

**HARBOR COMMISSION MINUTES
MEETING OF APRIL 18, 2017**

A regular meeting of the Manistee Harbor Commission was held on Tuesday, April 18, 2017 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: Marketing Vendor Maralee Cook

APPROVAL OF AGENDA

MOTION by Roger Zielinski, second by Jim Smith, to approve the agenda as presented. Voice vote - Motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS

- None

APPROVAL OF MINUTES

MOTION by Roger Zielinski, second by Glenn Zaring, to approve the minutes for the January 17, 2017 meeting as presented. Voice vote - Motion carried.

STAFF REPORTS

Harbormaster. Welcomed Tim Kozal, new Public Safety Director and Harbormaster for the City of Manistee.

City Manager. Distributed launch ramp revenue report; use of both ramps has picked up. Fan on the auto-attendant has been replaced and the system is up and running at First Street.

Marketing Vendor. Maralee Cook provided an update on her efforts to market the marina. Both local golf courses will partner with the Marina by picking up boaters to play their courses and offer rental equipment if needed. Discussed Facebook posts and boosted posts that market the marina to targeted areas along the lakeshore, Lansing, Grand Rapids, Ohio, Indiana, and Illinois. Reviewed boater survey cards and noted several areas of concern that should be addressed prior to opening the marina. Maralee Cook and DDA Director Tyler Leppanen will continue to collaborate on marketing efforts. Downtown businesses have agreed to supply brochures and other marketing materials to the marina for the boater card rack. Funds are still available in the marketing line item to continue this arrangement through June 30,

2017.

UNFINISHED BUSINESS

- None

NEW BUSINESS

- Discussion on Ideas / Opportunities to Partner with the DDA. Discussed looking at an event to host during the return days of the Chicago to Mackinaw race. DDA could co-host an event on both Facebook pages. Discussed possible fish boil with the Lions or Elks Club. Fritz Boehm will check with the clubs for their interest. Hard to pinpoint a date as returning sailors all travel differently but suggested the weekend after the race. Another suggestion was to offer business discounts to boaters who present verification of their participation in the race as an incentive to stay at the marina.
- Discussion on Ideas / Opportunities to Partner with the Parks Commission. Ty Cook noted the blurry line that separates areas of responsibility between the Harbor Commission and the Parks Commission. Harbor Commission is responsible for the building and docks. Parks Department will be taking care of most maintenance items. Ty Cook presented photos of the “patio” area west of the building. Development of this area into a hard surface patio has been discussed in the past. It all comes down to funding. City Staff will review, come up with options, and look at as a future capital improvement project. The drainage issue needs to be addressed first; sprinklers in this area will be disconnected. Fritz Boehm noted that the entire marina property needs to be power-washed prior to opening.

Jim Smith and Roger Zielinski left the meeting at 1:50 p.m.

PUBLIC COMMENTS

- USCG Officer Metzel – was invited by the Harbormaster to attend. No comments.

OTHER COMMENTS

- Discussed the Tight Lines for Troops event in May. Boaters will still use the marina but the main event will be held at First Street Beach.
- Ty Cook – requested that the next meeting be held in the marina lounge.

ADJOURNMENT

Next meeting is scheduled for June 20, 2017 at 1:00 p.m. in the Boaters Lounge, Manistee Municipal Marina, 480 River Street, Manistee, Michigan.

MOTION to adjourn by Fritz Boehm, second by Glenn Zaring at 1:55 p.m.

Cynthia Lokovich, CAP-OM
Recording Secretary