

**HARBOR COMMISSION MINUTES
MEETING OF AUGUST 19, 2014**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, August 19, 2014 at 1 p.m. in the Marina Open Space, 480 River Street, Manistee MI 49660. In the absence of the Chair and Vice-Chair the meeting was called to order by City Manager Mitch Deisch.

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 Mitch Deisch	✓		

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 July 15, 2014 meeting as presented. Voice vote - Motion carried.

STAFF REPORTS

Harbormaster.

- Marina reports for May, June & July were distributed and reviewed. Everything is down for the season. Number one complaint by boaters is the wake in the river early in morning by charter boats. Second complaint is change made to the reservation system to group boats and not charge by actual length of boat.

Last year the Harbor Commission made the decision to move up one rate level. Marina Manager Laura Brennan recommends that the Harbor Commission take action to move back down one level. Extensive discussion on no wake enforcement; Public Safety Director will take wake enforcement under advisement.

MOTION by Ty Cook, second by Alex Zaccanelli to lower the state rate schedule at the marina by one rate level for 2015. Voice vote – Motion carried.

- Extensive discussion on the State reservation system. Difficult system to use and carries a significant cost. However, the City's ability to apply for grant funding is lost if we don't use the system. General consensus to continue with the reservation system to preserve ability to apply for any future grants.

City Manager.

- Launch Ramp Revenue Report as of July 31, 2014 was included in agenda packet.
- Staff working with Amor on no parking signs for the launch ramp wells at First Street. Voluntary compliance has been good recently.

COMMITTEE REPORTS

- Committee meetings with DDA, Chamber, VCB – Vacancy on the Commission due to the resignation of Rosemary Daniels. City Manager will send a letter to the DDA encouraging applications to the Harbor Commission. Discussed the need to look at ordinance and bylaws to see if other stakeholders could be encouraged to become involved in marketing the marina. Discussion to be continued on future agenda and City Manager will invite other stakeholders.
- North Riverwalk Mooring Balls – Research shows that this is very expensive and exposes boats to varying weather conditions which outweighs any revenue. End of discussion.
- Sister City in Wisconsin – Harbor contacted was not interested. Could consider larger city like Manitowoc.
- Mackinaw to Chicago Race Event – Only two boats used the City's marina during this event.
- Ty Cook – New marketing idea for the marina to do a drawing and offer a free night or two to someone currently staying at the marina to encourage them to stay in the area a little longer. Funds to pay for the slip could come from the marketing budget. Interesting idea that needs to be fleshed out a bit. Suggested that drawings could be made by Harbor Commission members. Could generate some goodwill and bring back customers. Marketing Committee will work on this idea and Bachman will update the Harbor Commission by email on the program.

UNFINISHED BUSINESS

- Arthur Street Launch / Pay for Use Facility and a Backup Pay Tube at First Street Launch – City staff moving forward to install a pay tube at the First Street launch as a way to provide an alternative if the auto-attendant is down. Discussed installing a pay tube at Arthur Street Launch.

MOTION by Roger Zielinski, second by Ty Cook to make a recommendation to City Council to make the Arthur Street Launch Ramp a pay for use facility for future maintenance revenues; and direct staff to create and install a system at Arthur Street. Voice vote – Motion carried.

- Ninth Street Launch Ramp – No report.

NEW BUSINESS None.

PUBLIC COMMENTS None.

COMMENTS BY HARBOR COMMISSIONERS None.

ADJOURNMENT

Next meeting is scheduled for Tuesday, October 21, 2014 in the Second Floor Conference Room, City Hall.

MOTION by Roger Zielinski, second by Ty Cook to adjourn at 2:00 p.m.



Cynthia Lokovich, CAP-OM
Recording Secretary