

Manistee Harbor Commission Agenda

Tuesday, June 28, 2022 at 1:00 p.m. – Council Chambers

Call to Order

Approval of Agenda

Public Comments on Agenda Items (5 minute limit)

Approval of Minutes

- Minutes of April 19, 2022

Unfinished Business

- Marina Dock Replacement Update
- Marina Marketing Plan
- Marina Patio
- Harbor Dredging
- South Breakwater Update

Reports

- Harbormaster Report
- City Manager – Boat Launch Revenue

New Business

- Other

Public Comment (5 minute limit)

Comments by Harbor Commissioners

Adjourn

HARBOR COMMISSION MEETING MINUTES OF APRIL 19, 2022

A regular meeting of the Manistee Harbor Commission was called to order by the Chair on Tuesday, April 19, 2022, at 1:00 p.m.

Roll Call	Present	Excused Absence	Unexcused Absence
Commissioner Ty Cook	x		
Commissioner Tom Swedenborg	x		
Commissioner George Becker	x		
Harbormaster Jeff Mikula	x		
Vacancy			
Vacancy			
Vacancy			
City Manager Bill Gambill	x		

OTHERS PRESENT

Mark Sandstedt, Katie Trivisonno, Mary Lou Mydill

APPROVAL OF AGENDA

MOTION by Jeff Mikula, second by Tom Swedenborg to approve the agenda as presented.
Voice vote – Motion passed.

PUBLIC COMMENTS ON AGENDA ITEMS

- None

APPROVAL OF MINUTES

MOTION by Ty Cook, second by George Becker to approve the minutes from the January 18, 2022, meeting as presented.
Voice vote – Motion passed.

OLD BUSINESS

- Riverbank Revetment Project Update
Splash erosion on Reach A – contractor put in another section of splash stone last week. Project is substantially complete, working through punch list items. Project came in under budget and City is receiving lots of positive feedback.
- Marina Dock Replacement Update
Project is moving along nicely – pilings are set, docks installed, and decking is going in. Punch list walk through scheduled for April 20, 2022. Old pilings are being saved and stored for future use, utilizing some in the new disc golf course.
- Marina Manager
Introduced Katie Trivisonno – recently hired as the new DPW Clerk. Her past job experience includes managing Harborview Marina in Ludington which led to hiring her additionally as the

marina manager. Her devotion to customer service and staff training make her the ideal candidate for overseeing the staff and marina operations.

REPORTS

- **Harbormaster**

Land conversion – small parcel of Marina property that the City is selling to Fricano's on the River requires the City to acquire new property and convert it to park land in its place. The DNR has verbally accepted the City's option of one acre of the ten-acre parcel purchased from Morton Salt for the new Clean Water Recovery Facility. City was waiting until the MDNR trust fund grant for the North Riverwalk was submitted, as a conversion process can hurt the City's chances for the grant.

Army Corps of Engineers has scheduled dredging of the harbor this fall and rehab work on the south breakwall within 18 months. A right-of-entry agreement is on the City Council agenda tonight to allow the Corps to utilize the small parking lot at First Street beach for their equipment/staging during the breakwall rehab.

Finance office ordered coins for boat launch machine – will be opening next week.

Once hillside is stabilized the *Welcome to Manistee* sign will go back up.

- **City Manager**

Reviewed and discussed pre-season boat launch revenue.

MOTION by Tom Swedenborg, second by Jeff Mikula to recommend to City Council raising the seasonal boat launch pass rate from \$45.00 to \$50.00 as of the new fiscal year, July 1, 2022.

Voice vote – Motion passed.

EDA grant for the South Riverwalk was submitted last Friday.

NEW BUSINESS

- Mark Sandstedt of MS Creative Services, Inc. – Marina Marketing Ideas

Discussion included:

- Updating pictures.
- Partnering with CVB and DDA – highlight reasons to visit.
- Develop strategy for Marina marketing plan – audience, goals, and objectives.
- Marketing to boat clubs around Lake Michigan.
- Needs and desires of both powerboaters and sailors.
- Exceptional customer service.
- Destination vs Stopover.

Consensus: Mark will meet with Jeff before the next meeting to come up with a marketing proposal.

PUBLIC COMMENTS

- Mary Lou Mydill, 565 Bryant Avenue – Excited to hear the marketing ideas and plans for the Marina this season.

COMMISSIONER COMMENTS

- Jeff Mikula – Catamaran Race scheduled again this year, very easy to accommodate. Hoping for good weather. Princess of Manistee’s move from Ludington last season was a very positive change – exceeded all the owner’s goals. These types of events and businesses show the uniqueness of the Manistee Community and what sets us apart.
- Ty Cook asked about the Marina patio – Jeff updated Commissioners – planning for a spring cement pour.

ADJOURNMENT

Next meeting is scheduled for June 21, 2022, at 1:00 p.m. in Council Chambers.

MOTION to adjourn by Tom Swedenborg, second by Jeff Mikula at 2:13 p.m.

Kelly McColl
Recording Secretary

DRAFT

BOAT LAUNCH REVENUES

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

2013 - 2019 Rate Structure: \$10 / Daily, \$40 / Seasonal

2020 - Current Rate Structure: \$10 / Daily, \$45 / Seasonal

2022 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPT/OCT	TOTALS
Seasonal Permits	26 = \$1,170	101 = \$4,545	= \$	= \$	= \$	= \$	= \$
Daily Permits	= \$	51 = \$510	= \$	= \$	= \$	= \$	= \$
Annual Total							= \$

2021 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPT/OCT	TOTALS
Seasonal Permits	76 = \$3,420	31 = \$1,395	135 = \$6,075	118 = \$5,310	123 = \$5,535	9 = \$405	492 = \$22,140
Daily Permits	24 = \$240	19 = \$190	218 = \$2,180	291 = \$2,910	572 = \$5,720	357 = \$3,570	1,481 = \$14,810
Annual Total							1,973 = \$36,950

2020 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPT/OCT	TOTALS
Seasonal Permits	16 = \$720	111 = \$4,995	89 = \$4,005	51 = \$2,295	125 = \$5,625	10 = \$450	402 = \$18,090
Daily Permits	0 = \$	101 = \$1,010	154 = \$1,540	233 = \$2,330	592 = \$ 5,920	260 = \$2,600	1340 = \$ 13,400
Annual Total							1,742 = \$ 31,490

2019 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	69 = \$2,760	62 = \$2,480	129 = \$5,160	46 = \$1,840	152 = \$6,080	17 = \$680	475 = \$19,000
Daily Permits	0 = 0	19 = \$190	144 = \$1,440	34 = \$340	335 = \$3,350	319 = \$3,190	851 = \$8,510
Annual Total							1,326 = \$27,510

2018 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	89 = \$3,560	144 = 5,760	79 = \$3,160	98 = \$3,920	173 = \$6,920	7 = \$280	590 = \$23,600
Daily Permits	15 = \$150	75 = \$750	92 = \$920	121 = \$1,210	695 = \$6,950	237 = \$2,370	1,235 = \$12,350
Annual Total							1,825 = \$35,950

BOAT LAUNCH REVENUES**2017 BOAT LAUNCH REVENUE**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	42 = \$1,680	148 = \$5,920	79 = \$3,160	99 = \$3,960	146 = \$5,840	19 = \$760	533 = \$21,320
Daily Permits	0	86 = \$860	101 = \$1,010	226 = \$2,260	534 = \$5,340	290 = \$2,900	1,237 = \$12,370
Annual Total							1,770 = \$33,690

2016 BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	113 = \$4,520	63 = \$2,520	102 = \$4,080	91 = \$3,640	159 = \$6,360	35 = \$1,400	563 = \$22,520
Daily Permits	41 = \$410	72 = \$720	106 = \$1,060	229 = \$2,290	732 = \$7,320	383 = \$3,830	1,563 = \$15,630
Annual Total							2,126 = \$38,150

2015 FIRST STREET BOAT LAUNCH REVENUE

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	84 = \$3,360	69 = \$2,760	78 = \$3,120	106 = \$4,240	109 = \$4,360	52 = \$2,080	498 = \$19,920
Daily Permits	31 = \$310	39 = \$390	64 = \$640	219 = \$2,190	338 = \$3,380	459 = \$4,590	1,150 = \$11,500
Annual Total							1,648 = \$31,420

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
Annual Total							1,855 = \$35,050

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
Annual Total							2,000 = \$33,505

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
Annual Total							3,286 = \$29,720