CITY OF HARBOR SPRINGS
HARBOR COMMISSION MEETING MINUTES
July 15, 2015

Chairman Jim Bartlett called the meeting to order at 4:00 PM in the Harbor Springs City Council Chambers, 160 Zoll Street, Harbor Springs, MI, 49470

1. **Roll Call and Verification of a Quorum**

Present: Jim Bartlett, Bill McCullough, Al Dika, Tom Graham, Jr., Casey Guild, Keith McGlaughlin, Fred Rachwitz, Flicka Regan, and Dick Schiller

Absent: Laura Kors

Also Present: City Manager Tom Richards, Harbormaster Michael Johnson, Tina Honeysette, MaryEllen Hughes, and Jordan Dutcher

2. **Approval of Minutes**

Motion was made by Regan, second by McCullough, to approve the June 15, 2015 regular meeting minutes.

Ayes – 6
Nays – 0
Absent – Laura Kors

3. **Public Comments - Correspondence**

Mary Ellen Hughes, resident of Harbor Springs requested that a Petoskey News Review vending box be placed at the Harbor Master building. It would allow community to be aware of various opportunities in the area.

By consensus, the Board approved the request to allow the newspaper vending box at the building. Chairman Bartlett asked that it be kept clean, neat, and have fresh papers every day.

[Enter Casey Guild at 4:08 p.m.]

4. **Old Business**

A. **Seasonal Slip Wait List / Assignment Policy. Review of Revised Policy**

Motion by Bartlett, second by Regan, to approve the revised municipal marina wait list / slip assignment policy.

Ayes – 7
Nays – 0
Absent – Laura Kors
B. **Update Harbormaster Building Improvements/Renovation Design**

Richards stated that a meeting was scheduled for tomorrow morning with the designers to continue discussion of the Harbormaster Building design now that the direction has changed from two buildings to a single building. The design committee has considered alternate waterfront locations, taking into account the many variables including visibility for the staff, waterfront views for the public, locations of underground utilities, parking and other priorities. The final design will add the proposed laundry facilities without sacrificing space requirements for restrooms, shower, office, storage and other necessities. Richards said he expected to have more to present at the August meeting.

Bartlett stated that the work done so far reflects the input received from the Commission, City Council and waterfront design committee.

Rachwitz asked if there was any reason to consider any other kind of changes. He noted that if the building would be completely redesigned, it opens up possibilities.

Richards stated that while the design has changed, the design team is still working to minimize any expansion in size to only those items that are necessary.

Bartlett stated that we are headed in the right direction.

C. **Update, Ford Park Tree Removal/Thinning Discussion**

Richards stated after our discussion of thinning trees on ease side of the Irish building and west side of park property, it was proposed that removal of every other tree would help ease the congestion and ease of the impact of those trees on the building. He said that in the opinions expressed by professionals serving on the City’s Tree Board, those trees will do just fine if the vegetation on the west side of the trees was trimmed back significantly. In the opinion of the professionals, he said if those trees are pruned appropriately it should not affect the health of the trees. Direction was given to the DPW to be aggressive in trimming those trees on the west side and will make the area more accessible for the kayaks.

McGlaughlin recommended pruning the branches 6’ up, allowing easier access to the kayak storage customers.

[Enter Al Dika at 4:15 p.m.]

Richards stated from a cost standpoint the more aggressive, but less frequent pruning would likely be more cost effective.

D. **Ford Park – Lights**

Richards stated that staff is working on Weque style posts and shades that we can get in different depths with similar look. He noted that deeper shades will help hide any
glare from the lamp. He added that staff is getting some LED bulbs that have a much broader spread. He hoped to have some samples by next meeting, all built up, so we can judge if we like the look, and then work on a location design for good lighting coverage.

E. Harbormaster’s Report

[Enter Dick Schiller at 4:22]

Johnson stated that the numbers compared to last year are about 50% lower. Last year we were at $77,000 at this point and this year we are just short of $40,000. He noted that all marinas are reporting declines this year with weather conditions possibly being a factor. He reported that the seasonal docks and moorings are fully occupied. Johnson said we had a decent July 4th and that staff had done great job. He noted the help from Emmet County recycling for the holiday. He also mentioned that the improved kayak ramp has been well received.

Bartlett asked the Commission to give thought to increasing the number of seasonal slips in the future if the level of transient activity continues to remain low.

5. New Business

The commission addressed Jack Burley’s email regarding a designated parking spot for Mary Jane Kologima. Bartlett asked Harbormaster Mike Johnson to discuss this with Mary Jane and get her feedback for next Harbor Commission meeting in August.

Bartlett asked if anyone on the Commission had any comments about the new parking spaces for the food trucks, on the south side of Bay St. near the Harbormasters office. He noted that the arrangement is using spaces previously available for the general public.

Richards stated that the agreement was for a parking spot for only the actual food vending vehicle and that support vehicles were to be parked elsewhere. He stated that he would address the concerns of support vehicles taking up prime parking spaces.

Dika stated that he would prefer to send them in the overflow parking area. Main units okay but support cars elsewhere.

6. Open Forum

No comments were offered.

7. Adjournment

With no further business, Chairman Barlett adjourned the meeting at 4:35 p.m. and stated that the next Harbor Commission meeting is scheduled for August 19, 2015 at 4:00 p.m.