

# Manistee Harbor Commission

*Established - November 1931*

70 Maple Street, Manistee, Michigan 49660

## Agenda

Tuesday, August 19, 2014 at 1 p.m. – Marina Open Space, 480 River Street

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### **Call to Order**

### **Approval of Agenda**

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

### **Approval of Minutes**

- Minutes of July 15, 2014

### **Staff Reports**

- Harbormaster – Marina Report for May, June, July
- City Manager – Launch Ramp Revenue Report

### **Committee Reports**

- Marketing Committee
  - North Riverwalk Mooring Balls
  - Sister City in Wisconsin
  - Mackinaw to Chicago Race Event
  - Suggested committee meetings with DDA, Chamber, VCB

### **Unfinished Business**

- Arthur Street Launch – Pay for Use Facility
- Backup Pay Tube at First Street Launch
- Ninth Street Launch Ramp

### **New Business**

- None

### **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 JULY 15, 2014**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, July 15, 2014 at 1 p.m. in the Marina Open Space, 480 River Street, Manistee MI 49660.

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

**OTHERS PRESENT:** Manistee News Advocate Eric Sagonowsky

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS ON AGENDA ITEMS** None.

**APPROVAL OF MINUTES**

*MOTION* by Dave Bachman, second by Alex Zaccanelli to approve the minutes for the June 17, 2014 meeting as presented. Voice vote - Motion carried.

**STAFF REPORTS**

***Harbormaster.***

- Marina has been pretty quiet, occupancy is low. Many cancellations due to the weather. Only 15 reservations for the next fishing tournament.

***City Manager.***

- Launch Ramp Revenue Report as of June 30, 2014 was included in agenda packet.
- Discussed a sample pay tube that could be purchased for the Arthur Street Ramp and also used as a backup system for the First Street Ramp.
- Parking issue at First Street Ramp. Fishermen using the docks to fish sometimes block the ramps and park in the wells prohibiting launch and recovery by other customers. This issue has been discussed by City Council. To resolve the issue a facility user rules sign will be posted and the asphalt in the wells will be painted no parking. Courteousness and respect will be encouraged.

- Discussed potential for future fishing dock in this area.
- Harbor entrance sign looks good.

**COMMITTEE REPORTS** Received via email from Ty Cook.

- North Riverwalk Mooring Balls – No update, moved to next agenda.
- Sister City in Wisconsin – Received no response from Kewanee, Wisconsin, moved to next agenda.
- Mackinaw to Chicago Race Event – No update, moved to next agenda.
- Committee meetings with DDA, Chamber, VCB – No update, moved to next agenda.

**UNFINISHED BUSINESS**

- Arthur Street Launch / Pay for Use Facility and a Backup Pay Tube at First Street Launch – Reviewed sample of proposed pay tube provided by the City Engineer.
- Ninth Street Launch Ramp – Nothing new to report. Thom Smith said he received a complaint about water over the docks but did not get a specific location. As noted at the meeting in June, docks at First Street have been pulled back a little due to higher water levels. Ninth Street is in rough shape but Arthur Street is good. If Mr. Smith can get a specific location staff will check it out. Roger Zielinski questioned if lease with Morton Salt was expiring; this will also be checked into.

**NEW BUSINESS** None.

**PUBLIC COMMENTS** None.

**COMMENTS BY HARBOR COMMISSIONERS** None.

**ADJOURNMENT**

Next meeting is scheduled for Tuesday, August 19, 2014.

*MOTION* by Dave Bachman, second by Alex Zaccanelli to adjourn at 1:30 p.m.

Respectfully submitted,

*Draft - cl*

Cynthia Lokovich, CAP-OM  
Recording Secretary

# Manistee Municipal Marina

## Number of Boats

<b>2012</b>	May	June	July	August	September
0-19 Feet	0	0	3	3	2
20-29 Feet	8	14	78	107	26
30-39 Feet	4	14	132	67	22
40-49 Feet	3	12	43	31	9
50+ Feet	1	2	15	8	5
Seasonal	5	7	7	8	7
<b>Totals</b>	<b>21</b>	<b>49</b>	<b>278</b>	<b>224</b>	<b>71</b>

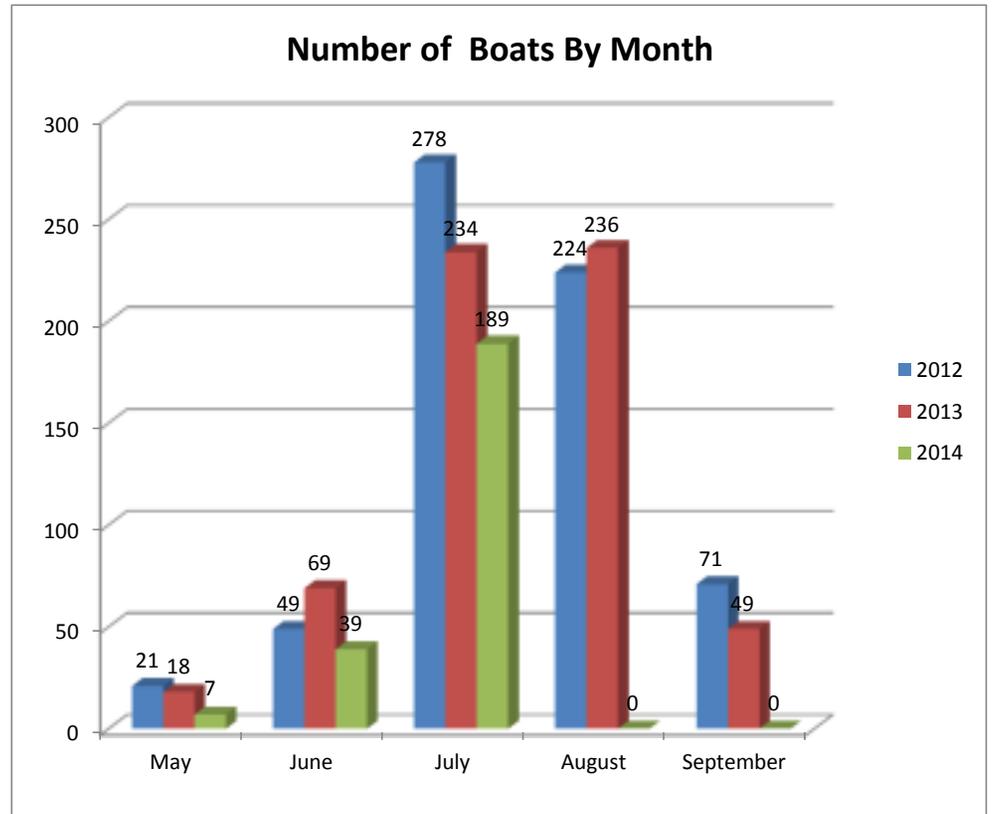
## Number of Boats

<b>2013</b>	May	June	July	August	September
0-19 Feet	2	1	2	2	0
20-29 Feet	5	10	43	87	23
30-39 Feet	6	37	127	101	12
40-49 Feet	2	15	46	30	7
50+ Feet	0	2	8	9	3
Seasonal	3	4	8	7	4
<b>Totals</b>	<b>18</b>	<b>69</b>	<b>234</b>	<b>236</b>	<b>49</b>

## Number of Boats

<b>2014</b>	May*	June	July	August	September
0-19 Feet	0	0	1		
20-29 Feet	1	8	49		
30-39 Feet	0	17	93		
40-49 Feet	0	7	31		
50+ Feet	0	0	8		
Seasonal	6	7	7		
<b>Totals</b>	<b>7</b>	<b>39</b>	<b>189</b>	<b>0</b>	<b>0</b>

\* A Change to CAMIS Software - Is Not Accurate Reporting for the month of May



# Manistee Municipal Marina

Number of Boat Days

<b>2012</b>	May	June	July	August	September
<b>0-19 Feet</b>	0	0	14	6	3
<b>20-29 Feet</b>	11	23	177	323	55
<b>30-39 Feet</b>	6	20	217	100	35
<b>40-49 Feet</b>	3	17	65	48	10
<b>50+ Feet</b>	1	2	22	11	7
<b>Seasonal</b>	15	60	465	248	155
<b>Totals</b>	<b>36</b>	<b>122</b>	<b>960</b>	<b>736</b>	<b>265</b>

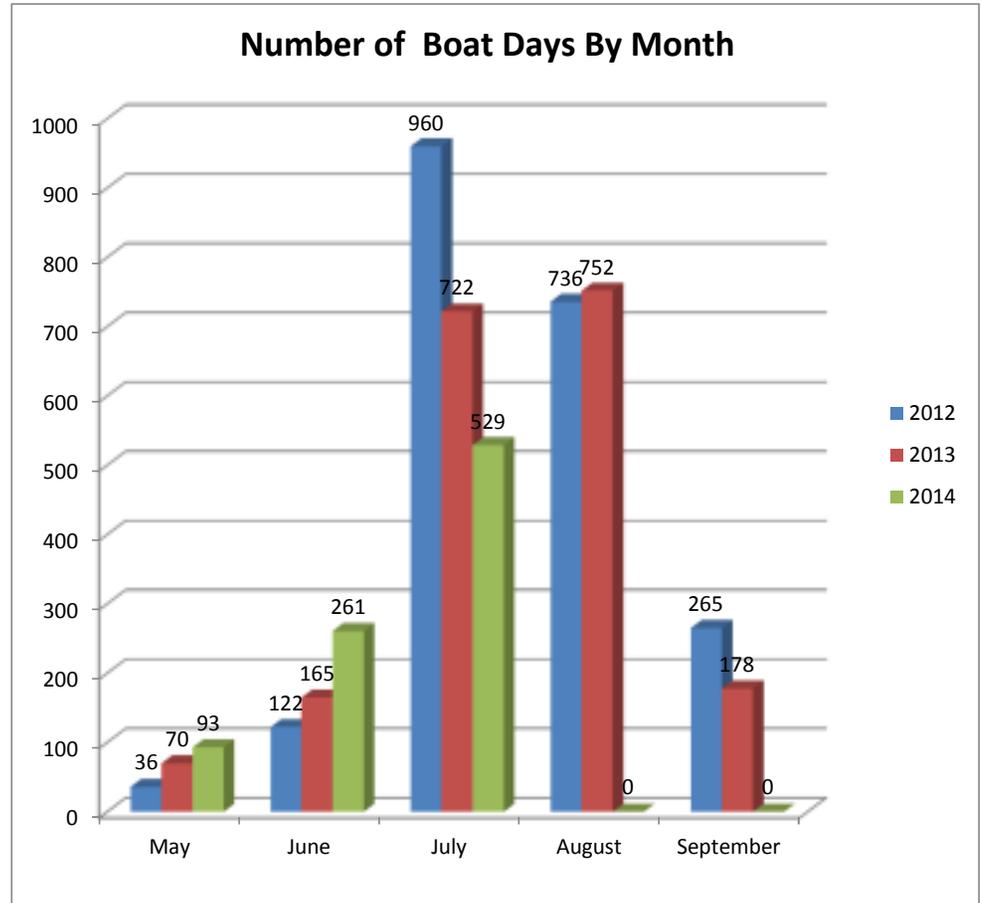
Number of Boat Days

<b>2013</b>	May	June	July	August	September
<b>0-19 Feet</b>	4	1	5	4	0
<b>20-29 Feet</b>	5	11	126	260	44
<b>30-39 Feet</b>	14	63	245	162	30
<b>40-49 Feet</b>	2	27	77	40	11
<b>50+ Feet</b>	0	3	21	16	3
<b>Seasonal</b>	45	60	248	270	90
<b>Totals</b>	<b>70</b>	<b>165</b>	<b>722</b>	<b>752</b>	<b>178</b>

Number of Boat Days

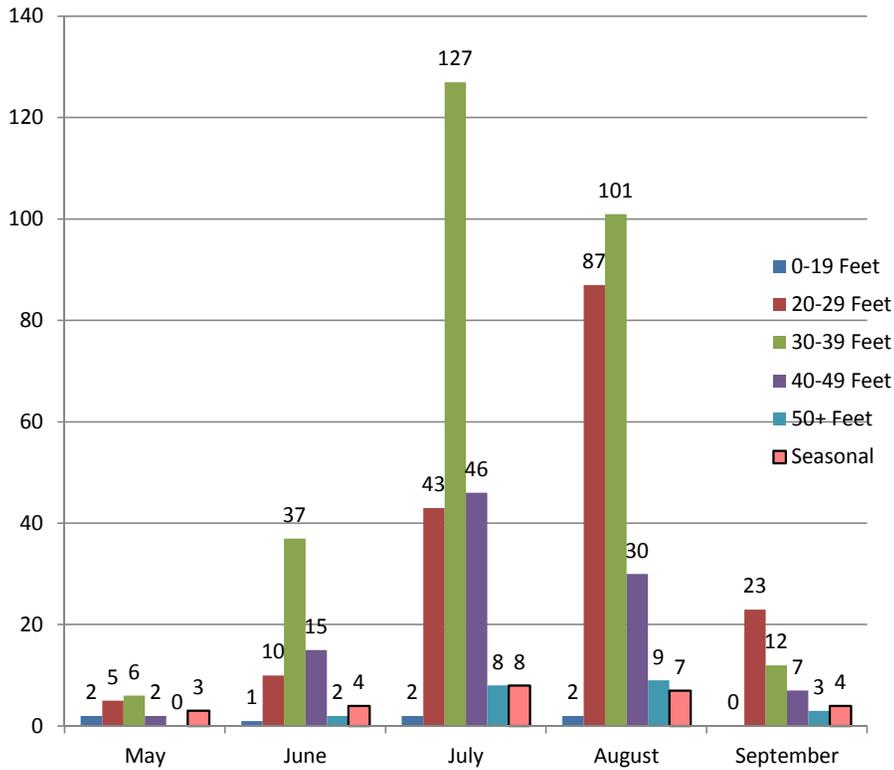
<b>2014</b>	May*	June	July	August	September
<b>0-19 Feet</b>	0	0	2		
<b>20-29 Feet</b>	3	12	102		
<b>30-39 Feet</b>	0	32	148		
<b>40-49 Feet</b>	0	7	47		
<b>50+ Feet</b>	0	0	13		
<b>Seasonal</b>	90	210	217		
<b>Totals</b>	<b>93</b>	<b>261</b>	<b>529</b>	<b>0</b>	<b>0</b>

\* A Change to CAMIS Software - Is Not Accurate Reporting for the month of May

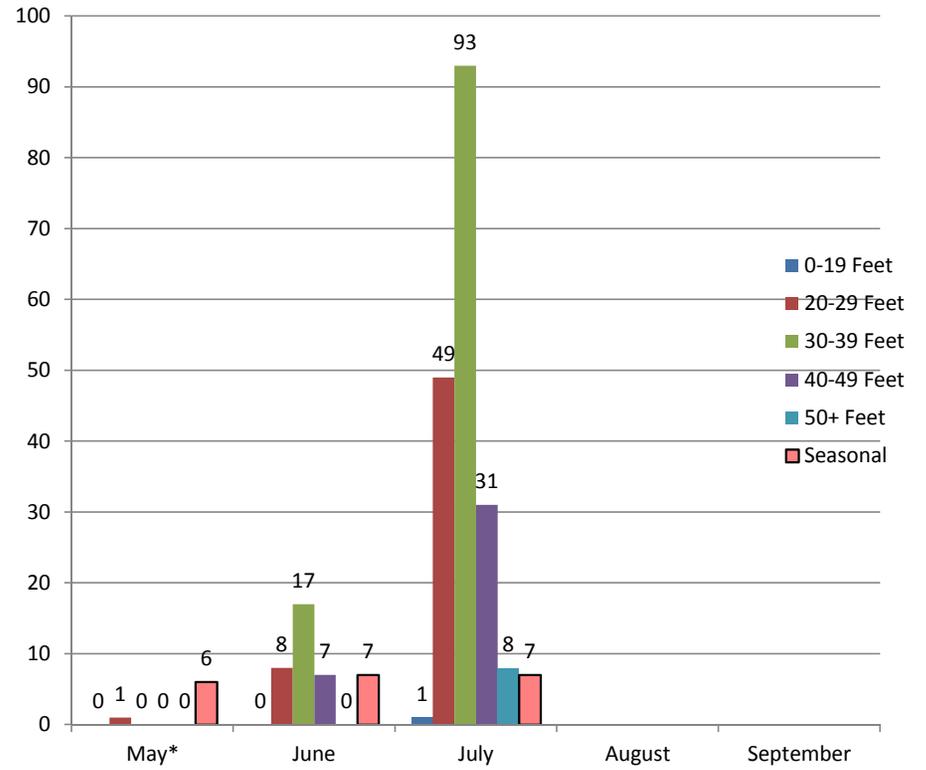


# Manistee Municipal Marina

2013 Boat Census By Boat Length



2014 Boat Census By Boat Length



**NOTE:** The aforementioned numbers do not reflect the seasonal boats at the Manistee Municipal Marina.

## Seasonal Dockage

5 Slips for Private Individuals

United States Coast Guard

Michigan Department of Natural Resources

# Manistee Municipal Marina

## Boaters Survey's for May 2014

### How would you rate your experience in Manistee (1-Lowest to 5-Highest)

Docking and cast off assistance	4.95
Pump out and fueling services	5.00
Were the marina staff courteous and displayed professionalism	5.00
Marina lounges were clean and orderly	4.95
Marina restrooms and showers were clean and well maintained	5.00
The overall condition and level of maintenance of the marina	4.95
Are you likely to return to Manistee Municipal Marina	5.00
Will you recommend our Marina to your friends or other boaters	5.00

Avg. Score      Number of Returned Cards:      **0**

No Survey's were returned in May

### What made you Choose Manistee?

Sheltered port in a storm.	Always love this port
Heading to Beaver Island	Never visited
Previous experience	It's a favorite stop. Have been here many times
Thanks for Squeexing us in.	Along the way north
Other boaters	Recommended by other boaters.
Been Here Before	Nice place/nice stop Pentwater to Frankfort.
Easy day trip-Location	Like Marina, on the way to Wisconsin.
Location/Facilities	Prior visit, friends live in manistee, nice marina.
Past visit.	Like the marina when we visited last year.

Location/town  
Race to Mackinaw

### While in Manistee, did you

Buy Groceries	12
Buy Hardware	5
Visit Museums	4
Go to Casino	1
Walk the River Walk	17
Go to the Beaches	7
Eat on Boat	15
Eat at a Restaurant	18

### Your comments /suggestions are welcomed!

Laura and staff were excellent and offered information on things to do in Manistee

Manistee is an important stop between Ludington and Frankfort.

Top notch marina. Everyone was very courteous and helpful.

Lots to do in Manistee and well documented with brochures and flyers in the marina. Thanks

Very clean marina! Spencer and Jason were very polite and helpful! Love the Marina.

The city is lovely and the marina fantastic-Laura is an exceptional ambassador to your city.

TV would be nice but...who needs TV, not us. Internet was a little weak. Nice attendants. Bought clothes.

We think Laura, the dock master, is the most outstanding of all the dockmasters we ave encountered in 25 years of sailing. We lover her friendliness, efficiency and skill!!

Went to Jazz Concert. The result of the way we were treated is we have invided friends (who will stay in a hotel) to meet us in Manistee next month as we stay in you marina again.

\*We stayed at the marina a bout a week ago nad want to give you some feedback. The little card simply did not allow enough room.

\*Facilities-The docks are fine. A couple need repair. That is obvious to you. The building (lounge, showers, bathrooms, lavatory, etc.) are superior,

\*First Rate. They are clean and well maintained.

\*Staff-The staff is superior, friendly and professional. From the phone call a day or two ahead of time to assistance pulling in and out, they (Laura and Abbey) were wonderful.

\*They were favbulous representatives of your community.

Helpful crew at the marina, thanks.

Cleanest bathrooms EVER and Laura is spectacular! Love her

Great Staff and very new and clean facility.

Thoroughly enjoyed the visit

Internet/WIFI connections are very slow.

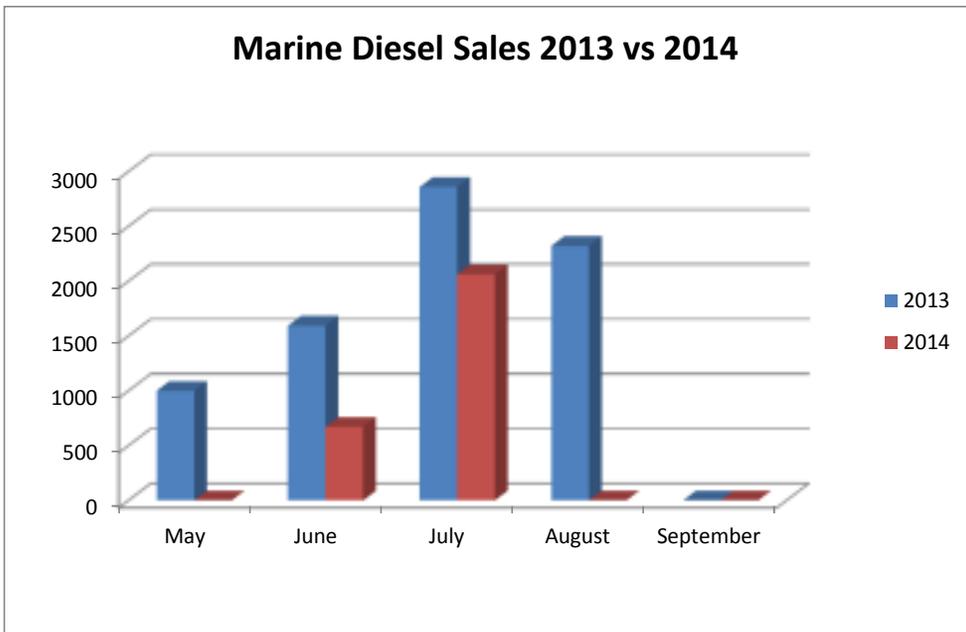
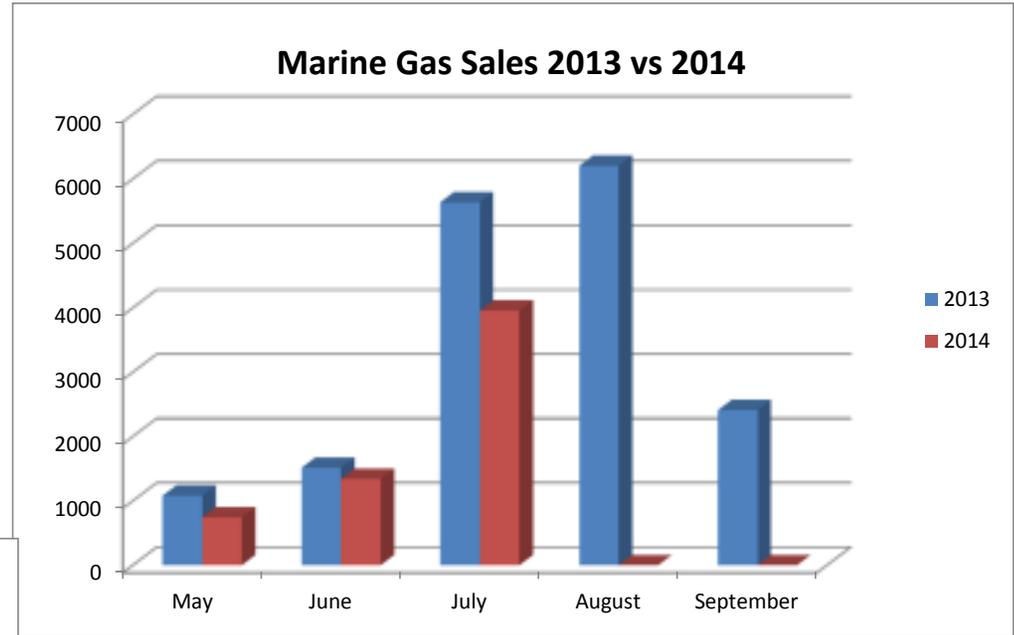
Wonderful facility-will definitely be back!

# Manistee Municipal Marina

## Commodities Sold as of 2013 vs 2014

	2013		2014	
	Gas	Diesel	Gas	Diesel
May	1,080	1,000	745	0
June	1,512	1,595	1,341	672
July	5,635	2,859	3,954	2,063
August	6,200	2,322	0	0
September	2,408	0	0	0
<b>Total Gallons</b>	<b>16,835</b>	<b>7,776</b>	<b>6,040</b>	<b>2,735</b>

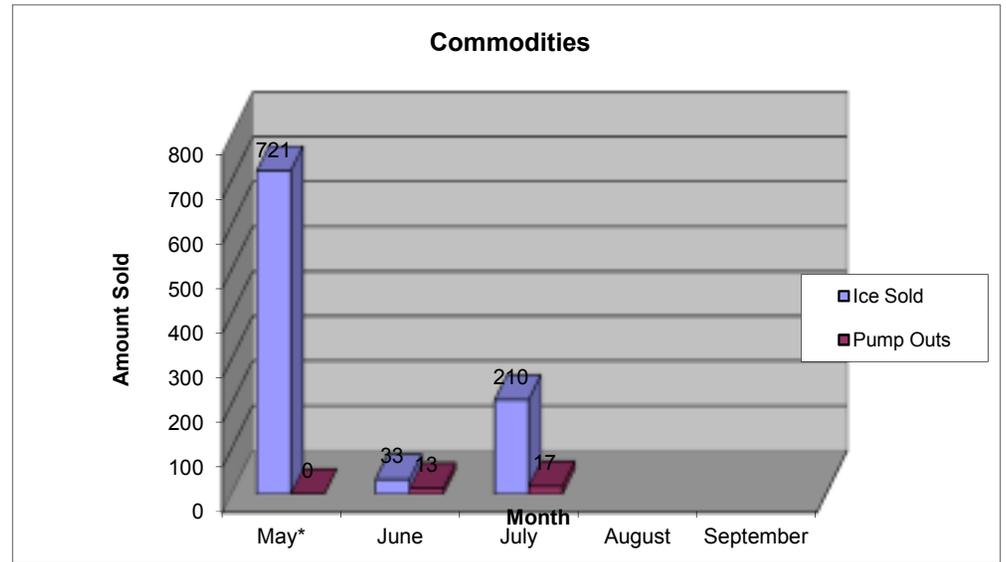
2013 Fuel Numbers from Bills of Lading  
 2014 Fuel Numbers from CAMIS



# Manistee Municipal Marina

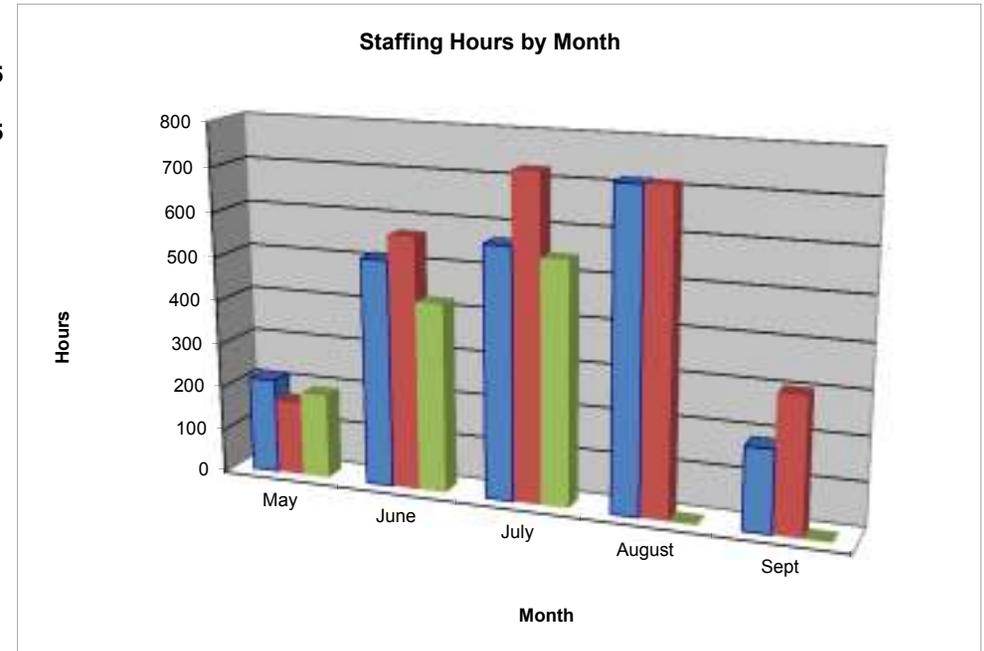
Commodities Sold						
	May	June	July	August	September	
<b>2013</b>						
Ice Sold	4	43	330	204	70	
Pump Outs	0	12	41	47	18	
<b>2014</b>						
Ice Sold	721	33	210			
Pump Outs	0	13	17			

\* A Change to CAMIS Software Is Not Accurate Reporting



## Marina Staffing Hours 2012, 2013 and 2014

Staffing Hours by Month						
Year	May	June	July	August	Sept	Total
2012	216	514	567	715	186.5	2198.5
2013	168	570	728	716	306	2488
2014	192.25	427.25	546	0	0	1165.5



## Scheduled Shifts and Open Hours for 2014

**5/15 to 6/10**  
8am-3pm  
3pm-5pm

**6/11 to 9/2**  
8am-2pm  
12Noon to 6pm  
4pm-9pm

**9/4 to 9/29**

**Open Hours**  
8am-5pm

**Open Hours**  
8am to 9pm

**Open Hours**

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

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

**2012 FIRST STREET BOAT LAUNCH REVENUE**

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

**2013 FIRST STREET BOAT LAUNCH REVENUE**

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

**2014 FIRST STREET BOAT LAUNCH REVENUE**

	<b>PRESEASON</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>TOTALS</b>
Seasonal Permits	35 = \$1,400	113 = \$4,520	95 = \$3,800	126 = \$5,040			
Daily Permits	0	65 = \$650	100 = \$1,000	198 = \$1,980			

**2015 FIRST STREET BOAT LAUNCH REVENUE**

	<b>PRESEASON</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>TOTALS</b>
Seasonal Permits							
Daily Permits							