

Manistee Harbor Commission

Established - November 1931

70 Maple Street, Manistee, Michigan 49660

Agenda

Tuesday, June 16, 2015 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 May 19, 2015

Staff Reports

- Harbormaster – Update on Marina Electric Bill, Marina Dock Repairs, Charter Boat Docked at Marina
- City Manager – Launch Ramp Revenue Report

Committee Reports

- Marketing Committee – Bike Sponsorship / Racks / Storage

Unfinished Business

- Boat Inspections / Safe Boating Class
-

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 MAY 19, 2015**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, May 19, 2015 at 1 p.m. in the Marina Open Space, 480 River 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 <i>Vacancy</i>	---	---	---
Commissioner Zaccanelli	✓		
Commissioner Zielinski	✓		
City Manager Ben Bifoss		✓	

OTHERS PRESENT: None

APPROVAL OF AGENDA

MOTION by Ty Cook, second by Alex Zaccanelli, to approve the agenda as presented. Voice vote - Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS None.

SELECTION OF VICE-CHAIR

Former Chair Thomas Smith resigned as of May 7, 2015. As per Harbor Commission bylaws the Vice-Chair automatically assumes the Chair and a new Vice-Chair is selected from the membership for the remainder of the term. Alex Zaccanelli was selected as Vice-Chair.

APPROVAL OF MINUTES

MOTION by Alex Zaccanelli, second by Shelly Memberto, to approve the minutes for the April 21, 2015 meeting as presented. Voice vote - Motion carried.

STAFF REPORTS

Harbormaster. Dave Bachman was unable to attend today’s meeting but said he would send a report to members. Marina opened May 15; Laura is back as Marina Manager. Roger Zielinski advised that city staff is looking at possibly prorating electrical bills to bill back for those areas not marina related. Alex Zaccanelli noted that a charter fishing boat has been docked at the marina and he was under the impression that commercial boats were not allowed to dock as a seasonal. This question will be relayed to the Harbormaster.

City Manager.

- Launch Ramp Revenue report included in agenda packet.
- Updated member roster included in agenda packet. Two vacancies currently on the commission, advertised for Council action this evening but no applications received.

COMMITTEE REPORTS

Marketing Committee - Dave Bachman and Shelly Memberto:

- Little River Casino Resort is considering sponsoring bikes for the marina but several questions remain. They would also like to see other entities sponsor bikes too and Alex Zaccanelli will check with the Chamber. Questions remain on bike racks, storage, repairs, insurance coverage, and liability. Bikes could be used for other functions.
- Marina Marketing – Ty and Maralee Cook have been working with Dave Bachman on marketing ideas/ads and they recommended an ad in Great Lakes Boating magazine. Dave Bachman has advised that funds in the marketing line item will now be used to pay for dock repairs. There will be no funds in this year's budget for marketing.

UNFINISHED BUSINESS

- Link from Ty Cook on fisheries study – Link not available, lots of discussion out there; outlook is not positive for fishery. Former Manager met with AES on this issue because of the direct impact to county economic development. Nothing requested of the Harbor Commission at this time.
- Mayor proclaimed Safe Boating Week.
- Boat inspections / safe boating class – USCG held inspections at the marina last week. Alex Zaccanelli is looking at setting up another opportunity along with a boating class later in the season. Mr. Zaccanelli was reminded to check with city staff to book dates to use the marina open space as rentals of the space are increasing. Harbor Commission asked where the funds go from rentals. (Research following the meeting provided this information: There is a line item in the Marina budget called Rental Income. Approximately \$1,870 was received into the Marina fund from rentals this current fiscal year.)

NEW BUSINESS None

PUBLIC COMMENTS None

COMMENTS BY HARBOR COMMISSIONERS None

ADJOURNMENT

Next meeting is scheduled for June 16, 2015 at 1:00 p.m. in the Second Floor Conference Room, City Hall. Motion to adjourn at the Call of the Chair at 1:35 p.m.

Draft - cl

Cynthia Lokovich, CAP-OM
Recording Secretary

2012 - 2013 Rate Structure: \$5 / Daily, \$35 / Seasonal
2013 - 2015 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 6/9/15)

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	84 = \$3,360	69 = \$2,760	19 = \$760				
Daily Permits	31 = \$310	39 = \$390	13 = \$130				
Annual Total							