

Manistee Harbor Commission Agenda

Tuesday, July 17, 2018 at 1:00 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 June 19, 2018

Unfinished Business

- Marina Patio
 - Design Committee Report
 - Finance Committee Report
- Day Dock / Guest Dock Program

Reports

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

New Business

- Other

Public Comment (5 minute limit)

Comments by Harbor Commissioners

Adjourn

Strategic Plan Action Items:

- 1.1.1 Ordinance Review
- 1.1.2 Recruitment
- 2.1.1 Skid Piers
- 2.1.2 Docks
- 2.1.3 Boat Launches
- 3.1.1 Loss Revenue
- 3.1.2 Revenue Sources
- 3.1.3 Expenses
- 4.1.1 Transient Users Needs
- 4.1.2 Change of Focus
- 4.1.3 Early & Late Season
- 5.1.1 Around the Lake Discussions
- 5.1.2 Sister Marina
- 5.1.3 Reach Out to Key Stakeholders
- 6.1.1 Update Website Info
- 6.1.2 Marina Relationships / DDA
- 6.1.3 Update Info in Visitors Guide

HARBOR COMMISSION MINUTES MEETING OF JUNE 19, 2018

A meeting of the Manistee Harbor Commission was held on Tuesday, June 19, 2018 at 1:00 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.

Roll Call	Present	Excused Absence	Unexcused Absence
Commissioner Fritz Boehm	✓		
Commissioner Ty Cook	✓		
Commissioner Tim Kozal	✓		
Commissioner Jim Smith	✓		
Commissioner Alex Zaccanelli		✓	
Commissioner Glenn Zaring	✓		
Commissioner Roger Zielinski	✓		
City Manager Thad Taylor		✓	

OTHERS PRESENT: DPW Director Jeff Mikula

APPROVAL OF AGENDA

MOTION by Roger Zielinski, second by Glenn Zaring, to approve the agenda as submitted. Voice vote - Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS

- None

APPROVAL OF MINUTES

MOTION by Jim Smith, second by Roger Zielinski, to approve the minutes for the April 23, 2018 meeting. Voice vote - Motion carried.

Fritz Boehm arrived at 1:07 p.m.

UNFINISHED BUSINESS

Marina Patio Area. Discussed adding the patio project to the dock repair project. Consensus to keep as two separate projects.

- Design Committee – No report.
- Finance Committee – Glenn Zaring has approached a few financial institutions who advise their funds are used for event marketing; this project has no advertising value. The project might be more sellable after the dock repairs are completed.

Day Dock / Guest Dock Program. No discussion.

STAFF REPORTS

Harbormaster. State will allow the Marina to up the percentage of seasonal docks. Six current seasonal docks; two are used by the USCG and DNR. The increase in seasonal docks should be noted on the Facebook page. The Waterways Commission would accept a grant application for dock repairs in the next cycle; the City can use the Community Foundation grant as matching funds. The kiosk is being repaired this week and is covered by insurance.

Jeff Mikula was present to provide an update on the seiche damage and the Community Foundation grant application. The Foundation grant application fits in the top four priorities set by the Foundation and the City has been approved to submit the full application. Engineer's estimates of the damage have been prepared. The insurance adjustor requested an estimate from an independent marine contractor which came in about 25% higher. The adjustor has requested a second estimate. It would be hard pressed to have repairs completed this season. Insurance will cover a loss of business. Staff levels are down due to the lower number of available docks. Discussed lake level bulletin and high water levels.

City Manager. Reviewed launch ramp revenue report. The police department continues to monitor the area for compliance.

NEW BUSINESS

- *Other* – None.

PUBLIC COMMENTS

- Jeff Mikula – The USACOE will undertake harbor dredging and south breakwall repairs at the end of the month.

OTHER COMMENTS

- Tim Kozal – Noted 100 foot luxury yacht has reserved a stop at the City Marina on September 1. This vessel will be parked along the wall.

ADJOURNMENT

Next meeting is scheduled for July 17, 2018 at 1:00 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee, Michigan.

MOTION to adjourn by Glenn Zaring, second by Fritz Boehm at 1:30 p.m.

Draft - cl

Cynthia Lokovich, CAP-OM
Recording Secretary

BOAT LAUNCH REVENUES**2012 - 2013 Rate Structure: \$5 / Daily, \$35 / Seasonal****2013 - 2016 Rate Structure: \$10 / Daily, \$40 / Seasonal****2018 BOAT LAUNCH REVENUE (As of 07/01/18)**

	PRESEASON	MAY	JUNE	JULY	AUGUST	SEPTEMBER	TOTALS
Seasonal Permits	89 = \$3,560	144 = 5,760	79 = \$3,160	= \$	= \$	= \$	= \$
Daily Permits	15 = \$150	75 = \$750	92 = \$920	= \$	= \$	= \$	= \$
Annual Total							\$

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							\$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							\$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							\$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							\$35,050

BOAT LAUNCH REVENUES**2012 - 2013 Rate Structure: \$5 / Daily, \$35 / Seasonal****2013 - 2016 Rate Structure: \$10 / Daily, \$40 / Seasonal****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

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