

**HARBOR COMMISSION MINUTES
MEETING OF MAY 16, 2012**

A regular meeting of the Manistee Harbor Commission was held on Wednesday, May 16, 2012 at 1:05 p.m. in the Second Floor Conference Room, City Hall, 70 Maple Street, Manistee MI 49660.

Roll Call	Present	Excused Absence	Unexcused Absence
Commissioner Bachman		✓	
Commissioner Cook	✓		
Commissioner Kriskywicz		✓	
Commissioner Schrock		✓	
Commissioner Seng	✓		
Commissioner Spencer	✓		
Commissioner Zielinski	✓		
City Manager Mitch Deisch	✓		

OTHERS PRESENT: Marina Manager Frank Post

APPROVAL OF AGENDA

MOTION by Zielinski, second by Seng to approve the agenda as presented. Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS None.

APPROVAL OF MINUTES

MOTION by Seng, second by Zielinski to approve the minutes for the April 18, 2012 meeting with the correction to include the entire proposed Harbor Commission ordinance amendment as part of the minutes; not as an attachment. Motion carried.

STAFF REPORTS

Marina Building Progress/Punch List. Ty Cook distributed his revised punch list as of 4/15/12. It was noted that outer doors on restrooms should only to be able to be locked on the outside. Amazing job on the floor. Marina Manager felt that there should be minimal maintenance now. Only item left on the interior is the shower curtain height and it has been determined that there is no code violation. Few items remain on the wish list, the largest being the patio area. Harbor Master is securing cost estimates to put in concrete but this will not be completed until funds allow.

Harbormaster. Marina Manager Frank Post gave the report and advised that he attended training on State reservation program. Some modifications were made to resolve some issues. Marina opens tomorrow for the season. Work schedules have been prepared for the season. Finance Department looking for an extra computer for the marina since the State has locked down their computer for reservation program use only. Key system has been installed and programmed. Discussed possible \$5 deposit for key cards to cover cost of replacement if lost or not returned. Discussed security around the marina; difficult to provide complete security in an open and public environment.

City Manager.

- No damages from last night's electrical storm. Recent lightning protection project protected the well fields and generators kicked in as needed.
- Reviewed his memo dated May 15, 2012 that provided an update on the three municipal boat launches. Memo covered Arthur Street, Ninth Street and the First Street boat launches and included status of the facilities, revenues, and current issues. Memo will be kept on file with Harbor Commission records. Questions and comments by Harbor Commission members including a question by Zielinski on making Arthur Street a pay to launch facility. Harbor Commission previously recommended that this facility not be pay to launch. City Manager would push for Arthur Street to become pay to launch if the Ninth Street launch were in better condition.
- State blackout period for dredging ends May 31, dredging contractor slated to be in Manistee sometime during the month of June. The only area to be dredged is near the mouth of the harbor. Recent USACOE soundings in feet shows the river channel is still at appropriate depths. Approximately 25,000-35,000 cubic yards of material will be dredged and placed in the lake south of the harbor.
- Distributed copies of the City Council Ordinance Committee's proposed Harbor Commission Ordinance amendments. Ordinance amendments anticipated to be on the June 5, 2012 Council meeting agenda. An electronic copy will be sent to the Harbor Commission.

COMMITTEE REPORTS

Marketing & Promotion Committee. Continues to investigate magazine articles and ads. Maralee Cook finishing up Ports of Call story / local advertising. Met with DDA Marketing & Promotions Committee; they distributed Forest Festival schedule of events. Ty Cook suggested an open house at the marina during the festival and requested that the committee meet to discuss tours of the marina in conjunction with the duck race, parade or other festival events.

City Manager advised that the DDA Design Committee is also researching the possibility of changing the traffic flow on River Street to two-way and stopping River Street at the marina. They have also discussed the possibility of converting the triangle area into park area and the traffic would flow around the triangle. These are just discussion items at the moment but could impact marina operations in the future.

Ordinance Committee. Committee Members Ross Spencer and Roger Zielinski met with the Council Ordinance Committee on Tuesday, May 15, 2012 to gain their perspective on why they did not accept the ordinance submitted by the Harbor Commission. Mr. Spencer reported that

the Council Ordinance Committee did not want to listen to them before or after the meeting, so there was nothing more to report. Submitted May 15, 2012 committee meeting minutes for the file.

UNFINISHED BUSINESS

Marina Building Cost – Questions & Update. Item dropped from the agenda.

NEW BUSINESS

Boat Launches. Item previously discussed under Manager's report.

Rejection – City Council Ordinance Committee. Item previously discussed under committee reports.

Marina – Second Floor. City Manager advised that City Council has decided to go in the direction of daily rentals and requested that staff draft a policy. Revenue raised will go toward marina debt. Discussed the need for waivers of liability if alcohol is served during an event and briefly discussed marketing; both will be addressed in the Council policy.

PUBLIC COMMENT None.

COMMENTS BY HARBOR COMMISSIONERS

Ross Spencer – Invited all to Airport Open House on May 24, 2012.

Ty Cook – Working on article for Tightlines for Troops.

ADJOURNMENT

MOTION by Zielinski, second by Seng to adjourn at 2:23 p.m.

Respectfully submitted,

Cindy Lokovich, Recording Secretary

c. Harbor Commission Members
Manistee City Council
City Clerk/Bulletin Board