

Manistee Harbor Commission

Established - November 1931

70 Maple Street, Manistee, Michigan 49660

Agenda

Tuesday, May 19, 2015 at 1 p.m. – Marina Open Space,
480 River Street, Manistee MI 49660

Call to Order

Approval of Agenda

Public Comments on Agenda Items (5 minute limit)

Selection of Vice-Chair

- Thom Smith resigned, Shelly Memberto assumes the Chair position; will need to select a new Vice-Chair

Approval of Minutes

- Minutes of April 21, 2015

Staff Reports

- Harbormaster – Update on Marina Electric Bill, Marina Dock Repairs
- City Manager – Launch Ramp Report, Updated Member Roster, Survey

Committee Reports

- Marketing Committee – LRRCR Bike Sponsorship, Advertisements

Unfinished Business

- Link from Ty Cook on Fisheries Study
- Mayoral Proclamation on Safe Boating Week

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 APRIL 21, 2015**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, April 21, 2015 at 1 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee MI 49660. The meeting was called to order by the Chair at 1:00 p.m.

Roll Call	Present	Excused Absence	Unexcused Absence
Commissioner Bachman	✓		
Commissioner Cook	✓		
Commissioner <i>Vacancy</i>	---	---	---
Commissioner Memberto	✓		
Commissioner Smith	✓		
Commissioner Zaccanelli	✓		
Commissioner Zielinski	✓		
City Manager Ben Bifoss	✓		

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 January 20, 2015 meeting as presented. Discussion on statements by previous City Manager to share the state fishery study with the Harbor Commission. Ty Cook said the study is now online and he will share the link with the Harbor Commission for review and future discussion. Voice vote - Motion carried.

STAFF REPORTS

Harbormaster.

- Marina will open mid-May; Laura will be back for the season, does not anticipate hiring extra staff due to funds. As per past practice, 6,000 gallon fuel tanks were filled at the end of the season at the higher rates. Will lose approximately \$2 per gallon when we sell at the

current lower rates. Zielinski noted that the current electric bill for the marina is still at around \$1,000 a month. Bachman said that they turned off as much as possible but believes that other services are included on the Marina bill like the fountain, clock, and park area surrounding the facility. Riverwalk lights are paid for by the Parks Department. Zielinski and Cook felt these high bills make the Marina look bad with the current budget deficit. Bachman said he would sort this out and get back to the Harbor Commission. Facilities Manager Mark Hansen recently received his underground storage tank license, which provides a backup to Bachman's license. Getting quotes to address docks that have heaved over the winter. Cook noted recent ad in the News Advocate for the Frankfort marina, suggested that the City do the same for our marina.

City Manager.

- Launch Ramp Revenue report included in agenda packet.

1:17 p.m. Dave Bachman left the meeting.

COMMITTEE REPORTS

Marketing Committee - Dave Bachman and Shelly Memberto:

- Committee will hold their first meeting in May. Cook suggested that the committee look at what is left in the advertising budget this year and do something this spring.
- Good feedback from the Little River Casino Resort on sponsoring a few bikes for the marina. A bike rack and storage are two items that still need to be discussed with Dave Bachman. Will email the Harbor Commission with any updates.

UNFINISHED BUSINESS

At their August 19, 2014 meeting the Harbor Commission took action on a Motion recommending Council make the Arthur Street Launch Ramp a pay for use facility. Following discussion there was a consensus to continue to support this concept with recommended implementation by this fall.

NEW BUSINESS None

On behalf of the USCG, Alex Zaccanelli requested the Mayor proclaim May 16-22 as National Safe Boating Week; this request was supported by the Harbor Commission.

Discussed hosting a boat inspection again this year at the Marina and possibly another safe boating class; Zaccanelli will work with the Coast Guard Auxiliary to make this happen.

PUBLIC COMMENTS None.

COMMENTS BY HARBOR COMMISSIONERS

- Ty Cook – interaction still needed with other boards and commissions to foster communication.
- Ty Cook – we should consider some sort of presentation to visiting cruise ships (previously undertaken by the Victorians in Person group).
- Shelly Memberto – Buses from the LRRCR make almost hourly trips through the downtown during the summer season. She will make sure that this type of information is available on the bulletin board at the Marina.

MOTION by Alex Zaccanelli, second by Shelly Memberto to schedule a special meeting for May 19, 2015 at 1 p.m. at the Marina Open Space. Voice vote – motion carried.

ADJOURNMENT

Motion to adjourn at the Call of the Chair at 1:40 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
Annual 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
Annual 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
Annual Total							\$35,050

2015 FIRST STREET BOAT LAUNCH REVENUE (As of 5/11/15)

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	84 = \$3,360	40 = \$1,600					
Daily Permits	31 = \$310	21 + \$210					
Annual Total							

MANISTEE CITY HARBOR COMMISSION

MEMBER ROSTER AS OF MAY 11, 2015

NAME	PHONE	ADDRESS	E-MAIL	TERM / APPOINTED
Tyler Cook	231-723-4387 (h) 231-714-8543 (m)	373 Second Street Manistee MI 49660	cook.jt38@yahoo.com	10/31/16 / (05/11)
Alex Zaccanelli	231-398-0351 (h) 231-864-3373 (w)	457 Fourth Street Manistee MI 49660	paul@bearlake-net.com	10/31/16 / (2/13)
Roger Zielinski	989-329-3081 (m) 231-299-5032 (m)	529 First Street Manistee MI 49660	zielinski.roger@gmail.com	10/13/17 / (07/09)
Shelly Memberto Chair	231-887-4237 (h) 231-398-3968 (w) 816-591-8202 (m)	237 Second Avenue Manistee MI 49660	shellym@lrcr.com	10/31/15 / (10/12)
Vacancy		Manistee MI 49660		10/31/15 / (00/15)
Vacancy		Manistee MI 49660		10/31/15 / (00/15)
Dave Bachman Harbormaster	231-723-2533 (w) 231-887-5053 (m)	City Hall	dbachman@manisteemi.gov	Position required in bylaws / (04/98)
Ben Bifoss Interim City Manager (Non-Voting Ex-Officio)	231-398-2801 (w)	City Hall	bbifoss@manisteemi.gov	/ (04/15)
Cindy Lokovich Recording Secretary	231-398-2801 (w)	City Hall	clokovich@manisteemi.gov	Position required in bylaws / (09/94)

COMMITTEES APPOINTED BY THE CHAIR:

Marketing & Promotions Committee: Memberto, Bachman

WHAT ARE YOUR IDEAS!

TELL US ABOUT RECREATION, PARKS AND TRAILS IN YOUR COMMUNITY AND IN MANISTEE COUNTY!

Survey and Vision Sessions

If you recreate in Manistee County we want to hear your voice! Please take the on-line survey AND if you live here, attend a vision session to tell us in person your needs and ideas about Manistee County and your community's parks, recreation and trails. This information will be used in the preparation of the Manistee County Parks, Recreation and Trail Plan.

YOUR COMMUNITY RECREATION PLAN VISION SESSION

Join the discussion at 6:00pm on any of the days and places listed:

June 2nd Marilla Twp. Hall
9991 Marilla Rd., Copemish

June 9th Stonach Twp. Community Center
2471 Main St., Stonach

June 11th Brethren High School
4400 N. High Bridge Rd., Brethren

June 16th Bear Lake United Methodist
Church
7861 Main St., Bear Lake

June 23rd Springdale Twp. Hall
16227 Lemon Rd., Thompsonville

June 30th Manistee High School
525 Twelfth St., Manistee

VISION SESSIONS ONLY IN JUNE 2015

MANISTEE COUNTY RECREATION PLAN ONLINE SURVEY

Take the on-line survey to tell us about Manistee County's recreation, parks and trails.



[HTTPS://WWW.SURVEYMONKEY.COM/S/RECREATIONPLANSURVEY](https://www.surveymonkey.com/s/recreationplansurvey)

SURVEY OPEN FROM APRIL-JUNE 2015

FOR MORE INFORMATION CALL:

Manistee County Planning Department 231-723-6041 OR Alliance for Economic Success 231-723-4325



SAFE BOATING WEEK PROCLAMATION

WHEREAS, Recreational boating is fun and enjoyable, and while we are fortunate that we have sufficient resources to accommodate the wide variety of pleasure boating, our waterways can become overcrowded at times and be a place of chaos and confusion; and

WHEREAS, Not knowing or obeying the rules of navigation or the nautical "Rules of the Road," drinking alcohol or using drugs, choosing to not wear a life jacket are all examples of human error or a lack of proper judgment; and

WHEREAS, Knowledge and skills are important in reducing human error and improving judgment, taking precautionary measures to protect themselves, their family and friends; and on average, 700 people die each year in boating-related accidents in the U.S.; approximately 70% of these are fatalities caused by drowning; and

WHEREAS, The vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment, or environmental factors; and

WHEREAS, A significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, Today's life jackets are more comfortable, more attractive, and more wearable than styles of years past and deserve a fresh look by today's boating public; now, therefore, be it

RESOLVED, That the Manistee City Council hereby supports the goals of the North American Safe Boating Campaign and proclaims May 16-22, 2015 as National Safe Boating Week and the start of the year-round effort to promote safe boating; and be it further

RESOLVED, That all who boat are encouraged to "Wear It" and practice safe boating habits.

Mayor Colleen Kenny

5/5/15
Dated