confused 5k/10k
19. Special Event Permit | Delta Conservation District 75th Anniversary

CITY MANAGER'S REPORT

CITY COMMISSION & COMMITTEE REPORTS

BOARDS & COMMISSIONS REPORTS

20. Delta Area Transit Ballot Proposal

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: 05-07-2026

Patricia West, Community Development Director
906-428-2311
pwest@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.



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Rob Spreitzer

Item 5.

Staff Report

Agenda Item Title:

Appropriation Ordinance No. 2026-644

Background:

Section 8 of the City Charter requires the City Commission to adopt an annual appropriation ordinance within two months of the beginning of the fiscal year, following a public hearing. In accordance with this requirement, the City Commission established a public hearing date for Appropriation Ordinance No. 2026-644 at its April 27, 2026 meeting.

Due to the temporary absence of the City Clerk on leave, the required public notice for the hearing was not published in a newspaper of general circulation as required by the Charter. As proper notice is a prerequisite to holding a valid public hearing, the previously scheduled hearing cannot proceed as planned.

To ensure compliance with Charter requirements and applicable state law, it is necessary to reset the public hearing and provide proper public notice. Staff recommends that the City Commission establish a new public hearing date for a special meeting of the City Commission on May 21, 2026 at 6:00 PM for consideration of Appropriation Ordinance No. 2026-644.

Fiscal Effect:

Fiscal Year 2026-2027 Budget

Supporting Documentation:

Ordinance No. 2026-634

Recommendation:

Move to rescind the previously scheduled public hearing for Appropriation Ordinance No. 2026-644 and to set a new public hearing date for May 21, 2026 at 6:00 PM in the Gladstone City Hall Chambers, with direction to staff to publish the required public notice in accordance with the City Charter.

**CITY OF GLADSTONE
ORDINANCE NO. 2026-634**

AN ORDINANCE MAKING APPROPRIATIONS FOR THE CURRENT FISCAL YEAR FOR THE CITY OF GLADSTONE, MICHIGAN FROM APRIL 1, 2026 THRU MARCH 31, 2027 TO DEFRAY THE DEBTS, EXPENDITURES & LIABILITIES LEVYING THE AMOUNTS THEREOF NECESSARY TO BE RAISED BY TAXATION TO BE LEVIED ON THE NEXT CITY OF GLADSTONE JULY 2026 TAX ROLL, AND FURTHER AUTHORIZING AND REQUIRING THE LEVYING ON THE JULY 2026 CITY AND DECEMBER 2026 GENERAL TAX ROLLS AS PROVIDED BY THE CITY TREASURER.

THE CITY OF GLADSTONE ORDAINS:

Section I. That pursuant to the provisions of the Charter of the City of Gladstone, and the provisions of the budget as adopted by the City Commission, appropriations are hereby made for the current fiscal year from April 1, 2026 through March 31, 2027 for the assessments and purposes hereinafter designated as follows:

General Government	\$1,301,577
Cemetery	\$117,395
Public Safety	\$2,280,210
General Public Works	\$577,187
Parks & Recreation	\$946,491

Section II. That of the amounts appropriated in Section I of this ordinance, there shall be raised by taxation upon all 2026 tax levy the tentative sum of \$2,074,937 for the purpose of defraying the debts, expenditures, and liabilities of said City of Gladstone for the current fiscal year from April 1, 2026 through March 31, 2027.

Section III. The City Clerk shall certify to the City Assessor the tentative sum of \$2,074,937 to be levied upon the assessed valuation of all taxable property within the City of Gladstone on the General City of Gladstone July 2026 tax roll for the said City of Gladstone and laws of the State of Michigan.

Section IV. This ordinance shall be published and take effect ten (10) days after its publication.

Introduction:04-27-2026

Published: XXXXX DAILY PRESS

Public Hearing: XXXXX

Adopted: XXXXX

Published: XXXX

Effective: XXXX

CITY OF GLADSTONE

By: _____
Joseph Thompson, Mayor

By: _____
Kimberly Berry, City Clerk



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
April 27, 2026
6:00 PM

Item 6.

MINUTES

CALL TO ORDER

Mayor Thompson called the meeting to order at 6:00 PM ET.

1. Invocation

Commissioner O'Driscoll gave the Invocation.

2. Pledge of Allegiance

The pledge of allegiance was recited.

3. Roll Call

Community Development Director, Patricia West, called the roll:

PRESENT

Mayor Joe Thompson

Commissioner Judy Akkala

Mayor Pro-Tem Brad Mantela

Commissioner Steve O'Driscoll

Commissioner Whitney Maloney

CONFLICTS OF INTEREST

None.

PUBLIC HEARINGS

4. Public Hearing Date for Proposed DWSRF Lead Service Line Replacement Project

Scott Nowack of Coleman Engineering provided an overview of the draft project plan for the lead service line replacement.

Mayor Thompson opened the public hearing on the proposed DWSRF Lead Service Line Replacement Project at 6:11 PM ET to receive public input. No public comment received. Mayor Thompson closed the public hearing at 6:11 PM ET.

Motion made by Commissioner Akkala, seconded by Commissioner O'Driscoll to approve Resolution No. 2026-03 regarding the proposed City of Gladstone DWSRF Lead Service Line Replacement Project.

Roll Call Vote:

Mayor Thompson: Yea

Commissioner Akkala: Yea

Mayor Pro-Tem Mantela: Yea

Commissioner O'Driscoll: Yea

Commissioner Maloney: Yea

MOTION CARRIED.

PUBLIC COMMENT

None.

Item 6.

CONSENT AGENDA

Motion made by Mayor Pro-Tem Mantela, seconded by Commissioner Maloney to approve the consent agenda.

Voting Yea: Commissioner Akkala, Mayor Pro-Tem Mantela, Commissioner Maloney

MOTION CARRIED.

5. **Planning Commission Meeting Minutes - March 3, 2026**
6. **City Commission Regular Meeting Minutes April 13, 2026**
7. **Coleman Engineering Invoice South Hill Road**
8. **Hawkins, Inc. Invoice 7388259 - Water Chemicals**

UNFINISHED BUSINESS

None.

NEW BUSINESS

9. UPSET Funding Agreement for FY 2026-2027

Motion made by Commissioner O'Driscoll, seconded by Commissioner Akkala to approve the 2026 UPSET Agreement in the amount of \$5,261.00 and authorize Robert Spreitzer, City Manager, to sign the agreement.

Motion made by Commissioner O'Driscoll, seconded by Commissioner Akkala.

Voting Yea: Mayor Thompson, Commissioner Akkala, Mayor Pro-Tem Mantela, Commissioner O'Driscoll, Commissioner Maloney

MOTION CARRIED.

10. Introduction Of Fiscal Year 2026-2027 Appropriation Ordinance No. 2026-644 & Set Public Hearing

Motion made by Mayor Thompson, seconded by Mayor Pro-Tem Mantela to accept the introduction of Ordinance No. 2026-634 and set a public hearing for Monday, May 11, 2026 at 6:00 PM in Gladstone City Hall to receive public input.

Voting Yea: Mayor Thompson, Commissioner Akkala, Mayor Pro-Tem Mantela, Commissioner O'Driscoll, Commissioner Maloney

MOTION CARRIED.

CITY MANAGER'S REPORT

Manager Spreitzer reported the following:

Things have been quiet since our last meeting. Last Wednesday I had the pleasure of guiding members of the Michigan Municipal League on a tour of Delta Avenue. This was part of MMLs Local Economies Initiative. We were invited to participate in this event through the Central UP Small Business Support Hub. Patricia West made all the arrangements with MML and the local downtown business community to host this event.

After making all the arrangements she had me conduct the tour. I would like to thank Mayor Joe Thompson and Commissioner Whitney Malony for their participation in the walk. Also, would like to thank Commissioner Steve O'Driscoll for attending the follow-up meeting in Marquette on Friday morning as Patricia and I could not attend.

The City would like to remind residents that the annual clean up vouchers for the landfill will be available May 1st.

CITY COMMISSION & COMMITTEE REPORTS

None.

Item 6.

BOARDS & COMMISSIONS REPORTS

None.

CITY COMMISSIONER COMMENTS

Commissioner Akkala acknowledged the spring yard work being completed by community members.

Mayor Thompson encouraged residents to utilize the City clean-up vouchers.

CITY CLERK COMMENTS

None.

ADJOURNMENT

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 6:30 PM ET.



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY (RESCHEDULED FROM 03/17)

City Hall Chambers – 1100 Delta Avenue

March 24, 2026

8:15 AM

MINUTES

CALL TO ORDER

DDA Chairperson, Jay Bostwick, called the meeting to order at 8:20 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Jason Lippens
Jacob Taylor	Joe Thompson (Excused)
Jay Bostwick	Nathan Neumeier
Kyle Closs	
Robert LeDuc	
Parker Grzybowski	

Staff Present: Vicki Schroeder & Patricia West

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. Regular Meeting Minutes - February 17, 2026

Motion made by Closs, seconded by Taylor to approve the regular meeting meetings of February 17, 2026.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

FINANCIALS

3. DDA February Revenue & Expenditure Report

West provided an overview of the February Revenue & Expenditure Report, noting that the DDA is projected to add to its fund balance by the end of the fiscal year on March 31, 2026.

City Treasurer Vicki Schroeder also reported that, as part of closing out the fiscal year, funds will be transferred from investment accounts to cover cash asset balances.

4. City of Gladstone Investment Policy

Schroeder provided context on the City of Gladstone's existing investment policy.

5. PA 20 of 1943 | Investment of Surplus Funds of Political Subdivisions

Schroeder noted that Act 20 of 1943 provides statutory authority for municipalities to invest their funds.

CONFLICTS OF INTEREST

None.

Item 7.

ADDITIONS TO THE AGENDA

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

6. Additional North Shore Payment Discussion

West provided an overview of the potential impact an additional North Shore loan payment would have on the loan payoff date and total interest savings.

The board discussed what payment amount they would feel comfortable making.

Taylor noted that the current interest rate is low enough that continuing regular payments does not pose a significant financial burden to the DDA.

The DDA requested that Schroeder compile information on the average return on investments to help evaluate whether investing the funds would be more advantageous than making an additional loan payment.

Motion made by Closs, seconded by Becker to postpone this discussion until the April meeting, once we've had the return on investment information provided by Vicki Schroeder.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

7. Radio Results Network Proposal

Motion made by Closs, seconded by Grzybowski to decline the proposal from Radio Results Network.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

8. Letter of Support on Behalf of the DDA | Congressionally Directed Spending for North Shore

Motion made by Closs, seconded by LeDuc to approve the DDA Chairperson to sign the letter of support for the City of Gladstone's Congressional Directed Funding Requests for FY27.

Voting Yea: Becker, Taylor, Bostwick, LeDuc, Grzybowski

MOTION CARRIED.

CITY COMMENTS & REPORTS

9. Current City Employment Vacancies

West shared about current city employment opportunities available on our website.

10. Downtown Business Updates

West provided an update that several promising business developments are currently underway and noted that more details will be shared as these opportunities progress.

11. Farmers Market Updates

The 2026 Farmers Market vendor roster is full, comprised entirely of returning vendors and offseason outreach coordinated through the Downtown Ambassador. A waitlist has been established.

12. "The Depot" Grant Updates

West reported that the DDA has been awarded a Michigan Arts & Culture Council grant totaling \$31,860. Of that amount, \$21,900 is allocated for “The Depot,” with the remaining \$9,960 designated to support musicians for the Farmers Market, Downtown Day, Summer Concert Series, and Fourth of July celebrations.

Item 7.

13. Market Square Rental

West reported that she met with Downtown Ambassador Samantha Gaudino on March 23 for a work session focused on improving marketing of the Farmers Market Square. They are exploring categorizing rental opportunities for vendors, private events, public events, and nonprofit/informational uses. A more detailed proposal is expected to be presented to the DDA for review in advance of the City Commission’s June fee schedule adoption.

14. Sign Survey Feedback

West shared the results of the sign survey conducted in February. The Planning Commission continues to explore potential amendments to the Sign Ordinance, with particular focus on regulations related to LED signage.

15. Social District Annual Meeting

The annual meeting was held on Thursday, March 12. Mayor Joe Thompson, Ron Robinson, Patricia West, Jake Mills, and Tonya Adams were in attendance.

During the meeting, a proposal was discussed to expand social district hours to better align with Farmers Market operations. The DDA Chairperson requested that this item be placed on the April DDA agenda for further discussion.

The group also discussed the potential future conversion of 10th Street (from Minnesota Avenue to Superior Avenue) from an existing two-lane to a one-way street. The concept includes expanding sidewalk space near the Rialto Center and Dairy Flo to accommodate outdoor seating. This idea remains in an exploratory phase, with administration gathering input from department heads. No formal commitment to the project has been made.

BOARD COMMENTS & REPORTS

None.

ADJOURNMENT

Motion made by LeDuc, seconded by Grzybowski to adjourn at 9:24 AM.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MEETING ADJOURNED.



GLADSTONE PLANNING COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
April 07, 2026
5:15 PM

Item 8.

MINUTES

CALL TO ORDER

Commission Chair Haulotte called the meeting to order at 5:12 PM, prior to the scheduled start time due to a clock discrepancy.

ROLL CALL

PRESENT	ABSENT
Howard Haulotte	Nick Nastoff
John DeFiore	
Sam Hewitt	
Mike Kennedy	
Jason Leonard	
Jennifer Harding	

Staff Present: Barry Lund & Patricia West

APPROVAL AND/OR CORRECTIONS OF:

1. Planning Commission Regular Meeting Minutes - March 3, 2026

Motion made by Kennedy, seconded by DeFiore to approve the Planning Commission Regular Meeting Minutes of March 3, 2026.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Harding

MOTION CARRIED.

ADDITIONS TO AGENDA

The Commission approved a modification to the agenda, moving the Site Plan Review (New Business, Item 3) ahead of the Master Plan Annual Review of Complete Streets (Unfinished Business, Item 2) to accommodate the schedule of the applicant in attendance.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

NEW BUSINESS

2. Site Plan Review | Parcel: 052-618-001-70 (3801 Highway M-35)

Zoning Administrator, Patricia West, provided an overview of the staff report for the site plan review of 3801 Highway M-35 for North Bluff Storage. The property owner, Brad Hansen, was in attendance of the meeting.

Motion made by Hewitt, seconded by DeFiore to approve the site plan as submitted for the proposed development in the I-2 Industrial District, based on the findings of fact presented in the staff report, subject to the following conditions:

1. A fence shall be installed at such time that the property is utilized for open-air outdoor storage of trailers and recreational vehicles. A fence permit shall be obtained through the City of Gladstone prior to installation.
2. Site plan approval shall be valid for a period of up to five (5) years from the date of approval.
3. Any changes or modifications to the approved site plan shall be submitted to the Zoning Administrator for review and may require further consideration by the Planning Commission.
4. No recreational vehicles, trailers, or other stored units shall be used for habitation or occupancy on the property.
5. Any signage on the property shall comply with the City of Gladstone's sign ordinance and shall require appropriate permits prior to installation.

Voting Yea: Haulotte, DeFiore, Hewitt, Kennedy, Leonard, Harding

MOTION CARRIED.

UNFINISHED BUSINESS

3. Master Plan Annual Review | Complete Streets

West introduced Barry Lund, Superintendent of the Department of Public Works, to provide an overview of the Complete Streets section of the Master Plan. Key points included the following:

- The Department of Public Works does not currently maintain a formal Asset Management Plan, as mentioned in the implementation strategies.
- Sidewalks are brought into compliance with ADA standards in conjunction with roadwork and repaving projects; however, the City's authority to issue Special Assessments has slowed progress.
- Pedestrian accessibility standards have not yet been formally established.

No commission action was taken on this agenda item.

INFORMATION SHARING

In addition to the items below, West reported that the DDA and Parks & Recreation were awarded a \$31,000 grant from the Michigan Arts & Culture Council. Approximately \$21,000 of the funding is designated for The Depot project located at 701 Delta Avenue, with the remaining funds allocated for musical entertainment at the Farmers Market, Downtown Day, Fourth of July celebration, and the Summer Concert Series.

4. 2026-2027 Fiscal Year Budget

West reported that the FY 2026–2027 budget was approved by the City Commission and is available on the City of Gladstone's website. Staff are available to answer any questions related to the budget.

5. City Commission Public Hearing | Resolution to Vacate Birch Street

West reported that a Public Hearing is scheduled for Monday, April 13, 2026, to finalize the vacation of the second half of Birch Street.

6. Gladstone Business Changes & Updates

West shared several business updates, including the opening of Yooper Fitness, the relocation of Smart-Shed, a change in ownership of two downtown laundromats, and the addition of VIP Alliance Warehouse in the Industrial Park at the north entrance to downtown Gladstone.

7. Gladstone Farmers Market Update

West reported that vendor space for the Gladstone Farmers Market is currently full, and the DDA anticipates another successful season of increased downtown foot traffic and activity on Monday evenings. Item 8.

8. Local Economics Initiative Program through MML

West reported that the City of Gladstone has been invited to participate in an economic initiative program in partnership with the Michigan Municipal League (MML) and the Central U.P. Small Business Support Hub to better understand the current state of entrepreneurship and small business support in the region. The initiative will assess gaps in areas such as space, funding, and technical assistance. A site visit to Gladstone is scheduled for Wednesday, April 22, 2026, with findings to be shared with City staff to help identify areas for focus and growth.

9. March Dimensional Variance Request Update

West reported that a dimensional variance request related to sign variations was considered by the Zoning Board of Appeals (ZBA) in March and was ultimately denied. West also noted that the applicant reported being contacted by an individual impersonating City staff and incorrectly advised that attendance at the meeting was not required and that the application would be reviewed administratively. Staff are taking precautions to inform future applicants of this issue.

10. North Shore Development Updates

Staff reported that congressional directed funding requests were recently submitted to the offices of Senator Gary Peters and Senator Elissa Slotkin to support North Shore infrastructure improvements. The City partnered with Coleman Engineering on the proposal and anticipates receiving updates on the outcome in May 2026.

11. Winter Parking Restrictions Lifted (Effective April 1)

West reported that winter parking regulations were lifted effective April 1, 2026.

12. Zoning Administrator Certificate

West reported that she successfully completed the Zoning Administrator Certificate Program through Michigan State University Extension.

COMMISSIONER COMMENTS

Commissioner Leonard reported on his attendance at the most recent Delta County Planning Commission meeting, where data centers were a primary topic of discussion. He also noted that the Delta County Planning Commission continues to work through updates to its Master Plan.

ADJOURNMENT

The meeting adjourned at 5:58 PM ET.



Board:	City Commission
Agenda Date:	May 11, 2026
Department:	Wastewater
Presenter:	Rodney Schwartz

Staff Report

Agenda Item Title:

Professional Engineering Services for Industrial Park Lift Station Force Main Reroute Design.

Background:

In the City's Master Plan under mid-term priorities, we have listed relieving the load on the underpass lift station by moving the force main from the Industrial Park Lift Station to connect with Railway Ave. We have had issues in the past with high flows at the underpass lift station where the flows are too much for the pumps to handle. In these situations, we have hauled wastewater from the lift station to the plant using our tanker truck. This project is necessary for any future development on the bluff to increase capacity at the underpass lift station. We plan on updating the underpass lift station when the roundabout construction at the M-35/US2 & 41 intersection.

Fiscal Effect:

Total not to exceed \$20,000.00

Supporting Documentation:

Coleman Engineering Proposal, Map of Proposed Force Main

Recommendation:

To accept Coleman Engineering's proposal for professional services for the industrial park lift station force main reroute design not to exceed \$20,000.00.



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440

April 30, 2026

Mr. Rob Spreitzer, City Manager
City of Gladstone
1100 Delta Avenue
Gladstone, MI 49837
rspreitzer@gladstonemi.org

Re: Professional Engineering Services
Industrial Park Lift Station Force Main Reroute Design

Dear Mr. Spreitzer:

Coleman Engineering Company (CEC) appreciates the opportunity to submit our proposal for professional engineering services for the Industrial Park Lift Station's force main reroute design in the City of Gladstone (City).

It is our understanding that the City would like to complete design plans and permit submittal for the design of the force main relocation for the Industrial Park Lift Station. This phase will generally consist of the design of the force main from the Industrial Park Lift station to tie into a manhole north of Railway Drive and N 6th Street. The existing force main is 6-inch cast iron pipe; the basis of design for the force main will consider some growth for potential future development on the North Shore property.

CEC will undertake the following tasks to complete this project.

Design Phase:

- Meet with City representatives to finalize the project scope and delivery schedule.
- Prepare a plan set with sufficient detail to obtain permits and construct the proposed improvements.
- Prepare technical specifications and basis of design for the construction of the improvement.
- Prepare a cost estimate for the proposed improvements.
- Hold a design review meeting with City staff to discuss layout and proposed utility design.
- Apply for sanitary sewer construction permits.
- Apply for a Delta County soil erosion permit if deemed necessary.

Assumptions:

- Existing topographical survey and soil boring information performed for others can be used in this design.
- Bidding and construction phase services are not included as part of this proposal.
- City will obtain necessary easements to build new force main.

Fee:

CEC proposes to provide the above referenced professional engineering services on a time and materials basis for a total not-to-exceed fee of \$20,000.

Should you accept this proposal, please contact our office and a corresponding Work Order will be provided to you. Once again, we would like to thank the City of Gladstone for this opportunity.

Sincerely,
COLEMAN ENGINEERING COMPANY


Scott Nowack, P.E.
Project Manager

SN/mab



Proposed Force Main

Industrial Park Lift Station

Item 9.

Legend

-  Existing Force Main
-  Industrial Park LS
-  New Force Main



Board: City Commission

Agenda Date: May 11, 2026

Department: Recreation

Presenter: Wendy Taavola, Director

Staff Report

Agenda Item Title:

2026 YMCA Lifeguarding Proposal

Background:

The Northern Lights YMCA has been providing lifeguarding services at Gladstone Beach during the summer. This year's contract includes 37 days of service.

Fiscal Effect:

\$24,229.80 plus supplies

Supporting Documentation:

Proposal for Lifeguarding Services for the City of Gladstone

Recommendation:

The department budgeted \$25,000 for this contract and recommends approval of this agreement.

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 waterfront lifeguards to the city of Gladstone for the summer months of June, July, and August 2026. 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 lifeguards.
- Evaluate staff performance and develop improvement plans as needed.
- Provide all the payroll functions to guards, including vetting background checks and child abuse training.
- Provide Red Cross certified Waterfront Lifeguards for the beachfront location at VanCleve Park. This would be Wednesday, Thursday, Friday, Saturday, and Sundays during the timeframe of June 24th through August 10th, 2026. The hours will be from 11am-6pm (first hour is clean-up & set-up)
- Provide lifeguards from 11am-6pm on the 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 37 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, bandages, 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 chair.
- Provide advertising for new guards and refer to 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 and emergency communications (i.e. radios), AED, and BVM.
- Provide a total payment of \$24,229.80 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



Board:	City Commission
Agenda Date:	May 11, 2026
Department:	Recreation
Presenter:	Wendy Taavola, Director

0Staff Report

Agenda Item Title:

Establishment of a Land Based Mooring Field

Background:

This proposal aims to establish a summer land-based mooring field to benefit both the community and Gladstone Sail School. Objectives include providing convenient boat storage for community members and generating revenue for the Sail School by utilizing the south facing sandy beach in front of the Sail School Boathouse.

Objectives:

1. Convenient Boat Storage: Accommodate small boats for community members seeking easy access to water for recreational purposes.
2. Revenue Generation: Rent mooring slips to create a consistent revenue stream for the Sail School.

Fiscal Effect:

Set fee of \$200 per mooring site, five mooring sites for a potential total of \$1000.00.

Supporting Documentation:

Small Boat Land Based Mooring Proposal
Gladstone Sail School Beach Land Mooring Contract

Recommendation:

Based on the analysis of the proposal, and it is recommended by the department and the Recreation Advisory Board that the commissioners approve the establishment of the summer mooring field as outlined in this report immediately.

Small Boat Land Based Mooring Proposal

Proposal: Establishment of a Land Based Mooring Field for Community Members and Revenue Generation for Gladstone Sail School

Introduction: This proposal aims to address the needs of both the community members and the Gladstone Sail School by establishing a summer mooring field. The primary objectives are to provide convenient boat storage for community members with small boats and to generate a sustainable revenue stream for the Sail School. By utilizing the South Facing sandy beach in front of the Sail School, we can offer an accessible and secure location for boat storage, benefiting both parties involved.

Objectives:

1. **Provide Convenient Boat Storage:** Establish a summer mooring field to accommodate small boats such as sailing dinghies and small fishing boats for community members. These boats may be too small or unpowered to justify a marina slip but require easy access to the water for recreational purposes during the summer months.
2. **Generate Revenue for Sail School:** Rent out mooring slips to community members, thereby creating a consistent revenue stream for the Gladstone Sail School. The generated funds will contribute towards the maintenance costs of the school's facilities and the salaries of seasonal workers involved in teaching activities.

Proposal Details:

Location: The proposed mooring field will be situated on the South Facing sandy beach in front of the Sail School, away from the primary activities of the school which predominantly utilize the east-facing beach of “Mary’s Cove”.

Infrastructure: Five individual anchor points will be installed above the high-water mark, which individuals can use to secure their watercraft. This setup ensures minimal disruption to the beach and surrounding environment while providing a secure mooring solution.

Fee Structure: A set fee will be implemented for the use of the mooring field, which individuals must pay before utilizing the facility. The fee structure will be designed to be reasonable and competitive, considering factors such as boat size and duration of use.

Benefits:

Convenience: Community members will have access to a convenient and secure storage solution for their small boats, enhancing their recreational experiences on the water.

Revenue Generation: The establishment of the mooring field will create a sustainable revenue stream for the Gladstone Sail School, supporting its operational expenses and the salaries of seasonal workers.

Environmental Considerations: By situating the mooring field above the high-water mark, we minimize the environmental impact on the beach and surrounding ecosystem.

Conclusion:

The establishment of a summer mooring field presents a mutually beneficial opportunity for both the community members and the Gladstone Sail School. By providing convenient boat storage and generating revenue for the Sail School, this initiative contributes to the overall well-being and sustainability of the community. We look forward to your support in implementing this proposal.



GLADSTONE SAIL SCHOOL BEACH LAND MOORING

Assigned Slip # _____

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

Emergency Contact Phone: _____ Boat Name: _____

Boat Make: _____ Power ☐ NO ☐ DS Sail ☐ NO ☐ DS Year: _____

Beam: _____ feet Length: _____ feet (Including Platform)

Draft: _____ feet Registration No: _____

Insurance Company: _____

.....

WAIVER OF LIABILITY

In considering for the foregoing, I for myself, my executors, administrators, and assignees, do hereby release and discharge all sponsors, coordination groups, volunteers, and any individual associated with this contract for mooring of watercraft, from all claims of damages, demands, actions, and whatsoever in a manner arising or growing out of my lease with the City of Gladstone, Gladstone, Michigan.

I (we) the undersigned have read and understand the policy and procedures for the City of Gladstone and agree to abide by the policies and procedures and all other local and state laws, ordinances, rules and regulations.

Signature: _____ Date: _____

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837

City of Gladstone

2026 Seasonal Land Mooring Slip Information

Attached is the paperwork for your intent to rent a **land mooring space** for the 2026 boating season. A land mooring space has been assigned to you on the sail school beach and it is denoted on the top of the slip agreement. ***As a land mooring user, it is your responsibility to ensure your watercraft is secure to the shoreline to prevent damage to other boats. Anchoring points will be provided by the city.*** If you are **not** interested in land mooring your boat with the City of Gladstone this year, please contact the Recreation Department at the information below so the spot may be reassigned. There is a waiting list.

The rules, regulations and procedures are available on our website at www.gladstonemi.gov on the Parks and Recreation page. Please read before sending in your Seasonal Boat Slip Agreement.

The cost of your assigned land mooring slip for 2026 is \$200. These mooring slips are predominantly used for sailboats, kayaks, and paddle boats. Fishing boats must be under 15 feet, all boats must be able to be hand launched/retrieved from the beach.

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

Payment may be mailed to Gladstone City Hall or dropped off in person. Hours are 9am to 4pm Monday through Friday. Payments will not be taken over the phone.

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837



RETURN THIS PORTION WITH PAYMENT

With Dock Slip Agreement

Land Mooring Slip Agreement

Name:

Slip #

Balance Due: \$ 200.00

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837



Board: City Commission

Agenda Date: May 11, 2026

Department: Recreation

Presenter: Wendy Taavola, Director

Staff Report

Agenda Item Title:

Gladstone Bay Campground Policies and Procedures

Background:

While programming the new online Recreation Management site, there became a need to update the policies and procedures for the Gladstone Bay Campground. Major updates include modernizing the reservation procedure to payment in full at the time of reservation, the addition of a formal cancellation policy.

Fiscal Effect:

Unknown

Supporting Documentation:

Gladstone Bay Campground Policies and Procedures

Recommendation:

The Recreation Advisory Board and the department recommend adopting these updated policies and procedures for the campground.

Gladstone Bay Campground is operated under the jurisdiction of the Director of Parks and Recreation or designated representatives. The Parks and Recreation staff, as well as Gladstone Public Safety, will enforce these Policies and Regulations.

Reservations

- You must be 18 years old or older to make a reservation.
- The person making the reservation is the party responsible for the campsite.
- Subleasing a site is prohibited.
- **All reservations must be paid in full at the time of reservation.**

Form of Payment

- The following forms of payment are accepted: cash, personal check, cashier's check, money order or credit card (Visa, Mastercard, Discover and American Express).
- **A 3% service fee will be added to all credit card payments.**

Cancellation Policy:

- Cancellations made seven (7) days or less prior to check-in, the total amount paid is forfeited (non-refundable).
- Cancellations made eight (8) days or more prior to check-in, full refund minus the daily fee for that site.
- If a guest decides to leave early for any reason during their camping stay or if Administration deems it necessary to terminate the camping stay for any reason, there is no refund.

Check-in time: 1:00 PM EST

Check-out time: 12:00 PM EST

Quiet Hours: 11:00 PM to 6:00 AM EST

Safety

- The campground reserves the right to refuse service to anyone not adhering to these rules.
- Any threatening language or physical/verbal abuse towards fellow campers, staff, or city employees will not be tolerated
- Fireworks are prohibited from being used in the campground.
- No bicycles, skateboards, rollerblades, or scooters are to be ridden around or under breezeway of the restroom/shower facility.
- There is no lifeguard on duty at the campground. Swim at your own risk. Protective footwear is recommended. For lifeguard protected swimming, please visit Gladstone Beach during lifeguard's posted hours.

Campfires

- Fires are only permitted in the designated fire rings provided by the campground.
- Cans, glass, and other non-flammable debris are not permitted in fire rings.
- Disposing of food in fire rings is prohibited.
- Disposing of garbage in fire rings is prohibited.
- Fires must not be left unattended.
- Extinguish all fires before leaving.

Campsite Maintenance

- Campers are responsible for keeping the campsite clean.
- Garbage shall not be permitted to accumulate and should be properly disposed of each day. All garbage shall be properly enclosed in garbage bags and placed in the dumpster provided by the campground. Only dumping of waste generated on site is allowed.
- Campers are responsible for their belongings. The City of Gladstone is not responsible for missing valuables or damage to your personal property through malicious destruction by others or by acts of God.
- Splitters are illegal to use below vacuum breakers.
- All routine maintenance of the campsite will be done by the campground staff.

Parking

- Maximum of two (1) vehicles allowed per campsite. Additional parking for guests is available at the entrance to the park.
- Park campers on designated pad.

Grey/Black Water and Dump Station

- Campers must use the dump station or a tote. **ABSOLUTELY NO DUMPING OF GREY/BLACK WATER ON SITE OR SURROUNDING AREA. PENALTY WILL RESULT IN IMMEDIATE EVICTION FROM CAMPGROUND WITH NO REFUND.**

Pets

- Pets are welcome in the campground.
- Pets must be kept on a leash no longer than six (6) feet in length when walking through the campground or on a leash that contains the pet to the campsite of the owner. The pet must be under handler's immediate control at all times.
- Pets should not be left unattended.
- Pet owners shall immediately pick up all waste from their pet and ensure they do not disturb other campers.

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



Board:	City Commission
Agenda Date:	May 11, 2026
Department:	Recreation
Presenter:	Wendy Taavola, Director

Staff Report

Agenda Item Title:

Rental of the Sail School Boathouse

Background:

The Gladstone Sail School has proposed the rental of the newly built Boathouse to generate revenue for the program that will aid in maintenance of the boats and the building. The Sail School Boathouse is a great location and venue to rent for small parties with the potential to be a sustaining revenue source for the program.

It is the intent of the school and the department to keep tuition fees low so all community members can attend without the obstacle of cost.

Fiscal Effect:

Unknown

Supporting Documentation:

None.

Recommendation:

This proposal was presented to the Recreation Advisory Board at the May 5, 2026, meeting and given a fully supported recommendation to approve this facility rental. Fees recommended are as follows: \$150 rental fee and \$50 security deposit to be returned after a successful inspection of the facility following the rental. The department would like to begin taking reservations this summer.



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Patricia West

Item 14.

Staff Report

Agenda Item Title:

Façade Grant for Gladstone Eye Care

Background:

Gladstone Eye Care's façade grant was previously extended through March 31, 2026, due to contractor scheduling constraints and delays related to awnings being placed on backorder. Since that time, the contractor has completed installation of the new siding; however, the awnings have not yet arrived.

To allow for project completion upon delivery and installation of the awnings, the DDA is requesting an additional extension of the façade grant through the 2026–2027 fiscal year.

Fiscal Effect:

\$2500

Supporting Documentation:

None.

Recommendation:

Motion to approve an extension of the Gladstone Eye Care façade grant through the 2026-2027 fiscal year to allow for completion of the project, specifically the installation of awnings currently on backorder.



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Patricia West

Item 15.

Staff Report

Agenda Item Title:

Market Square Rental Policies

Background:

The DDA approved the enclosed policies to better utilize the Farmers Market Square during their April meeting. The policies establish a structured fee schedule for vendors, private parties, public events, and nonprofit organizations.

The policies also clarify when a Special Event Permit is required at the city level, define minimum rental timeframes, set expectations for maintenance and upkeep of the space, and outline how the Market Square integrates with the City's social district.

Adoption of this policy will funnel into the fee schedule in June, with an effective date of August 1, 2026.

Fiscal Effect:

None

Supporting Documentation:

[DRAFT] Market Square Rental Policies

Use of DDA-Owned Equipment & Supplies Policy

Recommendation:

Motion to adopt the Market Square Rental Policies as presented, with the understanding that associated fees will be incorporated into the City's annual fee schedule with an effective date of August 1, 2026.



MARKET SQUARE RENTAL POLICIES

Downtown Market Square

The downtown market square at 907 Delta Avenue is available to rent on select days from May - October for the following: vendors, private parties, non profits, and public events.

Reservation approval, including the use of DDA-owned equipment, is at the discretion of the Downtown Ambassador or DDA Director.

Specifications

Vendor(s): Any individual making a transaction for profit through the sale of tangible goods in a shared space.

Private Parties: A private party is an event that is attended through private invitation and/or registration. This includes birthday, graduation, retirement, baby shower, or company parties. It also includes private classes such as yoga, painting, and other forms of entertainment requiring registration.

Non-Profit Vendor: Any individual or organization attempting to provide services, information, or assistance in a shared space, allowing access to pergolas. Proof of non profit status must be submitted.

Public Parties: A public party is an event that is open to all members of the community and requires a special event permit and insurance. For example, musical events or family events.

Rates		Inventory	Minimum Rental
Vendor (s)	\$10/4 hours	Not Included	4 hours
Private Party	\$30/hour	Up to 6 tables, 36 chairs	2 hours
Public Party	\$30/hour	Up to 6 tables, 36 chairs	2 hours
Non Profit	Waived	Not Included	4 hours

Discounts

The first hour rental fee may be waived with a minimum catering purchase of \$30 from a downtown restaurant. To receive this waiver, a receipt must be submitted to the Downtown Ambassador within 48 hours following the event, in which a reimbursement will be processed.

Payment & Cancellations

Payment is due no later than 48 hours before your reserved date. Failure to complete payment by this time will result in the forfeiture of your reservation. Cancellations must be made no later than 48 hours before your reserved date, except in the event of inclement weather. Cancellations occurring after this time may result in forfeiture of all fees paid.

Decorations

All decorations or signage attached to DDA structures, including tables, chairs, tents, or pergolas, must be attached using only DDA approved supplies which includes the following: scotch tape, push pins, fishing line, and bungee cords.

Set Up

The renter is responsible for all portions of set up. If your reservation includes the use of tables or chairs, they will be available 30 minutes before your reserved time and will require to be set up. Renters are responsible for ensuring they have reserved an adequate amount of time to complete their desired set up.

Clean Up

The renter is responsible for leaving the market square as it was upon arrival. Please ensure all trash, debris, decor, and personal belongings are not left behind. If tables and chairs were included, renters are responsible for folding these back down and leaving them where they found them. Renters are responsible for ensuring all materials used such as tape, push pins, or strings are adequately removed from DDA structures. Parties are additionally responsible for emptying the trash bin and discarding the bag in the city bin located in the alleyway behind the market square.

Alcohol

Guests are welcome to utilize the social district at the market square by purchasing from a participating downtown business in social district approved cups only. Renters are not allowed to bring or provide alcohol without obtaining the proper insurance and special event permit approval. If you need assistance with this, please contact the downtown ambassador.

Amenities

Limited access to electricity is available between the band stage and pergolas. Rear parking is available at the back of the market square. A port - a - John is available for use. In the event of inclement weather, 2 (10 X 20) canopies may be requested for use pending staff availability.

By renting the City of Gladstone Downtown Market Square, you are agreeing to abide by the policies outlined. Failure to comply may result in the forfeiture of your reservation, fees paid, and/or termination of your ability to rent in the future.



USE OF DDA-OWNED EQUIPMENT & SUPPLIES POLICY

Purpose:

The DDA maintains an inventory of equipment and supplies (including canopies, tables, and chairs) to support the operations of the Gladstone Farmers Market. This policy establishes guidelines for the use of these materials for purposes beyond Farmers Market activities.

Policy:

1. **Primary Use:** DDA-owned inventory is intended primarily for the Farmers Market. Use of these materials for other purposes is not guaranteed.
2. **DDA Use:** The DDA reserves the right to use its equipment and supplies for any activities or events sponsored or organized by the DDA, regardless of the inventory's primary use for the Farmers Market.
3. **Lending of Supplies:** The DDA may lend its equipment and supplies for non-Farmers Market events or purposes, subject to DDA Board approval.
4. **Exceptions:** Any exception to the primary use of DDA inventory must be reviewed and approved by the DDA Board. Staff does not have the authority to grant exceptions, except in the case of City of Gladstone sponsored events.
5. **In-Kind Sponsorships:** The DDA may choose to lend equipment as part of an in-kind sponsorship for a community event. These decisions are made on a case-by-case basis at the discretion of the DDA Board.
6. **Responsibility:** Organizations borrowing DDA-owned supplies must comply with all conditions established by the DDA, including care, setup, return requirements, and timelines. Any items damaged during use must be repaired or replaced at the expense of the borrowing organization. Borrowed items must be returned to the DDA within 24 hours unless an exception has been granted.
7. **Limitations:** The DDA reserves the right to deny requests if fulfilling them would compromise Farmers Market operations, exceed staff capacity, or deplete inventory.

A handwritten signature in dark ink, appearing to read "Jay Botnick", is written over a horizontal line.

DDA Chairperson

January 12, 2026

Date of Adoption



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Rob Spreitzer

Item 16.

Staff Report

Agenda Item Title:

Special Event Permit | Saunders Point Bi-Monthly Outdoor Live Music

Background:

Saunders Point Brewing has submitted a request seeking approval to temporarily utilize select public parking spaces adjacent to the east side of the brewery along the west side of 10th Street for the purpose of hosting outdoor live music events during the summer season. The request is proposed as a pilot program occurring on the first and third Wednesdays of each month from June through September during evening hours. The events are intended to support continued activation within the Downtown Social District by encouraging pedestrian activity, community gathering opportunities, and increased visitation to surrounding downtown businesses.

Following internal review and discussion among department heads, staff recommended that any approved event configuration include closure of the full street segment from Delta Avenue to the adjacent alley during event hours, rather than limiting barricades to individual parking spaces. This recommendation aligns with prior City Commission direction regarding downtown street activation events and addresses public safety and liability concerns related to pedestrian congregation adjacent to active traffic lanes. Public Works staff indicated support for placement of barricades should the Commission choose to authorize the pilot program. A copy of the applicant's full request correspondence is attached for Commission review and consideration.

Fiscal Effect:

~\$600-\$800 in DPW Labor for Barricade Placement

Supporting Documentation:

Email | Formal Request: Recurring Partial Street Use for Outdoor Live Music (Pilot Program)

Recommendation:

Motion to approve the request submitted by Saunders Point Brewing for a summer pilot program permitting temporary closure of the 10th Street segment from Delta Avenue to the adjacent alley on the first and third Wednesdays of each month, June through September 2026, during approved event hours for outdoor live music events, contingent upon coordination with City staff regarding barricades and verification of the establishment's current insurance coverage.



Outlook

Fwd: Partial Street Use request

From Kim Berry <KBerry@gladstonemi.gov>
Date Fri 5/1/2026 12:51 PM
To Patricia West <pwest@gladstonemi.gov>

Sent from my iPhone

Begin forwarded message:

From: saunderspointbrewing@yahoo.com
Date: May 1, 2026 at 9:33:56 AM EDT
To: Kim Berry <KBerry@gladstonemi.gov>
Subject: Partial Street Use request

Formal Request: Recurring Partial Street Use for Outdoor Live Music (Pilot Program)

To: City of Gladstone
From: Saunders Point Brewing
Contact: Jake Mills
Phone: 906-280-0518
Email: saunderspointbrewing@yahoo.com

Saunders Point Brewing respectfully submits this request for approval to utilize a limited number of public parking spaces adjacent to our building on the east side of the brewery, located along the **west side of 10th Street**, for the purpose of hosting outdoor live music events.

We are proposing this as a **summer pilot program**, with a recurring schedule of **live music on the first and third Wednesdays of each month, June through September**, during evening hours.

Scope of Request

- Closure of select parking spaces adjacent to the east side of the brewery along the **west side of 10th Street**
- Use of the space for small-scale outdoor live music performances
- **No full street closure requested—traffic flow will remain unaffected**
- Events will take place during consistent, predictable evening hours (anticipated 6:00 PM – 9:00 PM)

Purpose & Community Impact

The goal of this request is to continue building a vibrant and welcoming downtown atmosphere while supporting surrounding businesses.

As part of the Downtown Social District, these events naturally encourage foot traffic and cross-patronage. Guests attending outdoor music frequently visit multiple nearby establishments, purchasing food and beverages from neighboring businesses and enjoying them within the designated social district area.

This creates a shared economic benefit, not just for Saunders Point Brewing, but for the broader downtown business community.

Operational Need & Accessibility Considerations

Due to the **limited available space for outdoor seating adjacent to the brewery**, this request is necessary to create a safe and functional area for patrons to gather during these events.

Additionally, Saunders Point Brewing is committed to maintaining **ADA-compliant access along sidewalks and entry points**. Utilizing adjacent parking spaces allows us to expand outward in a controlled manner rather than overcrowding pedestrian pathways, ensuring safe, accessible movement for all guests.

Event Management & Considerations

- Events will remain open to the public and family-friendly
- No generators or cooking equipment will be used
- Sound levels will be managed responsibly and limited to reasonable evening hours
- The brewery has adequate restroom facilities available for patrons
- Trash will be managed using existing Social District receptacles and brewery staff oversight
- We will coordinate with the City for any required barricades or safety measures
- Proof of insurance will be provided upon request

Closing

Saunders Point Brewing has consistently aimed to serve as a community gathering space, and this request is an extension of that effort. By activating a small portion of space in a controlled and repeatable way, we believe this pilot program can enhance the downtown experience, support local businesses, and provide a consistent, positive community event throughout the summer months.

We appreciate your consideration and are happy to discuss any details or adjustments needed to move this forward.

Sincerely,

Jake Mills

Saunders Point Brewing



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Rob Spreitzer

Item 17.

Staff Report

Agenda Item Title:

Special Event Permit | Saunders Point Brewing "The Long Haul" Event

Background:

Saunders Point Brewing has submitted a request for the temporary closure of parking spaces along the west side of 10th Street adjacent to the brewery on Saturday, June 20, 2026, in conjunction with its Summer Solstice event, "The Long Haul." The requested closure would occur from approximately 11:00 AM to 11:59 PM to accommodate outdoor seating and patron gathering space during anticipated increased downtown activity.

The applicant stated the request is intended to support pedestrian safety, ADA accessibility, and downtown activity within the Social District. Consistent with staff recommendations related to previous event requests, staff recommend closure of the full street segment from Delta Avenue to the adjacent alley to address pedestrian safety and traffic flow concerns. Staff have discussed coordination needs related to barricades and traffic flow. A copy of the request correspondence is attached for Commission review and consideration.

Fiscal Effect:

~\$75-\$100 in DPW Labor for Barricade Placement

Supporting Documentation:

Special Event Permit | The Long Haul Event

Recommendation:

Motion to approve the special event permit request submitted by Saunders Point Brewing for the temporary closure of the 10th Street segment from Delta Avenue to the adjacent alley on Saturday, June 20, 2026, from approximately 11:00 AM to 11:59 PM in conjunction with "The Long Haul" Summer Solstice event.

► SUBMISSION INFORMATION

Name of Event Sponsor	Saunders Point Brewing LLC
Business	Saunders Point Brewing LLC
Non Profit ID #	NA
Address	1000 Delta Ave Gladstone, MI 49837 Gladstone, Michigan. 49837
Name	Jake Mills
Telephone	<u>9062800518</u>
Email	<u>saunderspointbrewing@yahoo.com</u>
Event Name	The Long Haul Summer Solstice Party
Event Date & Time	Sat, 06/20/2026 - 11:00
Event Location	1000 Delta Avenue
Will this event take place in the DDA district?	Yes
Is this event open to the public?	Yes
Will the event require a street closure?	No

Please provide a description of the event.

Dear [City Manager / DPW / Commission],

On behalf of Saunders Point Brewing, I am submitting a request for a temporary closure of the parking spaces located on the west side of 10th Street adjacent to the brewery on Saturday, June 20th, 2026, in conjunction with our Summer Solstice event, The Long Haul.

We are requesting that these spaces be closed from approximately 11:00 AM to 11:59 PM to allow for safe outdoor use of the area for guests.

This request is being made with a focus on public safety, accessibility, and downtown economic activity. The additional space would allow us to:

- Maintain clear pedestrian flow and ADA-compliant walkways
- Provide safe overflow space for patrons during a high-traffic event
- Reduce congestion inside the building by utilizing outdoor space effectively

Additionally, this request aligns with similar seasonal activity in the immediate area, including Dairy Flo's Summer Solstice event, and presents an opportunity to create a cohesive, walkable downtown experience. Given that this area operates within the Social District, guests are encouraged to visit multiple local businesses, supporting broader economic activity throughout the district.

Our goal is to create a safe, well-managed environment that benefits not only our business, but also neighboring establishments and the downtown community as a whole.

Event Details:

- Event Name: The Long Haul: Summer Solstice Party
- Date: Saturday, June 20, 2026
- Time: 12:00 PM – 12:00 AM
- Attendance: Estimated high volume throughout the day due to coordinated downtown activity
- Outdoor Setup: Tables/seating within closed parking area
- No generators or cooking equipment will be used

We are happy to coordinate with the City of Gladstone, including DPW and Public Safety, to ensure all requirements are met, including barricades, traffic considerations, and any additional permits or insurance documentation.

Thank you for your time and consideration. We appreciate the continued support in helping activate and grow our downtown community.

Sincerely,
Jake Mills
Saunders Point Brewing
906-280-0518

How many participants are you anticipating?	125
Event Set-Up Date & Time	Sat, 06/20/2026 - 11:00
Event Clean-Up Date & Time	Sun, 06/21/2026 - 00:05
Do you have any special requests for this event?	
If you have prepared a flyer or advertisement, please attach it.	
Please attach proof of your liability insurance.	 Renewal.pdf

Download PDF



Board: City Commission
Agenda Date: May 11, 2026
Presenter: Rob Spreitzer

Item 18.

Staff Report

Agenda Item Title:

Special Event Permit | Chafed & Confused 5k/10k

Background:

Saunders Point Brewing has submitted a request to host a community 5K/10K race event benefiting the Gladstone Girls Volleyball program, along with an associated post-race outdoor gathering and live music event. The request includes temporary closure of 10th Street between Saunders Point Brewing and Dairy Flo from 9:00 a.m. to 10:00 p.m. and traffic assistance at several race crossing locations. Event organizers indicated participation will be capped at 250 runners, with race proceeds supporting the school athletic program and volunteers assisting with race operations and water stations along the course.

Staff reviewed the request with Public Safety, Parks & Recreation and Public Works. Public Safety advised that staffing levels will not allow guaranteed traffic control coverage at the requested intersections; however, one officer may be available during the event provided no emergency calls arise. Staff noted that similar community races typically provide their own crossing guards or volunteer traffic control personnel. Staff also noted that the annual Knights of Columbus fishing contest at Van Cleve Park is scheduled for the same date as part of the City's recurring special event approvals. Staff believe both events can operate simultaneously but wanted both parties made aware of the overlapping activities and anticipated increased traffic in the area. A copy of the applicant's application is attached for Commission review and consideration.

Fiscal Effect:

~\$200 in DPW Labor

Supporting Documentation:

Special Event Permit | Chafed & Confused

Recommendation:

Motion to approve the request submitted by Saunders Point Brewing for the temporary closure of 10th Street between Saunders Point Brewing and Dairy Flo from 9:00 a.m. to 10:00 p.m. in conjunction with the proposed community 5K/10K race event and post-race activities, contingent upon coordination with City staff regarding barricades, traffic control measures, and verification of the establishment's current insurance coverage, with the understanding that Public Safety staffing assistance at requested intersections cannot be guaranteed.

► SUBMISSION INFORMATION

Name of Event Sponsor	Saunders Point Brewing
Business	Saunders Point Brewing
Non Profit ID #	NA
Address	1000 Delta Ave GLADSTONE, Michigan. 49837
Name	Jake Mills
Telephone	9062800518
Email	saunderspointbrewing@yahoo.com
Event Name	Chafed and Confused 5k/10k
Event Date & Time	Sat, 08/15/2026 - 10:00
Event Location	1000 Delta Ave
Will this event take place in the DDA district?	Yes
Is this event open to the public?	Yes
Will the event require a street closure?	Yes
Please provide a description of what barricade needs you are requesting for the street closures.	1. Closure of 10th Street between Saunders Point Brewing and Dairy Flo from 9:00 a.m. to 10:00 p.m. 2. Assistance from Public Safety at the intersection of 9th Street and Superior Avenue at the 10:00 a.m. race start for approximately 15 minutes to safely manage the crossing during the start of the race 3. Assistance at the intersection of 11th Street and Lakeshore Drive, ideally in the form of a crossing guard or similar traffic support, to help ensure safe runner passage 4. Assistance at the intersection of 10th Street and Delta, ideally in the form of a crossing guard or similar traffic support, to help ensure safe runner passage 5. Temporary blocking of the parking spaces on the west side of 10th Street along the final portion of the race route so runners have a protected path to the finish line
Will the street closure be utilizing the Social District Event Commons Area?	Yes
Please provide a description of the event.	Saunders Point Brewing is planning a community race event consisting of a 5K and 10K, with proceeds benefiting the Gladstone Girls Volleyball program. The purpose of the event is to create a fun, family-friendly community fundraiser that encourages recreation, supports local youth athletics, and brings participants and visitors into the downtown and waterfront area. The Gladstone Girls Volleyball program will participate as event volunteers, including staffing six water stations positioned along the race route. We also plan to have a designated pacer to help guide participants along the course and support the overall flow of the event. The 10K portion of the course will include a dedicated water station located on the bike and walking path adjacent to the highway, known as the Little Bay de Noc Trail. Participation will be capped at 250 runners. There will be no age restriction for participation. We are also coordinating with Dairy Flo to provide a post-race treat for participants under the age of 21 in the form of a gift certificate. Participants age 21 and older will receive an item from Saunders Point Brewing following the race. Following the race, we would like to host an outdoor post-race celebration within the street closure area. This portion of the event will be open to the public and will include live outdoor music from 2:00 p.m. to 8:00 p.m. Race Route Description The race will begin at the intersection of 9th Street and Superior Avenue and proceed east toward Saunders Point and the campground area. Participants will continue through the campground, following the roadway to Minneapolis Avenue, and then continue along Lakeshore Drive toward 11th Street. For the 5K route, participants will cross Lakeshore Drive at 11th Street and proceed north on 11th Street. From there, runners will head east on Minneapolis Avenue to 10th Street, then continue north using the parking lane on the west side of 10th Street. The race will finish at the intersection of 10th Street and Delta Avenue. For the 10K route, participants will follow the same initial route to the intersection of 11th Street and Lakeshore Drive. At that point, 10K runners will continue farther along Lakeshore Drive and then use the bike and walking path adjacent to the highway, known as the Little Bay de Noc Trail. A dedicated water station will be located along this portion of the route before runners return to the intersection of 11th Street and Lakeshore Drive. From there, they will cross Lakeshore Drive, proceed north on 11th Street, continue east on Minneapolis Avenue to 10th Street, and then head north in the parking lane on the west side of 10th Street to the finish line at 10th Street and Delta Avenue. Requested City Assistance To safely host the event, we are requesting the following assistance and accommodations from the City of Gladstone: Closure of 10th Street between Saunders Point Brewing and Dairy Flo from 9:00 a.m. to 10:00 p.m. Assistance from Public Safety at the intersection of 9th Street and Superior Avenue at the 10:00 a.m. race start for approximately 15 minutes to safely manage the crossing during the start of the race Assistance at the intersection of 11th Street and Lakeshore Drive, ideally in the form of a crossing guard or similar traffic support, to help ensure safe runner passage Temporary blocking of the parking spaces on the west side of 10th Street along the final portion of the race route so runners have a protected path to the finish line Community Benefit We believe this event will provide a meaningful fundraising opportunity for a local school program while creating a safe and engaging community event for participants, spectators, and the public. In addition to raising funds for Gladstone Girls Volleyball, the event is intended to bring activity into the area, highlight the waterfront and downtown, and create a positive atmosphere for residents and visitors alike.
How many participants are you anticipating?	250
Event Set-Up Date & Time	Sat, 08/15/2026 - 08:30
Event Clean-Up Date & Time	Sat, 08/15/2026 - 21:00
Do you have any special requests for this event?	
If you have prepared a flyer or advertisement, please attach it.	
Please attach proof of your liability insurance.	 Renewal.pdf

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Board: City Commission

Agenda Date: May 11, 2026

Presenter: Rob Spreitzer

Item 19.

Staff Report

Agenda Item Title:

Special Event Permit | Delta Conservation District 75th Anniversary

Background:

The Delta Conservation District has submitted a request to host its 75th Anniversary Celebration on **August 26, 2026**, in collaboration with Saunders Point Brewing. The public community event will include educational and vendor booths, live music, and activities recognizing the organization's service to Delta County. The applicant is requesting temporary closure of North 10th Street from the north side of Delta Avenue to the adjacent alley from approximately 1:00 PM to 8:00 PM to accommodate canopies, booths, entertainment space, and pedestrian access. Event activities are scheduled from 3:00 PM to 7:00 PM, with estimated attendance of approximately 250 people.

The event is proposed within the Downtown Social District, with beverages limited to those purchased from licensed Social District establishments. The applicant indicated no generators or cooking equipment will be utilized, restroom access will be available through Saunders Point Brewing, and existing Social District trash receptacles will be used. Staff has discussed coordination needs related to barricades and street closure logistics with the applicant. A copy of the application request is attached for Commission review and consideration.

Fiscal Effect:

~\$75-\$100 in DPW Labor for Barricade Placement

Supporting Documentation:

Special Event Permit | Delta Conservation District 75th Anniversary

Recommendation:

Motion to approve the request submitted by Saunders Point Brewing for the temporary closure of North 10th Street from the north side of Delta Avenue to the adjacent alley on August 26, 2026, from approximately 1:00 PM to 8:00 PM in conjunction with the Delta Conservation District's 75th Anniversary Celebration, contingent upon coordination with City staff regarding barricade placement.

► SUBMISSION INFORMATION

Name of Event Sponsor	Saunders Point Brewing
Business	Saunders Point Brewing
Non Profit ID #	NA
Address	1000 Delta Ave GLADSTONE, Michigan. 49837
Name	Jake Mills
Telephone	<u>9062800518</u>
Email	<u>saunderspointbrewing@yahoo.com</u>
Event Name	Delta Conservation District 75th Anniversary
Event Date & Time	Wed, 08/26/2026 - 15:00
Event Location	1000 Delta Ave
Will this event take place in the DDA district?	Yes
Is this event open to the public?	Yes
Will the event require a street closure?	Yes
Please provide a description of what barricade needs you are requesting for the street closures.	We will need the road closed on 10th Street from Delta Avenue to the Alley north of the brewery.
Will the street closure be utilizing the Social District Event Commons Area?	Yes
Please provide a description of the event.	The Delta Conservation District is hosting its 75th Anniversary Celebration to recognize 75 years of service to the Delta County community. This is a public community event and is not a private event. The event will bring together conservation partners, educators, local vendors, and community members for an afternoon celebration featuring educational and vendor booths. Saunders Point Brewing is collaborating in hosting the event. Live music is planned from 3:00 PM to 6:00 PM, with the artist to be determined, and no amplified sound or amps will be used. A temporary closure of North 10th Street, from the north side of Delta Avenue to the alley, is requested to provide adequate space for canopies, booths, live entertainment, and safe pedestrian access. Estimated attendance is approximately 250 people, although actual turnout may vary due to foot traffic and walk-up attendance. The event is located within the Social District, and beverages will be permitted only if purchased from a licensed establishment within the district. No generators or cooking equipment will be used. Restroom access will be available through Saunders Point Brewing, trash receptacles are available within the Social District, and barricades from DPW will be needed for the street closure. The original event request letter states the celebration is planned for August 26 from 3:00 PM to 7:00 PM with closure requested from 1:00 PM to 8:00 PM.
How many participants are you anticipating?	300
Event Set-Up Date & Time	Wed, 08/26/2026 - 13:00
Event Clean-Up Date & Time	Sat, 08/15/2026 - 20:00
Do you have any special requests for this event?	
If you have prepared a flyer or advertisement, please attach it.	
Please attach proof of your liability insurance.	 <u>Renewal.pdf</u>

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