

# Manistee Harbor Commission

*Established - November 1931*

70 Maple Street, Manistee, Michigan 49660

## Agenda

Tuesday, October 21, 2014 at 1 p.m. – Second Floor Conference Room,  
70 Maple Street, Manistee MI 49660

---

### **Call to Order**

### **Approval of Agenda**

### **Public Comments on Agenda Items (5 minute limit)**

### **Approval of Minutes**

- Minutes of August 19, 2014

### **Staff Reports**

- Harbormaster – Marina Report
- City Manager – Launch Ramp Revenue Report

### **Committee Reports**

- Marketing Committee
  - Sister City in Wisconsin
  - Drawings for Free Nights

### **Unfinished Business**

- Ninth Street Launch Ramp
- Discussion on Marina Marketing with Stakeholders

### **New Business**

- Discussion on Sewage Overflow
- 2015 Meeting Calendar

### **Public Comment (5 minute limit)**

### **Comments by Harbor Commissioners**

### **Adjourn**

Commissioners are encouraged to participate in the preparation of the monthly agendas for Harbor Commission meetings. Please contact the City Manager's Office at least two weeks prior to the scheduled meeting to discuss agenda items.

**HARBOR COMMISSION MINUTES  
MEETING OF AUGUST 19, 2014**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, August 19, 2014 at 1 p.m. in the Marina Open Space, 480 River Street, Manistee MI 49660. In the absence of the Chair and Vice-Chair the meeting was called to order by City Manager Mitch Deisch.

<b>Roll Call</b>	<b>Present</b>	<b>Excused Absence</b>	<b>Unexcused Absence</b>
Commissioner Bachman	✓		
Commissioner Cook	✓		
Commissioner <i>Vacancy</i>			
Commissioner Memberto			✓
Commissioner Smith		✓	
Commissioner Zaccanelli	✓		
Commissioner Zielinski	✓		
City Manager Mitch Deisch	✓		

**OTHERS PRESENT:**        None

**APPROVAL OF AGENDA**

*MOTION* by Dave Bachman, second by Alex Zaccanelli to approve the agenda as presented. Voice vote - Motion carried.

**PUBLIC COMMENTS ON AGENDA ITEMS**    None.

**APPROVAL OF MINUTES**

*MOTION* by Alex Zaccanelli, second by Ty Cook to approve the minutes for the July 15, 2014 meeting as presented. Voice vote - Motion carried.

**STAFF REPORTS**

***Harbormaster.***

- Marina reports for May, June & July were distributed and reviewed. Everything is down for the season. Number one complaint by boaters is the wake in the river early in morning by charter boats. Second complaint is change made to the reservation system to group boats and not charge by actual length of boat.

Last year the Harbor Commission made the decision to move up one rate level. Marina Manager Laura Brennan recommends that the Harbor Commission take action to move back down one level. Extensive discussion on no wake enforcement; Public Safety Director will take wake enforcement under advisement.

*MOTION* by Ty Cook, second by Alex Zaccanelli to lower the state rate schedule at the marina by one rate level for 2015. Voice vote – Motion carried.

- Extensive discussion on the State reservation system. Difficult system to use and carries a significant cost. However, the City's ability to apply for grant funding is lost if we don't use the system. General consensus to continue with the reservation system to preserve ability to apply for any future grants.

***City Manager.***

- Launch Ramp Revenue Report as of July 31, 2014 was included in agenda packet.
- Staff working with Amor on no parking signs for the launch ramp wells at First Street. Voluntary compliance has been good recently.

**COMMITTEE REPORTS**

- Committee meetings with DDA, Chamber, VCB – Vacancy on the Commission due to the resignation of Rosemary Daniels. City Manager will send a letter to the DDA encouraging applications to the Harbor Commission. Discussed the need to look at ordinance and bylaws to see if other stakeholders could be encouraged to become involved in marketing the marina. Discussion to be continued on future agenda and City Manager will invite other stakeholders.
- North Riverwalk Mooring Balls – Research shows that this is very expensive and exposes boats to varying weather conditions which outweighs any revenue. End of discussion.
- Sister City in Wisconsin – Harbor contacted was not interested. Could consider larger city like Manitowoc.
- Mackinaw to Chicago Race Event – Only two boats used the City's marina during this event.
- Ty Cook – New marketing idea for the marina to do a drawing and offer a free night or two to someone currently staying at the marina to encourage them to stay in the area a little longer. Funds to pay for the slip could come from the marketing budget. Interesting idea that needs to be fleshed out a bit. Suggested that drawings could be made by Harbor Commission members. Could generate some goodwill and bring back customers. Marketing Committee will work on this idea and Bachman will update the Harbor Commission by email on the program.

**UNFINISHED BUSINESS**

- Arthur Street Launch / Pay for Use Facility and a Backup Pay Tube at First Street Launch – City staff moving forward to install a pay tube at the First Street launch as a way to provide an alternative if the auto-attendant is down. Discussed installing a pay tube at Arthur Street Launch.

*MOTION* by Roger Zielinski, second by Ty Cook to make a recommendation to City Council to make the Arthur Street Launch Ramp a pay for use facility for future maintenance revenues; and direct staff to create and install a system at Arthur Street. Voice vote – Motion carried.

- Ninth Street Launch Ramp – No report.

**NEW BUSINESS** None.

**PUBLIC COMMENTS** None.

**COMMENTS BY HARBOR COMMISSIONERS** None.

**ADJOURNMENT**

Next meeting is scheduled for Tuesday, October 21, 2014 in the Second Floor Conference Room, City Hall.

*MOTION* by Roger Zielinski, second by Ty Cook to adjourn at 2:00 p.m.

*Draft - cl*

Cynthia Lokovich, CAP-OM  
Recording Secretary

**2012 - 2013 Rate Structure: \$5 / Daily, \$35 / Seasonal**

**2013 - 2014 Rate Structure: \$10 / Daily, \$40 / Seasonal**

**2012 FIRST STREET BOAT LAUNCH REVENUE**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	31 = \$1,085	89 = \$3,115	69 = \$2,415	150 = \$5,250	96 = \$3,360	8 = 280	443 = \$15,505
Daily Permits	0	114 = \$570	137 = \$685	687 = \$3,435	1,279 = \$6,395	626 = \$3,130	2,843 = \$14,215
Total							\$29,720

**2013 FIRST STREET BOAT LAUNCH REVENUE**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	39 = \$1,365	78 = \$2,730	54 = \$1,890	104 = \$4,160	224 = \$8,960	23 = \$920	522 = \$20,025
Daily Permits	14 = \$70	137 = \$685	109 = \$545	199 = \$1,990	734 = \$7,340	285 = \$2,850	1,478 = \$13,480
Total							\$33,505

**2014 FIRST STREET BOAT LAUNCH REVENUE**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	35 = \$1,400	113 = \$4,520	95 = \$3,800	126 = \$5,040	159 = \$6,360	22 = \$880	550 = \$22,000
Daily Permits	0	65 = \$650	100 = \$1,000	198 = \$1,980	687 = \$6,870	255 = \$2,550	1,305 = \$13,050
Total							\$35,050

**2015 FIRST STREET BOAT LAUNCH REVENUE**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits							
Daily Permits							
Total							\$

# MANISTEE CITY HARBOR COMMISSION

## 2015 MEETING SCHEDULE

Chapter 266 of the Manistee Code of Ordinances requires the Commission to meet at least quarterly each year, and more frequently as needed. The date and time of each meeting will, where practicable, be agreed upon by the consensus of the Commission and City Staff assigned to the Commission. Consensus to schedule quarterly meetings in January, April, July and October on the Third Tuesday of the month, and also during the Marina season in June and August. Additional meetings can be scheduled as necessary.

Tuesday, January 20, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall.

Tuesday, April 21, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall.

Tuesday, June 16, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall

Tuesday, July 21, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall

Tuesday, August 18, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall

Tuesday, October 20, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall

This notice is given pursuant to provisions of the Michigan Open Meetings Act.

Posted October 22, 2014

---

Cindy Lokovich, Secretary  
Manistee Harbor Commission

cc. City Clerk  
City Website

# 2015 Calendar

January 2015						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2015						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2015						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2015						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2015						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		