



GLADSTONE PARKS & RECREATION ADVISORY BOARD

Parks & Recreation Office - 901 Montana Avenue

October 01, 2024

6:30 PM

Pursuant to Ordinance No. 486, notice is hereby given to the members of the City of Gladstone Parks and Recreation Advisory Board and to the general public that a Parks & Recreation Advisory Board will be held on Tuesday, October 01, 2024 at 6:30 PM at Parks & Recreation Office - 901 Montana Avenue.

AGENDA

MEETING CALL TO ORDER

ROLL CALL

CALL TO THE PUBLIC

APPROVAL OF MINUTES

1. Parks & Recreation Regular Meeting Minutes of 08-13-2024

OLD BUSINESS

2. Proposed Native American Statue Enclosure Project

NEW BUSINESS

3. Parks & Recreation Advisory Board Meeting Proposed Bylaws
4. Harbor Policy Review
5. Volunteer First Aid Lead - Don Poe

BOARD MEMBER COMMENTS

APPROVAL OF MINUTES

ADJOURNMENT

GLADSTONE GLADSTONE PARKS & RECREATION ADVISORY BOARD



Parks & Recreation Office – 901 Montana Avenue
August 13, 2024
6:30

MINUTES

CALL TO ORDER

Gary Stevenson called the meeting to order at 6:30pm. Wendy Taavola called roll.

ROLL CALL

PRESENT

Anne Pfothenauer
Bob Bosk
Cathy Sjoquist
Gary Stevenson
Jay Bostwick

ABSENT

Jeremy Cook

STAFF PRESENT

Eric Buckman, City Manager
Wendy Taavola, Parks &
Recreation Director
Troy Drebenstedt, Park Staff
Renee Barron, Community
Development & Zoning Director
Patricia West, DDA Director

PUBLIC COMMENT

Patricia West from the DDA spoke about the Parks & Recreation Concierge crew, Nathan Dale and Kiera Donovan, that works each Monday for the Farmer's Market set up and take down. She stated that they do a great job. She also stated that she will be requesting a \$2,000 budget increase for materials and supplies used for beautification.

APPROVAL OF MINUTES

Motion made to approve minutes of the May 7, 2024, meeting by Bostwick, Seconded by Sjoquist.

Voting Yea: ALL

MOTION CARRIED

UNFINISHED BUSINESS

City Manager Buckman gave an update on the security cameras at the harbor. They have all been installed and are up and running. The cameras are for security and are monitored at city hall. The board requested information on a camera that can be viewed by the public.

NEW BUSINESS

The board welcomed the new Parks & Recreation Director, Wendy Taavola.

The board recommends appointment of Mr. Roger Aho as the seventh Recreation Advisory Board member to the City Commission. Mr. Aho's term expiration would be January 1, 2026.

Motion made by Stevenson, Seconded by Sjoquist.

Voting Yea: ALL

MOTION CARRIED

A letter from the city attorney to the property owners of the Jame T. Jones property was read by City Manager Buckman. A video was played with an example of updates that can be made here. The board recommends to the City Commission to proceed with sending a letter to the property owners regarding the first amendment to the lease agreement or possibly gifting to the City.

Motion made by Pfothenauer, Seconded by Bostwick.

Voting Yea: ALL

MOTION CARRIED

PARKS & RECREATION DIRECTOR REPORT

Troy Drebenstedt gave an update on this year's Sail School, highlighting the increase in participants to over 50 students. He stated there were students of ages ranging from 6 - 79, 43 kids and 8 adults. The school welcomed two guest speakers during the two-week program.

Mr. Drebenstedt also updated the board on the progress of the Pram Shack project. He noted interest from the Escanaba Yacht Club in the sail school and their offer of doing a fundraiser for the project. A rough estimate of fundraising is approximate \$22,000 raise of the \$25,000 goal. John DeFiore has also donated windows, doors and a garage door to the project. A copy of the project plans was circulated in the meeting. The building is on schedule to be constructed this fall. The board discussed creating a connection between Gladstone and Escanaba and bringing back sail races.

BOARD MEMBER COMMENTS

Bob Bosk: initiated discussions on the following topics during the meeting:

1. **Beach:** Bosk inquired about the length of the contract for the YMCA lifeguards at the beach. He also raised a concern about the bathrooms in the beach house being closed.
2. **Harbor:** Bosk raised a query regarding the rules for the harbor boat slip rentals. Bosk requested to add a policy review to the next meeting. He also has a concern about the harbormaster's office hours.
3. **Memorials in the Park:** Bosk would like to see more options available for memorial benches in the park.
4. **Bay de Noc Shared Use Path:** Bosk raise a question regarding the maintenance of the weeds along the path. The board discussed funding of the maintenance.
5. **Pump Track:** Bosk updated the board on the completion of the Pump Track at the Sports Park. Additionally, he introduced Mike Nohemy of the Delta County Non-Motorized Group who talked about the possible expansion of the bike park. The board requested a conceptual plan to be submitted.

Cathy Sjoquist: Sjoquist presented several items for the board's consideration during the meeting:

1. **Lakeshore Drive Sculpture:** Sjoquist commented on a need to upgrade or remove the freshwater coral sculpture on Lakeshore Drive.
2. **Beach:** Sjoquist expressed a need to review the duties of the lifeguards for next year's contract.
3. **Harbor:** Sjoquist informed the board that there are private signs on the harbor docks and that no private signs should be enforced. Additionally, Sjoquist stated that the harbor needs new "no wake" signs.

4. **Memorials:** Sjoquist suggested to create an "adopt a garden" memorial program.
5. **Highway Fence:** Sjoquist spoke to MDOT regarding maintenance/ownership of the fence along the highway.
6. **Events:** Sjoquist raised interest in bringing back the sandcastle contest, fishing derby and watermelon feed.
7. **Pump Track:** Sjoquist inquired about publicity for the new pump track.

Ann Pfothenaur: Pfothenaur raised a query about updates on the Golf Course, City Manager Buckman stated that there are several parties interested in purchasing the property.

Jay Bostwick: Bostwick initiated discussions on several topics:

1. **Pickleball Court:** Bostwick requested an update on the new court project at the Sports Park. Director Taavola gave an update.
2. **Native American Statues:** Bostwick requested an update on the plan for a roof over the statues in the park. City Manager Buckman stated that the project is waiting on funding and that the structure should go through the Planning Commission process.
3. **Campground:** Bostwick inquired about problems at the campground. Director Taavola spoke about the homeless issue.
4. **Snack Shack:** Bostwick raise a query regarding who runs the concessions at the Sports Park. Director Taavola informed the board that the Parks and Recreation Department employees run the concessions.
5. **Ski Chalet:** Bostwick requested a microwave for the kitchen at the chalet.

Gary Stevenson: Stevenson expressed interest in several topics for discussion:

1. **4th of July Celebration:** Stevenson inquired about issues during the event. Director Taavola talked about the event and says it went smooth and was a learning experience being her first year.
2. **Ski Hill Equipment:** He inquired about the equipment at the ski hill and if it was ready for the season. Troy Drebenstedt talked on the equipment being serviced by the DPW mechanic.
3. **Ski Chalet:** Stevenson also raised concern about the deck at the ski chalet and if the rental rate has been decreased due to the deck being unusable. The board was updated on the deck replacement project.
4. **10th Street Hanging Baskets:** Stevenson requested to re-visit replacing the hanging baskets with banners. Director Taavola spoke of placemaking and the DDA hiring Orange Cat Media to design a new city logo.
5. **Welcome to Gladstone Signs:** Stevenson expressed interest in moving the welcome signs closer to the town entrances.

Wendy Taavola: Director Taavola introduced by-laws to the board members and requested they be discussed at the next meeting.

ADJOURNMENT

There being no further business before the board, Bob Bosk motioned; Anne Pfothenaur seconded to adjourned meeting at 8:47 pm.



Recreation Advisory Board

CITY OF GLADSTONE
1100 Delta Ave
Gladstone, MI 49837

Item 2.

Staff Report

Agenda Date: 09-03-2024

Department: Parks and Recreation

Presenter: Wendy Taavola

AGENDA ITEM TITLE: Proposed Native American Statue Enclosure Project

BACKGROUND: Early this summer the Native American statues in Van Cleve Park were repaired and repainted. There is an additional plan to enclose the statues as to better protect them from the elements. The group who has spearheaded this project has raised funds for the enclosure.

This proposed project must go through the Planning Commission process and three (3) estimates must be obtained from licensed contractors prior to construction.

FISCAL EFFECT: Unknown

SUPPORTING DOCUMENTATION: The department has not been given the plans for the proposed enclosure.

RECOMMENDATION: A review of the proposed plans by the board should be conducted and a motion to submit to the Planning Commission for review and approval.



Recreation Advisory Board

CITY OF GLADSTONE
1100 Delta Ave
Gladstone, MI 49837

Item 3.

Staff Report

Agenda Date: 09-03-2024

Department: Parks and Recreation

Presenter: Wendy Taavola

AGENDA ITEM TITLE: Parks & Recreation Advisory Board Meeting Proposed Bylaws

BACKGROUND: The city ordinance for the Parks & Recreation Advisory Board Meeting is as follows:

Sec. 38-37. - Meetings.

The parks and recreation commission shall elect one of its members as chairman and such other officers as the members deem necessary. The parks and recreation commission shall adopt bylaws for the orderly conduct of its meetings, which shall be held on a monthly basis or as often as may be deemed necessary by the chairman. A copy of the minutes of all parks and recreation commission meetings shall be filed with the city clerk for submittal to the city commission.

(Ord. No. 486, § 1(91.46), 9-26-1994)

A file search and inquiry indicate that the board does not have adopted bylaws.

FISCAL EFFECT: None

SUPPORTING DOCUMENTATION: Sample document to initiate compilation of meeting bylaws

RECOMMENDATION: Requesting the board to collaborate on bylaws to be followed for the meetings. Once adopted, the bylaws shall be submitted to the City Commission for approval.

**CITY OF GLADSTONE
RECREATION ADVISORY BOARD**

MISSION:

"Our mission is to provide safe, efficient, quality recreational opportunities."

ARTICLE 1. PURPOSE.

These bylaws are adopted by the City of Gladstone Recreation Advisory Board, hereinafter called the "Board", for the orderly conduct of its meetings, as outlined in the City of Gladstone Ordinance 486.

ARTICLE 2. MEMBERSHIP.

Sec 2.1. Composition.

1. The Board shall consist of seven members who shall be appointed by the mayor.
2. The director of parks and recreation shall serve as a nonvoting permanent member.

Sec 2.2. Eligibility.

1. A person shall *not be eligible* for appointment to the Board if:
 - a. they hold any public office, elective or appointive under the city Charter: or
 - b. if they do not meet the eligibility requirements for holding public office as provided in the city Charter.

Sec 2.3. Compensation.

Members of the Board shall serve without compensation.

Sec 2.4. Terms.

1. All members of the Board, other than the director of parks and recreation, shall serve a term of three years.
2. New members shall be appointed in staggered terms so that reappointment or replacement members shall serve full three-year terms with different expiration dates.

Sec 2.5. Attendance.

A board member who is absent for three (3) consecutive regular meetings or one-third of all regular meetings in a "rolling" twelve-month timeframe automatically vacates the member's position. This does not apply to:

- an absence due to illness or injury of the board member.
- an illness or injury of a board member's immediate family member, or
- the birth or adoption of the board member's child for 90 days after the event.

The board member must notify the parks and recreation director of the reason for the absence no later than the date of the next regular meeting of the board. Failure to notify the liaison before the next regular meeting of the board will result in an unexcused absence.

Sec 2.6. Vacancies.

Vacancies that occur before the expiration of any terms of office shall be reported by the Board to the mayor and shall be filled by appointment for the unexpired term.

ARTICLE 3. RESPONSIBILITIES.Sec 3.1. The Board.

1. Shall act solely in an advisory capacity to the city commission and the director of parks and recreation.
2. The Board shall elect one of its members as chairman and such other officers as the members deem necessary.
3. Shall review and from time to time make recommendations to the city commission relative to the improvement of existing and the development of new parks and recreation programs.
4. Shall establish reasonable rules and regulations for the protection of rights and property vested in the city and under control of the parks and recreation department for the use, care, maintenance and management of all parks, public lands and waters in and adjacent to the city.
5. Shall make sure the rules, regulation and ordinances governing the parks, public land and waters of the city are adequately enforced.

6. Shall develop on an annual basis a fee schedule for parks and recreation activities which it shall recommend for adoption by the city commission as part of their annual budgetary process.
7. Shall recommend to the city commission the adoption of a schedule of activities which require a permit on both an annual and daily basis.
8. Shall adopt by resolution a list of recreational activities which can only be done within the city parks and recreation system after the issuance of the appropriate permit.
9. The Board and its members shall not incur any expense or create any obligation or liability upon the city. If any expenditure of city funds may be required in connection with the functioning of the Board, prior approval of such expenditure shall first be obtained from the city commission.
10. A member of the Board shall assist in the interview and selection process for a Parks and Recreation Director.

Sec 3.2. The Chairperson.

1. Shall retain his or her ability to discuss, make motions and vote on issues before the Board.
2. Shall preside at all meetings with all powers under parliamentary procedure; utilize Roberts Rule of order.
3. Shall restate all motions as pursuant to Article 4, Section 4, of these Bylaws.
4. Shall appoint committees.
5. Shall appoint officers of committees or choose to let the committees select their own officers.
6. May call special meetings pursuant to these Bylaws.
7. Review with the Parks and Recreation Director, prior to a Board meeting, the items to be on the agenda if he or she so chooses.
8. Periodically meet with the Parks and Recreation Director and/or other Parks and Recreation Department staff to review Parks and Recreation Department operation, procedures, and to monitor progress on various projects.
9. Act as the Board's and Parks and Recreation Department's chief spokesman and lobbyist to represent the Board at local, regional, and state government levels.

ARTICLE 4. MEETINGS.Sec 4.1. Regular Meetings.

Meetings of the Board shall be held the first Tuesday of every month at 6:30 pm at the Parks and Recreation Department office. If there is a change in the schedule of the regular meetings of the Board, there shall be posted within three days after the meeting at which the change is made, a Public Notice stating the dates, times, and place.

Sec 4.2. Special Meetings.

Special Meetings shall be called in the following manner:

- a. By the Chairperson
- a. Notice of special meetings shall be given to the Parks and Recreation Director at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year, and location of the meeting.

Sec 4.3. Recess.

The Chairperson, after the meeting has been in session for two hours, shall suspend the Board's business and evaluate the remaining items on the agenda. The Board shall then decide to finish that meeting agenda or postpone certain agenda items to the next meeting.

Sec 4.3. Quorum.

Four (4) voting members regardless of if vacancies exist or not, shall constitute quorum for the transaction of business and taking of official action for all matters before the Board. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

Sec 4.4. Motions.

Motions shall be restated by the Chairperson before a vote is taken.

Sec 4.5. Voting.

Voting shall be by voice and shall be recorded as passing or failing. Roll call votes will be recorded only upon request by a member of the Board and shall be recorded by “yes” or “no”. Members must be present to cast a vote. Voting by proxy shall not occur. The affirmative vote of a majority of those present or a majority of a quorum, whichever is greater, shall be necessary for the adoption of motions.

Sec 4.6. Parliamentary Procedure.

Parliamentary procedure in Board meetings shall be informal. However, if required to keep order, Board meetings shall then be governed by Roberts Rules of Order Newly Revised (10th Edition, Perseus Publishing, New York, 2000) for issues not specifically covered by these bylaws. Whereas these Bylaws conflict or are different than Roberts Rules of Order, then these bylaws control.

Sec 4.7. Public participation.

All regular and special meetings, hearings, records, and accounts shall be open to the public.

1. Public comment on all non-agenda items should be presented at the beginning of the meeting as provided during the agenda item for public comment.
2. Public comment on agenda items shall only be given during the public comment period of the agenda item. After that point during the meeting, public comment is normally not allowed; however, sometimes the Board may direct questions to members of the public. Public comment is at the beginning of the meeting so the Board can hear concerns and questions before acting on an issue. Those making public comment are expected to be familiar with the issue and have prepared comments ahead of time. To help the public in preparing for the meeting, any written material shall be made available without cost for members of the public asking for a copy prior to the meeting.
3. The Chairperson may limit the amount of time allowed for each person wishing to make public comment at a Board meeting.

Sec 4.8. Agenda.

The Parks and Recreation Director, or designee, shall prepare an Agenda for each meeting and the order of business shall be as follows:

1. Call to order
2. Roll call.
3. Public Comment
4. Approval of Minutes
5. Unfinished Business
6. New Business
7. Parks & Recreation Director Report
8. Board Member Committee Reports and Comments
9. Adjournment

Sec 4.9. Delivery of Agenda.

The agenda and accompanying materials shall be emailed to Board members, so it is reasonably expected to be received on the Thursday prior to the meeting date.

Sec 4.10. Placement of Items on the Agenda.

1. The Parks and Recreation Department shall be the office of record for the Board.
2. The deadline to add items to the Board's meeting agenda shall be seven business days prior to the next regularly scheduled Board meeting.
3. Special consideration shall be given to agenda requests made after the deadline to accommodate priority schedules.

ARTICLE 5. RECORDS.Sec 5.1. Minutes and Record.

A record of Board meetings, which, shall include the following:

1. Copy of the meeting posting.
2. Copy of the minutes, and all its attachments which shall include:
 - a. A summary of the meeting, in chronological sequence of occurrence:

- b. Time and place the meeting was called to order.
- c. Attendance
- d. Indication of others present (listing names if others choose to sign in and/or a count of those present).
- e. Summary or text of points of all reports given at the meeting, and who gave the report and in what capacity. An alternative is to attach a copy of the report if offered in writing.
- f. Summary of all points made in public participation or at a hearing and an indication of who made the comments. An alternative is to attach a copy of the public's statement, petition, or letter if it is provided in written form.
- g. Full text of all motions introduced, whether seconded or not, who made the motion and who seconded the motion. For each motion, the following should be included:
 - i) Who testified and a summary of what was said.
 - ii) A statement of what is being approved.
 - iii) What exhibits were submitted (if any).
 - iv) What evidence was considered (summary of discussion by members at the meeting).
 - v) The decision (e.g. approve, deny, approve with modification).
- h. Who called the question.
- i. The type of vote and its outcome.
 - i) If a roll call vote, indicate who voted yes, no, abstained or a statement the vote was unanimous.
 - ii) If not a roll call vote, then simply a statement: "the motion passed/failed after a voice vote."
- j. That a person making a motion withdrew it from consideration.
- k. All the Chairperson's rulings.
- l. All challenges, discussion and vote/outcome on the Chairperson's ruling.
- m. All parliamentary inquiries or point of order.
- n. When a voting member enters or leaves the meeting.
- o. When a voting member or staff member has a conflict of interest and when the voting member ceases and resumes participation in discussion, voting and deliberations at a meeting.

- p. Full text of any resolutions offered
 - q. Summary of announcements.
 - r. Summary of informal actions, or agreement on consensus.
 - s. Time of adjournment.
3. Records of any action, support documents, maps, photographs, correspondence received, attached as an appendix to the minutes.

Sec 5.2. Retention.

Board records shall be preserved and kept on file according to the following schedule:

- a. Minutes, other records of decisions, Board or department publications: Permanent.
- b. Correspondence: Permanent.

ARTICLE 6. COMMITTEES.

Sec 6.1. Ad Hoc Committees.

The Board or Chairperson may establish and appoint ad hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad hoc committee at any given time.

Sec 6.2. Citizen Committees.

The Board, Chairperson, or Parks and Recreation Director may establish and appoint citizen committees with the consent of the Board. Membership can be any number, so long as less than a quorum of the Board serve on a citizen committee at any given time. The purpose of the citizen committee is to have more citizen and municipal government involvement, to be able to use individuals who are knowledgeable or expert in the issue before the Board and to better represent various interest groups in the City of Gladstone.

ARTICLE 9. RULES OF PROCEDURES FOR ALL COMMITTEES.

Section 9.1. Subservient to the Board.

All committees are subservient to the Board and report their recommendations to the Board for review and action. The Board can overrule any action of any committee.

Sec 9.2. Same Principles.

The same principals of these Bylaws for the Board also apply to all committees of the Board.

ARTICLE 10. OTHER MATTERS TO BE CONSIDERED BY THE BOARD.

Board Action. The following matters shall be presented for consideration at a meeting of the Board:

- a. At least annually, the adoption of priorities for the Board's plan of work.
- b. Annually, preparation of an annual report of the Board.
- c. Office, or Administrative Policy.
- d. Such other matters as the Director shall find it advisable or essential to receive consideration by the Board.

ARTICLE 11. ADOPTION, REPEAL, AMENDMENTS.

Upon adoption of these Bylaws of [Date], they shall become effective and all previous Bylaws, shall be repealed.

- The Board may suspend any one of these Bylaws, for a duration of not more than one agenda item or meeting.
- These Bylaws may be amended at any regular or special meetings by a two-thirds ($\frac{2}{3}$) vote of the appointed members.
- Proposals to amend these Bylaws may be made at a regular meeting of the Board. However, the final vote on proposed amendments shall be delayed until the next regular meeting of the Board.



Recreation Advisory Board

CITY OF GLADSTONE
1100 Delta Ave
Gladstone, MI 49837

Item 4.

Staff Report

Agenda Date: 09-03-2024

Department: Parks and Recreation

Presenter: Wendy Taavola

AGENDA ITEM TITLE: Harbor Policy Review

BACKGROUND:

At the 08-13-2024 regular meeting of the board, member Bosk requested a review of the Harbor Policy.

FISCAL EFFECT: None

SUPPORTING DOCUMENTATION: Sec. 38-121 of the Code of Ordinances; Gladstone Seasonal Dockage Waitlist; 2024 Harbor Boat Agreement; 2024 Harbor Rules and Regulations; 2024 Seasonal Slip Information Floating Docks; 2024 Season Slip Information – West End; Gladstone Harbor Rates

RECOMMENDATION: Seeking review and input.

Sec. 38-121. - Yacht harbor and boats.

- (a) *Management.* The yacht harbor shall be operated under the jurisdiction of the harbor master. The assignment of boat stalls and mooring spaces shall be made by permit by the harbor master or his duly appointed representative.
- (b) *Establishment of rules and regulations.* The parks and recreation commission shall have authority to establish such rules and regulations as may be deemed advisable to promote peace, health or safety in the yacht harbor. The parks and recreation commission shall have authority to delegate enforcement of such rules and regulations to the harbor master, who may call on the public safety department to assist in enforcing all such rules and regulations as may be deemed necessary. Failure to abide by the rules, regulations and provisions of this division shall be grounds for suspension and/or loss of privileges in the yacht harbor.
- (c) *Permit required to moor boats.* It shall be unlawful for any person to, in any manner, anchor, moor, tie or fasten any canoe, scow, skiff or other equipment which shall be construed to be navigable upon or in the water (except boats belonging to the United States government) in the yacht harbor or to any wharf, pier or dock within the confines of any part of the yacht harbor without first obtaining a permit from the department of parks and recreation.
- (d) *Permittees to assume liability for damages.* A permit shall not be granted under this division to any person for any purpose unless, in the application for such permit, the party applying for the permit shall agree in writing to indemnify and save the city harmless from any liability because of injury to persons or property arising out of the activities or privileges for which the permit was issued.
- (e) *Motor vehicles.* All vehicles servicing or used in connection with any type of watercraft in the yacht harbor shall remain in the regularly established roads or designated parking areas.
- (f) *Small craft.* Rowboats and other small craft shall be tied or moored in areas designated by the harbor master.
- (g) *Launching.* All boats shall be placed in the water or taken out of the water only at the places designated for such purpose. Except for emergency repairs, boats shall not be dry docked or stored in the yacht harbor or city property.
- (h) *Marking.* All craft shall be marked with the owner's identification and shall be registered with the harbor master.
- (i) *Speed limit.* The maximum speed limit of all craft in the yacht harbor area shall be five miles per hour, no-wake speed.
- (j) *Boat space fees.* All permit fees shall be collected in advance at the time boat space is assigned. Such fees shall be set by resolution of the city commission.
- (k) *Other users.* The following rates shall apply to the other users of the harbor facilities:
 - (1) Nonresident yachtsmen on cruise shall pay rates as set by the city commission.
 - (2) Local commercial boatsmen shall pay double the user rates set for resident yachtsmen.
 - (3) Nonlocal commercial boatsmen shall not be permitted in the harbor, except for repairs for a period not to exceed 72 hours or for the duration of a storm.
- (l) *Conditions of usage.* The boat harbor may be used for pleasure craft only under the following conditions:
 - (1) *Mooring in channel.* Boats shall not be moored for longer than two hours in the entrance and channel leading from the bay into the harbor. Boats shall not be moored in such entrance or channel at any time so as to obstruct the free passage through the channel.
 - (2) *Lights.* Between one hour after sundown and one hour before sunrise all boats entering and using the boat harbor shall have lit thereon one red light and one green light.

- (3) *Power boats.* Power boats shall not be allowed to be driven within the harbor for any other purpose than for entering or leaving the harbor or mooring of boats in the harbor.
- (4) *Anchoring.* All boats moored within the harbor which are not securely tied must be securely anchored.
- (m) *Disturbance of the peace.* It shall be unlawful for any person to use any language which is reasonably calculated to cause an immediate breach of the peace or to otherwise create any breach or disturbance of the peace within the boat harbor or entrance and the lagoon. All power boats shall be operated as quietly as possible, consistent with the necessary operation of such boats.
- (n) *Garbage.* It shall be unlawful for any person to throw or dump any rubbish into the boat harbor, the harbor entrance or the lagoon.
- (o) *Bathing and fishing.* The boat harbor and harbor entrance shall be reserved for boating purposes, and it shall be unlawful for any person to seine for minnows or fish in such places. Swimming shall be prohibited in the boat harbor, harbor entrance and lagoon.
- (p) *Unlocked boats.* If any person shall leave any boat or craft unlocked or unchained for a period of time longer than 12 hours, such boat or craft shall be considered abandoned and shall be taken into possession by the department of public safety.
- (q) *Sale of impounded boats.* The city may not sell at auction any boat impounded by city officials until at least 14 days after written notice to the owner of the boat, if known, or publication of sale in the local newspaper. The owner of the impounded boat may claim such boat or craft by paying the reasonable costs of the taking of possession and storing of the boat or craft any time up to the time of the actual sale of the boat or craft.
- (r) *Costs of taking possession and storage.* The costs of taking possession of any boat shall be \$50.00, and the costs of storage shall be \$25.00 for each day or part of a day that the boat or craft is in the possession of the department of public safety.
- (s) *Sale of unclaimed boat.* If any boat or craft remains unclaimed for 14 days after being impounded by the department of public safety, the boat or craft shall be destroyed or sold at public sale. All proceeds realized from the impounding or sale of such boat or craft shall be turned over to the general fund of the city.
- (t) *Authority of harbor master to board or move boats and impound ice shanties.* The harbor master or his designee shall have the authority to board any boat which may be anchored, moored, tied or fastened in violation of the terms of this division and move, or cause to be moved, such boat to another location. The harbor master or his designee shall have the right to hold such boat if any permit fees for moving such boat are not paid. The harbor master and/or any authorized city official may remove any ice shanty from park property within seven days of the placing of such ice shanty on park property. The same costs as set forth in subsection (r) of this section shall be charged for the cost of impoundment and storage of such ice shanty.
- (u) *Interference with employees of the department of parks and recreation.* It shall be unlawful for any person to hinder, prevent or interfere with the agents or employees of the department of parks and recreation while such agents or employees are engaged in carrying out the provisions of this division.
- (v) *Advertising and peddling while at mooring spaces.* It shall be unlawful for any person to display any placard or commercial display upon any vessel while occupying a mooring space or to hawk, peddle or offer any other article for sale, charter or trade within any mooring space in any park or part thereof.
- (w) *Disorderly conduct; swimming; speed of boats entering or leaving basins or harbors.* Indecent exposure of the person, disorderly conduct, riot or breach of the peace shall be expressly forbidden while occupying a mooring space. Vessels propelled by motor shall reduce their speed to no-wake speed and shall not be maneuvered, except as absolutely necessary, while entering or leaving any basin or harbor. Swimming, diving or bathing shall not be permitted in any basin or harbor.

- (x) *Speed at boat launch ramp.* It shall be unlawful for any person to operate the motor of a vessel at a greater speed than idle speed at any boat launch ramp administered by the department of parks and recreation unless the propeller of such vessel is disengaged.

(Ord. No. 486, § 1(91.80), 9-26-1994; Ord. No. 509, § 1, 8-26-1996)

Seasonal Dockage Waiting List Application

Date: _____

Applicants Name (Owner): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

Boat Name: _____ Registration No.: _____

Boat Manufacturer: _____ Year: _____

Sail:	Beam:
Draft:	Length:

**Length determined by the outermost projection on the bow to the outermost projection on the stern*

Type of Dockage Requested:

<input type="checkbox"/> Fixed (floating docks)	<input type="checkbox"/> West End
--	--

Application for West End Dockage (where owners construct their own docks) does not require a deposit fee.

Application for seasonal dockage on the North & East Walls require a \$25.00 Deposit. The deposit is non-refundable but the amount will be applied to your first year dockage fee, should you accept a slip when one becomes available.

**PLEASE PAY FOR DOCKAGE AT CITY HALL LOCATED AT: 1100 DELTA AVE.
GLADSTONE, MI 49837.**



GLADSTONE MUNICIPAL HARBOR SEASONAL BOAT SLIP AGREEMENT

Item 4.

Assigned Slip # _____

Name: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

Emergency Contact Phone. _____ Boat Name: _____

Boat Make: _____ Power Sail Year: _____

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

Draft: _____ feet Registration No: _____

Insurance Company: _____

****Notice: All boats are required to have public liability as a minimum and the City of Gladstone shall be named as "additional insured" with a minimum liability limit of \$500,000.***

.....
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 Gladstone Municipal Marina and agree to abide by the policies and procedures and all other local and state laws, ordinances, rules and regulations.

Signature: _____ Date: _____

POLICIES AND PROCEDURES, RULES AND REGULATIONS ARE LOCATED AT

www.gladstonemi.gov

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837

2024 Harbor Rules and Regulations

SPECIAL USE PARKS

91.80 Yacht Harbor and Boats.

- a.) Management. The yacht harbor will be operated under the jurisdiction of the harbormaster. The assignment of boat stalls and mooring space will be made by permit by the harbormaster or his duly appointed representative.
- b.) Establishment of rules and regulations. The parks and recreation commission shall have authority to establish such rules and regulations as may be deemed advisable to promote peace, health or safety in the Yacht Harbor. They shall have authority to delegate enforcement of such rules and regulations to the Harbor Master, who may call on the police to assist in enforcing all such rules and regulations as may be deemed necessary. Failure to abide by the rules, regulations and provisions of this ordinance shall be grounds for suspension and/or loss of privileges in the Yacht Harbor.
- c.) Permit required to moor boats. No person shall in, any manner anchor, moor, tie or fasten any canoe, scow, skiff, other equipment which shall be construed to be navigable upon or in the water (except boats belonging to the United States Government) in the Yacht Harbor or to any wharf, pier or dock within the confines of any part or part thereof without first obtaining a permit from the department of parks and recreation.
- d.) Permittees to assume liability for damages. No permit shall be granted under this article to any person for any purpose unless, in the application thereof, the party applying for the same shall agree in writing to indemnify and save the city harmless from any liability because of injury to person or property arising out of the activity or privileges for which the permit was issued.
- e.) Motor vehicles. All vehicles servicing or used in connection with any type of watercraft in the Yacht Harbor must remain in the regularly established roads or designated parking areas.
- f.) Small craft. Rowboats and other small craft must be tied or moored in areas designated by the harbormaster.
- g.) Launching. All boats shall be placed in the water or taken out of the water only at the places designated for such purpose. Except for emergency repairs, no boat shall be dry docked or stored in the Yacht Harbor or city property.
- h.) Marking. All craft shall be marked with the owner's identification and shall be registered with the harbormaster.

- i.) Speed limit. The maximum speed limit of all craft in the yacht harbor area shall be 5 M.P.H., no wake speed.
- j.) Boat space. All permit fees are to be collected in advance at the time space is assigned. Fees shall be set by resolution of the City Commission.
- k.) Other users. The following rates shall apply to the other users of the harbor facilities:
 - a. Nonresident yachtsman on cruise shall pay rates as set by the City Commission.
 - b. Commercial boatmen, local. The user rates shall be double that set for resident yachtsmen.
 - c. Commercial boatmen, nonlocal. Nonlocal commercial boatmen shall not be permitted in the harbor except for repairs for a period not to exceed 72 hours or for the duration of a storm.
- l.) Conditions of usage. The boat harbor may be used for pleasure craft only under the following conditions:
 - a. Mooring in channel. No boats are to be moored for a longer period than 2 hours in the entrance and channel leading from the bay into the harbor. No boats shall be moored in such entrance or channel at any time, so as to obstruct the free passage through the channel.
 - b. Lights. Between one hour after sundown and one hour before sunrise, all boats entering and using the boat harbor shall have lighted thereon one red light and one green light.
 - c. Powerboats. No powerboats shall be allowed to be driven within the harbor for any other purpose than for entering or leaving the harbor or mooring of boats therein.
 - d. Anchoring. All boats moored within the harbor which are not securely tied must be securely anchored.
- m.) Disturbances of peace. No person shall use any loud, boisterous or profane language or otherwise create any breach or disturbance of the peace within the boat harbor or entrance and the lagoon. All powerboats shall be operated as quietly as possible, consistent with the necessary operation of the boats.
- n.) Garbage. No person shall throw or dump into the boat harbor, the entrance, or the lagoon any rubbish.
- o.) Bathing and fishing. The boat harbor and harbor entrance shall be reserved for boating purposes and no person shall seine for minnows or fish therein. Swimming is prohibited in the harbor, harbor entrance and lagoon.
- p.) Unlocked boats. If any person shall leave any boat or craft unlocked or unchained for a period longer than 12 hours, such boat or craft shall be considered abandoned and shall be taken in possession by the department of public safety.

- q.) Sale of impounded boats. The City may not sell at auction any boat impounded by City officials until at least 14 days after written notice to the owner of the boat, if known, or publication of sale in the local newspaper. The owner of the impounded boat may claim such boat or craft by paying the reasonable costs of the taking possession and storing of the boat or craft any time up to actual sale.
- r.) Costs. The costs of taking possession of any boat shall be \$50.00 and the costs of storage shall be \$25.00 for each day or part of a day that the boat or craft is in the possession of the public safety department.
- s.) Sale of unclaimed boat. In the event that any boat or craft remains unclaimed for 14 days after being impounded by the public safety department, the boat or craft shall be destroyed or sold at public sale. All proceeds realized from the impounding or sale of such boat or craft shall be turned over to the general fund of the city.
- t.) Authority to Harbor Master to board or move boats; authority to bound ice shanties. The Harbor Master or his designee shall have authority to board any boat which may be anchored, moored, tied or fastened in violation of the terms of this article and move or cause such boat to be moved to another location. They shall have the right to hold such boat in the event any permit fee or fees for moving such boat are not paid. The Harbor Master and /or any authorized City official may remove any ice shanty from park property within seven (7) days of it being placed on park property. The same costs as charged in paragraph (T) above shall be charged for the cost of impoundment and storage.
- u.) Interference with employees of department of parks and recreation. No person shall hinder, prevent or interfere with the agents or employees of the department of parks and recreation while engaged in carrying out the provisions of this article.
- v.) Advertising and peddling while at mooring spaces prohibited. It shall be unlawful for any person to display any placards or commercial displays upon any vessel while occupying a mooring space. Nor shall any hawking, peddling or any other article be offered for sale, charter or trade within any mooring space in any park or part thereof.
- w.) Disorderly conduct; swimming; speed or boats entering or leaving basins or harbors. Indecent exposure of the persons, disorderly conduct, objectionable noise, riot, breach of the peace and the use of profane or obscene language is expressly forbidden while occupying a mooring space. Vessels propelled by motor shall reduce their speed to no wake speed and shall not be maneuvered except as absolutely necessary while entering or leaving any basin or harbor. No swimming, diving or bathing shall be permitted in any basin or harbor.

Gladstone Municipal Harbor 2024 Seasonal Slip Information

The Gladstone Municipal Harbor is scheduled to open May 14, 2024. Enclosed is the paperwork for your intent to rent a harbor slip for the 2024 boating season. A slip has been assigned to you and it is denoted on the top of the Slip Agreement. If you are **not** interested in docking your boat at the Gladstone Marina this year, please call the Recreation Department at 906-428-2311 so the slip may be reassigned. There is a list of boaters awaiting a slip.

As stated, your slip assignment is on your Slip Agreement. If you would like to request a slip reassignment, please contact the Recreation Department and they can inform you what is available or place you on a slip relocation list. Remember the cost may change on the slip based on its size.

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

The cost of your assigned dock slip for 2024 is listed below. Balance is due by **March 31, 2024**. If not paid in full by March 31 payment due date, a 7% penalty will be assessed. **After May 1, 2024, the slip will be considered a vacant slip and will be offered to other slip holders or assigned to persons on the waiting list.**

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 9:00 to 4:00 Monday through Friday. Payments will not be taken over the phone.

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837

2024 SEASONAL RATES

25 Ft Dock	\$1,525
30 Ft Dock	\$1,830
45 Ft Dock	\$2,745
53 Ft Dock	\$2,756

**RETURN THIS PORTION WITH PAYMENT
With Dock Slip Agreement
Seasonal Harbor Dockage**

Name:
Balance Due: \$

Slip #

Gladstone Municipal Harbor 2024 Seasonal Slip Information – West End

The Gladstone Municipal Harbor is scheduled to open May 14, 2024. Attached is the paperwork for your intent to rent a harbor slip space for the 2024 boating season. A slip space has been assigned to you on the West End and it is denoted on the top of the Slip Agreement. ***As a West End dock owner, it is your responsibility to ensure the dock is secure to the shoreline to prevent damage to other boats and docks.*** If you are **not** interested in docking your boat at the Gladstone Marina this year, please call or email the Recreation Department at 906-428-2311 so the slip may be reassigned. There is a list of boaters awaiting a slip.

As stated, your slip assignment is on your Slip Agreement. If you would like to request a slip reassignment, please contact the Recreation Department and they can inform you what is available or place you on a slip relocation list. Remember the cost may change on the slip based on its size.

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

The cost of your assigned dock slip for 2024 is \$800. Balance is due by **March 31, 2024**. If not paid in full by March 31 payment due date, a 7% penalty will be assessed. **After May 1, 2024, the slip will be considered a vacant slip and will be offered to other slip holders or assigned to persons on the waiting list.**

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 9:00 to 4:00 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
Seasonal Harbor Dockage

Name:

Slip #

Balance Due:



Gladstone Harbor Rates

Seasonal Slip Rates		Boat Launch Ramp Fees		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
West End	\$800	Seasonal (Resident)	\$30		
		Seasonal (Non-Resident)	\$40		



Recreation Advisory Board

CITY OF GLADSTONE
1100 Delta Ave
Gladstone, MI 49837

Item 5.

Staff Report

Agenda Date: 10/1/2024

Department: Parks and Recreation

Presenter: Wendy Taavola

AGENDA ITEM TITLE: Volunteer First Aid Lead – Don Poe

BACKGROUND: Don Poe has volunteered for 40 years as the first aid lead at the ski hill. He is ready to step down. Administration would like to honor him for his service.

FISCAL EFFECT: Unknown

SUPPORTING DOCUMENTATION:

RECOMMENDATION: Seeking input.