

# **City of Alpena Harbor Advisory Committee**

## **Meeting Minutes 4:30 p.m., Thursday, November 4, 2021**

The meeting was called to order at 4:30 p.m.

Committee members present: Al Moe, Wayne Lewis, Tanner Kostelic, Steve Wilson, Jason Luther

Committee members absent: Ed Retherford, Don LaBarre, Jeremy Winterstein

Staff present: Shannon Smolinski, Rachel Smolinski, Cassie Stone

Others present: Eric Szymanski (NEMCOG)

APPROVAL OF AGENDA –Motion by Lewis, Second by Moe, Motion carried.

APPROVAL OF MINUTES – October 7, 2021 -Motion by Moe, Second by Lewis, Motion carried.

HARBORMASTER’S REPORT: Currently pursuing a grant that offers \$100,000 if the invested match is \$30,000. Two of the projects that seem to fit into the grants right now are the fixed docks and putting some money into fixing up the shop. Prices for fixed docks would cost roughly \$150,000 - \$200,000. By investing money into the shop at the Marina, the shop could get sided, new windows, fix the bathroom inside for the employees use and do some heat improvements and remodel a little bit of the storefront such as the flooring area. Some money would be left over to be able to use on the apartment located upstairs. These upgrades are estimated at roughly \$135,000 which would be more reasonable to match rather than the dock system cost. It could be possible to get the dock system funded from Waterways. \$100,000 grant is due November 18<sup>th</sup>. Doing the potable water system in house that was over budgeted when it went out for bids would leave \$20,000 left over to put toward the grant match. Going to try and talk to Home Depot about possibly helping fix up the Boater’s Lounge. If the apartment upstairs was fixed up nicely, it shouldn’t be a problem to rent out with the possibility of \$175-\$200 a night. Members agreed to move forward with grant to fix up the building. Three letters of support are needed by next week to submit with the grant.

## BUSINESS:

1. Master Plan
  - Project List – Shannon reminded members to email her a project list by Friday to get a priority list for what direction to go in at the marina with the grants. Eric mentioned adding other programs to be involved in in case funding does come up.
  
2. Operations Updates
  - Wait List Application – If there is no response either by phone or letter, you will be treated as described above sentence isn't necessary and should be removed from the wait list application.
  
  - SOP – Complimentary Slip Procedures – These are standard operating procedures on how business is running and right now the Marina does not have many. The committee needs to spend some time this winter working on them. Shannon has included a complimentary dockage SOP that needs to be filled out for the next meeting so we can define what complimentary dockage means to the public and have rules in place when we go to send out the request for proposals for businesses to operate in the building. Shannon is going to send out a list to members who has been receiving comp dockage. Shannon is also going to reach out to Denny in Charlevoix regarding SOPs.
  
3. Marina Pride
  - Potential Project List – Shannon provided a list of possible volunteer projects needed at the meeting.
  
  - Available Service Groups – Jason Luther's building traits class, Boy Scouts, Eagle Scouts, National Honor Society, Rotary, groups at ACC, Lions Club, Yacht Club and possibly the Exchange Club were discussed.

4. Critical Issues

- Progress Report – Brackets on the fenders have been getting fixed and around the fence and dumpster has been cleaned up. Going to move the dumpster closer to the fish cleaning station to allow more space by the mechanics shop to park boats that are getting repaired. Lines are blown out and water is off for the season. Pumps are scheduled to get winterized the third week of November. All boats are pulled for the season. Seventeen boats ended up getting pulled last week. Shannon stated she is very impressed with all Arlee and Reid's hard work and to thank them for a job well done if anyone sees them.

PUBLIC COMMENTS: Tom Cutler expressed that he is very impressed and pleased with all of the hard work happening at the marina. Kudos goes out to Shannon and City staff. Cutler has had his boat here on and off for the last thirty three years. Cutler added that the Marina has so much potential and very happy with the direction its headed in.

MEMBER'S COMMENTS: Eric mentioned possibly looking into AHS Robotics for dredging cycle or docks.

STAFF COMMENTS: None

NEXT MEETING: Set for December 2, 2021, at 4:30 p.m.

ADJOURNMENT: Motion by Kostelic, Second by Lewis