



MARINA COMMITTEE MEETING AGENDA

Tuesday, October 13, 2015 at 2:00 p.m.

Sister Bay Fire Station 2258 Mill Road

For additional information check: www.sisterbaywi.gov

Call Meeting to Order

Deviations from the agenda order shown may occur.

Roll Call

| | | | | | |
|---|-------------------------------------|--------------------------|---------------------------------------|-------------------|--------------------------|
| 1 | Chair – John Clove | <input type="checkbox"/> | 2 | Shane Solomon | <input type="checkbox"/> |
| 3 | Pat Duffy | <input type="checkbox"/> | 4 | Greg Sunstrom | <input type="checkbox"/> |
| 5 | Kevin Roberts | <input type="checkbox"/> | 6 | Jeff Flegel - Alt | <input type="checkbox"/> |
| 7 | Dan Jungwirth - Alt | <input type="checkbox"/> | <i>Marina Manager – Nicole Krauel</i> | | <input type="checkbox"/> |
| | <i>Administrator – Zeke Jackson</i> | <input type="checkbox"/> | | | <input type="checkbox"/> |

Approval of minutes as published

Comments and Correspondence

Business Items

1. Consider a motion to convene into Executive Session pursuant to Wis. Stats., §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
2. Consider a motion to reconvene into Open Session.
3. Consider a motion to take action, if required.
4. Review of the marina financial statements.
5. Review of 2016 Marina Budget; consider a motion for action to refer to Finance/Board for further action.
6. Discussion on a 2016 agenda calendar; consider a motion for action if necessary.
7. Discussion on marina activities with Marina Manager.
8. Consider a motion to discuss matters to be placed on a future agenda or referred to a committee, official or employee.

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at zeke.jackson@sisterbaywi.gov.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. weekdays).

| | | |
|---|----------------------------------|--------------------------------------|
| I hereby certify that I have posted a copy of this agenda at the following locations: | | |
| <input type="checkbox"/> Administration Building | <input type="checkbox"/> Library | <input type="checkbox"/> Post Office |
| Name _____ / _____ | | |

1 **MARINA COMMITTEE MEETING MINUTES**
2 **FRIDAY, SEPTEMBER 18, 2015**
3 **Sister Bay-Liberty Grove Fire Station – 2258 Mill Road**
4 **(APPROVAL PENDING)**
5

6 The September 18, 2015 meeting of the Marina Committee was called to order by Chairperson
7 John Clove at 9:32 P.M.

8
9 **Present:** Chairperson Clove, and members Pat Duffy, and Fuzzy Sunstrom.

10
11 **Excused:** Shane Solomon and Dan Jungwirth

12
13 **Others:** John Bulin, Greg Diltz, Steve Eatough and Chris Hecht

14
15 **Staff Members:** Marina Manager Nicole Krauel, and Assistant Administrator Janal Suppanz.

16
17 **Approval of the agenda:**

18 *A motion was made by Sunstrom, seconded by Duffy that the Agenda for the September 18,*
19 *2015 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.*

20
21 **Approval of minutes as published:**

22 **As to the minutes for the May 27, 2015 meeting of the Marina Committee:**

23 *A motion was made by Sunstrom, seconded by Duffy that the minutes for the May 27, 2015*
24 *meeting of the Marina Committee be approved as presented. Motion carried – All ayes.*

25
26 **Comments, correspondence and concerns from the public:**

27 Clove asked if anyone wished to comment regarding a non-agenda item.

28
29 Greg Diltz requested that the members of the audience be allowed to comment during the
30 course of this meeting, and Clove responded that he would allow that.

31
32 Steve Eatough pointed out that it is nearly impossible to get to the pump-out at the Marina as a
33 large yacht is docked in that location. He believes “it is the wrong answer” when people are
34 told to go to Yacht Works if they cannot gain access to the pump out area. Clove noted that the
35 Committee members are aware of the pump-out situation and will be addressing that issue
36 when discussion takes place regarding the Capital Improvement Program.

37
38 **Business Items:**

39 **Item No. 1. Discussion regarding the Marina tip policy; Consider a motion for action if**
40 **necessary:**

41 In the past all tips which were given to Marina employees were held until the end of the season
42 and distributed as “wages” at year-end. Distribution of tips such a long time after meaningful
43 labor has been performed is unlikely to significantly incentivize some employees. Krauel
44 believes that Marina employees will make a greater effort to provide “good service” if tips are
45 distributed on a more frequent basis. If the new procedure is implemented tips would still be
46 pooled.

47
48 Sunstrom indicated that he believes the persons who are provided tips should be allowed to
49 retain those tips as not all the Marine employees provide the same level of service, and Greg
50 Diltz agreed. Kraul responded that this would really not be fair, since depending upon job

1 assignments not all employees will get an opportunity to directly deal with or help boaters.
2 Sunstrom then suggested that a “taking turns” job assignment system be utilized.

3
4 *A motion was made by Duffy, seconded by Clove that the Marina Manager is authorized to*
5 *establish a new internal tip distribution policy. In accord with that policy, tips which are*
6 *received at the Sister Bay Marina will be distributed to Marina employees on a more frequent*
7 *basis. To that end, none of the tips which are received at the Marina will be turned over to the*
8 *employees in the Administration Office. Motion carried – All ayes.*

9
10 **Item No. 2. Review of marketing for 2015:**

11 Data concerning the special events which were conducted at the Marina was included in the
12 meeting packets and the Committee members jointly reviewed it. Jackson spoke with a number
13 of transient boaters, and they did like the special events. Several of those individuals informed
14 him that they came to the Marina because the special events were being conducted. Questions
15 did arise as to whether the seasonal slip holders were invited to the events, and Clove indicated
16 that he believes that should occur from now on. He also believes more efforts should be made
17 to promote the events within the boating community. To that end the Marina Manager shall see
18 that regular e-mail blasts are sent out.

19
20 Diltz indicated that he believes the special event concept is good, but does not believe the
21 established fee of \$20 which was charged this year is reasonable for events like a barbeque.

22
23 *It was the consensus that up to three special events at which traditional Door County food and*
24 *drink is provided shall be conducted at the Sister Bay Marina in 2016. All seasonal and transient*
25 *guests at the Marina shall be invited to those events, and a concerted effort shall be made to*
26 *keep ticket prices reasonable. (The suggested price point shall be \$10 to \$15 per ticket).*

27
28 *It was also the consensus that a “Welcome” bag should be provided to every transient boater*
29 *who utilizes the Marina.*

30
31 Jackson noted that at the present time a wayfinding signage study is being conducted at the
32 Village Hall. To his knowledge no boaters have responded to cards which were mailed to them
33 or distributed to local businesses.

34
35 Jackson noted that Marina Fest was conducted on the Saturday and Sunday of Labor Day
36 weekend. The question arose as to whether or not that event was profitable, and Jackson
37 responded that some accounting work still has to be completed, but he does believe this year’s
38 revenues were comparable to last year’s. Positive as well as negative comments were received
39 about Marina Fest, and all of those comments will be taken into consideration when planning is
40 done for next year.

41
42 Discussion took place regarding whether the second day of Marina Fest activities should
43 continue, and Chris Hecht, the Fire Chief, noted that the Fire Department will commit to
44 participating in an extended event if that is what the Village decides to do, but this year’s
45 second day was not profitable for them, especially in light of the fact that the volunteer pool is
46 so slim. On the other hand, some of the business owners informed Jackson that their business
47 was up considerably on the Sunday of Labor Day weekend.

48
49 **Item No. 3. Review of the financial statements:**

50 Financial statements for the Marina were included in the meeting packets and the Committee

1 members also reviewed that documentation.

2
3 **Item No. 4. Discussion regarding the 2016 Marina Budget; Consider a motion to refer the**
4 **proposed Marina budget for 2016 to the Finance Committee for further action:**

5 Diltz noted that up until this year the Marina was always open until sunset, and the seasonal
6 boaters have become accustomed to that type of service. If the goal is to make the Marina a
7 “premier destination”, that type of service must continue. Sunstrom and Hecht agreed. John
8 Bulin noted that he has seen a number of people coming in from a sail or cruise after the
9 Marina has closed. Discussion took place regarding this issue, and it was the consensus that the
10 Marina hours shall be extended to 9:00 P.M. from the last week of June through Labor Day.
11 Krauel cautioned that it could be difficult to satisfy budgetary staffing constraints if that occurs,
12 and, therefore, she may have to hire another staff member next year.

13
14 A draft of the proposed budget for the Marina for 2016 was included in the meeting packets,
15 and the Committee members jointly reviewed that documentation. Some amendments were
16 suggested, and Jackson took note of them. One of those items was elimination of the Operating
17 Transfer to the General Fund of \$15,000.00. (Duffy and Sunstrom stressed that the Marina
18 Committee only authorized this action for one year.) The Committee members also indicated
19 that they believe the Marina should receive further relief from the PILOT, and pointed out that
20 there appear to be errors on the formulas which are contained on the final page of the Budget
21 spreadsheet.

22
23 *A motion was made by Duffy, seconded by Sunstrom that the recommendation is made to the*
24 *Finance Committee that the 2016 Budget for the Sister Bay Marina which was reviewed at this*
25 *meeting be approved as amended. Motion carried – All ayes.*

26
27 *At 11:43 A.M. Sunstrom indicated that he had another obligation and left the meeting.*

28
29 **Item No. 5. Discussion on the 2016 Marina Capital Improvement Program; Consider a motion**
30 **for action if necessary:**

31 *It was the consensus that Agenda Item No. 5 – Discussion on the 2016 Marina Capital*
32 *Improvement Program, shall be tabled until the next meeting of the Marina Committee.*

33
34 **Item No. 7. Review of the Boathouse Lease for 2016; Consider a motion for action, if**
35 **necessary:**

36 Scott and Mary Mueller, long-time Marina patrons, expressed interest in renting the Boathouse
37 from May 1, 2016 through October 31, 2016, and pursuant to the agreement which was
38 eventually entered into with them they will be paying an annual rental fee of \$18,500. A copy
39 of a proposed Lease was included in the meeting packets. Suppanz and Krauel noted that the
40 Muellers rented the Boathouse during 2015 and were very good renters. It has not been as easy
41 to rent the Boathouse to transient guests as Village officials had originally thought. In fact, it is
42 still available for Pumpkin Patch weekend and Fall Fest weekend, and, therefore, it makes the
43 most sense to enter into the previously mentioned Lease.

44
45 The Committee members reviewed the draft of the Mueller’s Lease for 2016, and during the
46 review process Suppanz noted that the Muellers have a boat and trailer it up here from time to
47 time. As a matter of course, Boathouse tenants are entitled to the use of a designated slip at the
48 Marina, but since the Muellers didn’t need that slip on a regular basis they agreed to give the
49 Marina Manager at least two weeks advance notice if they actually wished to utilize the
50 Boathouse slip. This arrangement worked quite well in 2015, and Krauel was able to rent the

1 Boathouse slip out to other boaters on several occasions. The Muellers would like to enter into
2 a similar agreement in 2016, and Suppanz and Krauel are recommending that an applicable
3 provision be included in the new Lease. The Committee members concurred. Clove pointed out
4 that he believes the Lease should contain a provision which states that the Muellers will be
5 billed for the electrical service at the Boathouse, and again the Committee members concurred.

6
7 Clove noted that Scott Mueller has informed him that he would like to enter into a long-term
8 Lease for the Boathouse. He suggested that Village officials contact Mueller ASAP to negotiate a
9 Lease for 2017 and 2018.

10
11 **Item No. 6. Discussion regarding Marina activities with the Marina Manager:**

12 Krauel gave the following oral report:

- 13 • During the week there is a "skeleton crew" working at the Marina, but the staff members
14 who are still in high school do work on the weekends.
- 15 • The Marina staff members who worked for Marina Fest each received a bonus of
16 \$150.00.
- 17 • The Marina Office painting project has been completed.
- 18 • The Marina and docks have been treated for spiders. A residual product which is safe
19 around water has been utilized. Clove and Duffy requested that the dock cleats also be
20 sprayed.
- 21 • Marina staff members will continue to work on replacement of light bulbs at the Marina.
- 22 • A soda machine has been installed at the Marina.
- 23 • Efforts will be made to make the pump-out station more accessible.
- 24 • The launch set-up at the Marina is less than ideal, but whenever possible efforts are being
25 made to assist boaters who utilize the launch ramp.
- 26 • A number of transient boaters have made favorable comments about the Marina.
- 27 • The wagons which are currently utilized at the Marina will be replaced with dock carts.
- 28 • Income which was realized as the result of renting transient slips on Marina Fest weekend
29 was up considerably. "Welcome" packets were provided to those individuals, and they
30 were well received.
- 31 • Some congestion was realized at the launch ramp during Marina Fest and efforts will be
32 made to address those issues during next year's festival.
- 33 • "Buckshot" the miniature pony was quite tired after Marina Fest, but he really enjoyed his
34 time in the Marina Fest Petting Zoo.

35
36 **Item No. 7. Consider a motion to discuss matters to be placed on a future agenda or**
37 **referred to a committee, official or employee:**

38 *The Marina Committee's recommendation concerning the 2016 Marina Budget will be*
39 *referred to the Finance Committee.*

40
41 **Adjournment:**

42 *Due to the fact that a quorum was no longer present the meeting was adjourned without a*
43 *formal motion to adjourn at 12:19 P.M.*

44
45 Respectfully submitted,

46 

47 Janal Suppanz, Assistant Administrator

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

MARINA FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|-------------------------------|-------------------------------------|-------------------|-------------------|--------------------|------------------------|
| <u>PUBLIC CHARGES</u> | | | | | |
| 201-46741-00-0000 | MARINA FEST | 44,800.25 | 44,800.25 | .00 | 44,800.25 .00 |
| 201-46751-00-0000 | SEASONAL SLIP FEES | 338,256.64 | 336,256.64 | 339,472.00 (| 3,215.36) 99.05 |
| 201-46752-00-0000 | DAILY DOCKING FEES | 113,639.12 | 113,639.12 | 119,295.00 (| 5,655.88) 95.26 |
| 201-46753-00-0000 | LAUNCH FEES | 11,213.58 | 11,213.58 | 12,000.00 (| 786.42) 93.45 |
| 201-46755-00-0000 | MARINA SERVICES | 142.20 | 142.20 | 400.00 (| 257.80) 35.55 |
| 201-46761-00-0000 | COMMERCIAL DOCKING | 47,191.82 | 47,191.82 | 76,730.00 (| 29,538.18) 61.50 |
| 201-46764-00-0000 | PRODUCT SALES | 2,122.21 | 2,122.21 | 2,200.00 (| 77.79) 96.46 |
| 201-46767-00-0000 | VENDING SALES | .00 | .00 | 750.00 (| 750.00) .00 |
| 201-46768-00-0000 | WASHER/DRYER | 567.18 | 567.18 | 200.00 | 367.18 283.59 |
| 201-46900-00-0000 | MISC CHARGES FOR SERVICES | 41.72 | 41.72 | 100.00 (| 58.28) 41.72 |
| | TOTAL PUBLIC CHARGES | 555,974.72 | 555,974.72 | 551,147.00 | 4,827.72 100.88 |
| <u>MISCELLANEOUS REVENUES</u> | | | | | |
| 201-48110-00-0000 | INTEREST ON INVESTMENTS | 366.37 | 366.37 | 600.00 (| 233.63) 61.06 |
| 201-48260-00-0000 | BLDG RENTAL - BOATHOUSE | 12,920.04 | 12,920.04 | 15,000.00 (| 2,079.96) 86.13 |
| 201-48500-00-0000 | DONATIONS | 259.48 | 259.48 | .00 | 259.48 .00 |
| 201-48990-00-0000 | MISC OTHER REVENUE | 214.18 | 214.18 | 200.00 | 14.18 107.09 |
| | TOTAL MISCELLANEOUS REVENUES | 13,760.07 | 13,760.07 | 15,800.00 (| 2,039.93) 87.09 |
| | TOTAL FUND REVENUE | 569,734.79 | 569,734.79 | 566,947.00 | 2,787.79 100.49 |

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

MARINA FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|-------------------|----------------------------|-------------------|-------------------|-----------------------------|----------------|
| MARINA EXP | | | | | |
| 201-55101-00-0000 | WAGES, MANAGER | 27,167.23 | 27,167.23 | 25,254.00 (1,913.23) | 107.58 |
| 201-55101-32-0000 | MANAGER, MARINA FEST | 58.06 | 58.06 | .00 (58.06) | .00 |
| 201-55105-00-0000 | WAGES, ADMIN | 8,023.50 | 8,023.50 | 9,585.00 1,561.50 | 83.71 |
| 201-55105-04-0000 | MAINTENANCE, PARKS | 7,860.37 | 7,860.37 | 8,180.00 319.63 | 96.09 |
| 201-55105-08-0000 | DOCKMASTERS, PART-TIME | 39,076.15 | 39,076.15 | 39,796.00 719.85 | 98.19 |
| 201-55105-32-0000 | WAGES, MARINA FEST | 2,540.71 | 2,540.71 | .00 (2,540.71) | .00 |
| 201-55110-08-0000 | OVERTIME, DOCKMASTERS | 171.55 | 171.55 | 199.00 27.45 | 86.21 |
| 201-55111-00-0000 | BONUSES, DOCKMASTERS | 750.00 | 750.00 | 4,306.00 3,556.00 | 17.42 |
| 201-55112-00-0000 | UNWORKED WAGES | 654.70 | 654.70 | .00 (654.70) | .00 |
| 201-55115-00-0000 | RETIREMENT | 1,361.69 | 1,361.69 | 3,894.00 2,532.31 | 34.97 |
| 201-55120-00-0000 | SOCIAL SECURITY | 4,931.54 | 4,931.54 | 7,827.00 2,895.46 | 63.01 |
| 201-55125-00-0000 | INSURANCE, MEDICAL | 4,783.65 | 4,783.65 | 13,748.00 8,964.35 | 34.80 |
| 201-55130-00-0000 | INSURANCE, DENTAL | 451.51 | 451.51 | 1,099.00 647.49 | 41.08 |
| 201-55135-00-0000 | INSURANCE, DISABILITY | 182.00 | 182.00 | 480.00 298.00 | 37.92 |
| 201-55140-00-0000 | INSURANCE, GROUP LIFE | 29.30 | 29.30 | 66.00 36.70 | 44.39 |
| 201-55145-00-0000 | INSURANCE, WORK COMP | 5,012.61 | 5,012.61 | 6,656.00 1,643.39 | 75.31 |
| 201-55155-00-0000 | TRANSFER TO TKH | .00 | .00 | (6,089.00) (6,089.00) | .00 |
| 201-55190-00-0000 | BENEFIT FEES AND PENALTIES | 31.15 | 31.15 | .00 (31.15) | .00 |
| | PERSONNEL | 103,085.72 | 103,085.72 | 115,001.00 11,915.28 | 89.64 |
| 201-55201-00-0000 | TRAVEL/TRAINING | 2,248.35 | 2,248.35 | 1,000.00 (1,248.35) | 224.83 |
| 201-55205-00-0000 | RECRUIT/TESTING/PHYSICALS | 430.00 | 430.00 | 40.00 (390.00) | 1,075.00 |
| 201-55210-00-0000 | EXPENSE ALLOWANCE | 6.14 | 6.14 | 150.00 143.86 | 4.09 |
| 201-55215-00-0000 | UNIFORMS & CLOTHING | 493.00 | 493.00 | 600.00 107.00 | 82.17 |
| | INDIRECT EMPLOYEE | 3,177.49 | 3,177.49 | 1,790.00 (1,387.49) | 177.51 |
| 201-55340-00-0000 | MARINA UTILITIES | 19,568.66 | 19,568.66 | 20,000.00 431.34 | 97.84 |
| 201-55341-00-0000 | BOATHOUSE UTILITIES | 1,263.11 | 1,263.11 | 2,000.00 736.89 | 63.16 |
| 201-55360-00-0000 | TELEPHONE | 545.28 | 545.28 | 750.00 204.72 | 72.70 |
| 201-55365-00-0000 | CELL PHONES | 588.97 | 588.97 | 600.00 11.03 | 98.16 |
| 201-55370-00-0000 | INTERNET | 1,460.62 | 1,460.62 | 1,000.00 (460.62) | 146.06 |
| 201-55375-00-0000 | CHARTER TV | 874.11 | 874.11 | 840.00 (34.11) | 104.06 |
| | UTILITY COSTS | 24,300.75 | 24,300.75 | 25,190.00 889.25 | 96.47 |

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

MARINA FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|--|-------------------|-------------------|------------------|---------------------|----------------|
| 201-55401-00-0000 OFFICE SUPPLIES | 420.50 | 420.50 | 400.00 | (20.50) | 105.12 |
| 201-55405-00-0000 COMPUTER HARDWARE/SOFTWARE | 655.42 | 655.42 | 340.00 | (315.42) | 192.77 |
| 201-55410-00-0000 PRINTING AND COPYING | 602.32 | 602.32 | 25.00 | (577.32) | 2,409.28 |
| 201-55415-00-0000 POSTAGE | 465.94 | 465.94 | 200.00 | (265.94) | 232.97 |
| 201-55420-00-0000 DUES & PUBLICATIONS | 290.00 | 290.00 | 800.00 | 510.00 | 36.25 |
| 201-55430-00-0000 CUSTODIAL SUPPLIES | 2,299.02 | 2,299.02 | 2,000.00 | (299.02) | 114.95 |
| 201-55434-00-0000 SUPPLIES FOR RESALE | 1,864.92 | 1,864.92 | 1,455.00 | (409.92) | 128.17 |
| 201-55435-00-0000 VENDING SUPPLIES (SODA) | .00 | .00 | 600.00 | 600.00 | .00 |
| 201-55440-00-0000 MEDICAL & SAFETY | .00 | .00 | 97.00 | 97.00 | .00 |
| 201-55460-00-0000 MINOR EQUIPMENT | 42.99 | 42.99 | 150.00 | 107.01 | 28.66 |
| 201-55465-00-0000 SERVICE EQUIPMENT | 611.88 | 611.88 | 500.00 | (111.88) | 122.38 |
| 201-55470-00-0000 RECREATION EQUIP/SUPPLIES | 53.93 | 53.93 | 100.00 | 46.07 | 53.93 |
| 201-55475-00-0000 BICYCLES | .00 | .00 | 800.00 | 800.00 | .00 |
| 201-55490-00-0000 AMENITIES | 620.93 | 620.93 | 750.00 | 129.07 | 82.79 |
| 201-55495-00-0000 MISCELLANEOUS SUPPLIES | 12.98 | 12.98 | 200.00 | 187.02 | 6.49 |
| SUPPLIES | 7,940.83 | 7,940.83 | 8,417.00 | 476.17 | 94.34 |
| 201-55501-00-0000 AUDIT | 3,210.00 | 3,210.00 | 3,100.00 | (110.00) | 103.55 |
| 201-55502-00-0000 ACCOUNTING SUPPORT | 1,630.35 | 1,630.35 | 1,900.00 | 269.65 | 85.81 |
| 201-55503-00-0000 CREDIT CARD FEES | 7,944.91 | 7,944.91 | 7,500.00 | (444.91) | 105.93 |
| 201-55504-00-0000 INFORMATION TECHNOLOGY | 1,002.48 | 1,002.48 | 600.00 | (402.48) | 167.08 |
| 201-55510-00-0000 CONSULTING | 769.00 | 769.00 | .00 | (769.00) | .00 |
| 201-55515-00-0000 LEGAL SERVICES | 457.00 | 457.00 | 500.00 | 43.00 | 91.40 |
| 201-55525-00-0000 PROPERTY/LIABILITY INSURANCE | 7,621.86 | 7,621.86 | 11,000.00 | 3,378.14 | 69.29 |
| 201-55532-00-0000 MARKETING/PUBLICITY | 6,297.20 | 6,297.20 | 8,000.00 | 1,702.80 | 78.71 |
| 201-55535-00-0000 WEBSITE SUPPORT | 506.66 | 506.66 | 500.00 | (6.66) | 101.33 |
| 201-55551-00-0000 GARBAGE PICKUP | 2,165.37 | 2,165.37 | 1,800.00 | (365.37) | 120.30 |
| 201-55552-00-0000 RECYCLING | 147.18 | 147.18 | 300.00 | 152.82 | 49.06 |
| 201-55565-00-0000 MARINA COMMITTEE | 160.00 | 160.00 | 800.00 | 640.00 | 20.00 |
| 201-55567-00-0000 FESTIVAL/EVENT COSTS | 68,614.82 | 68,614.82 | .00 | (68,614.82) | .00 |
| 201-55570-00-0000 PERMITS & FEES | 227.00 | 227.00 | 150.00 | (77.00) | 151.33 |
| 201-55595-00-0000 MISC SERVICES | .00 | .00 | 100.00 | 100.00 | .00 |
| SERVICES | 100,753.83 | 100,753.83 | 36,250.00 | (64,503.83) | 277.94 |
| 201-55601-00-0000 OFFICE EQUIPMENT | 382.37 | 382.37 | 300.00 | (82.37) | 127.46 |
| 201-55615-00-0000 GROUNDS MAINTENANCE | 73.78 | 73.78 | 250.00 | 176.22 | 29.51 |
| 201-55635-00-0000 WEED CONTROL SERVICES | 3,178.19 | 3,178.19 | 3,200.00 | 21.81 | 99.32 |
| 201-55640-00-0000 BUILDING MAINTENANCE | 1,416.37 | 1,416.37 | 4,000.00 | 2,583.63 | 35.41 |
| 201-55641-00-0000 BOATHOUSE MAINTENANCE | 1,039.35 | 1,039.35 | 1,500.00 | 460.65 | 69.29 |
| 201-55647-00-0000 DOCK MAINTENANCE | 7,030.89 | 7,030.89 | 20,000.00 | 12,969.11 | 35.15 |
| 201-55675-00-0000 EQUIPMENT RENTAL | .00 | .00 | 150.00 | 150.00 | .00 |
| MAINTENANCE | 13,120.95 | 13,120.95 | 29,400.00 | 16,279.05 | 44.63 |

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2015

MARINA FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|---|------------------|---------------|------------------|---------------|----------------|
| 201-55701-00-0000 VEHICLE MAINTENANCE | 123.95 | 123.95 | 200.00 | 76.05 | 61.98 |
| 201-55705-00-0000 EQUIPMENT MAINTENANCE | 402.05 | 402.05 | 485.00 | 82.95 | 82.90 |
| 201-55710-00-0000 GAS/OIL/FLUIDS | 315.61 | 315.61 | 300.00 | (15.61) | 105.20 |
| VEHICLES AND EQUIPMENT | 841.61 | 841.61 | 985.00 | 143.39 | 85.44 |
| 201-55910-00-0000 BAD DEBT EXP | 277.00 | 277.00 | .00 | (277.00) | .00 |
| 201-55930-00-0000 BANK FEES & FINANCE CHARGES | .00 | .00 | 50.00 | 50.00 | .00 |
| 201-55950-00-0000 MISC OTHER EXP | .00 | .00 | 100.00 | 100.00 | .00 |
| 201-55971-00-0000 DEPRECIATION EXPENSE | 179,166.70 | 179,166.70 | 215,000.00 | 35,833.30 | 83.33 |
| 201-55986-00-0000 INTEREST ON LONG-TERM DEBT | 92,624.37 | 92,624.37 | 92,624.00 | (.37) | 100.00 |
| 201-55992-00-0000 MARINA PILOT TRANSFER | 106,983.30 | 106,983.30 | 128,380.00 | 21,396.70 | 83.33 |
| MISCELLANEOUS | 379,051.37 | 379,051.37 | 436,154.00 | 57,102.63 | 86.91 |
| TOTAL MARINA EXP | 632,272.55 | 632,272.55 | 653,187.00 | 20,914.45 | 96.80 |
| TOTAL FUND EXPENDITURES | 632,272.55 | 632,272.55 | 653,187.00 | 20,914.45 | 96.80 |
| NET REVENUES OVER EXPENDITURES | (62,537.76) | (62,537.76) | (86,240.00) | (18,126.66) | (72.52) |

Village of Sister Bay 2016 Annual Budget

| | | 2013 | 2014 | 2014 | 2014 | 2015 | 2015 | 2016 |
|-------|------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | Fund 201 / Department 55 | Actual | Budget | Estimate | Actual | Budget | Estimate | Budget |
| | Marina Enterprise Fund | | | | | | | |
| | Revenues | | | | | | | |
| | Public Charges for Services | | | | | | | |
| 46741 | Festivals (Marina Fest) | 8,910 | 8,500 | 6,000 | 5,869 | 8,500 | 15,708 | 17,500 |
| 46751 | Seasonal Fees | 339,482 | 339,472 | 303,800 | 313,728 | 339,472 | 337,000 | 345,000 |
| 46752 | Transient Fees | 108,226 | 119,295 | 107,500 | 109,259 | 119,295 | 101,888 | 112,000 |
| 46753 | Launch Fees | 11,305 | 12,000 | 12,000 | 12,018 | 12,000 | 11,236 | 12,000 |
| 46754 | Bike Rental | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 46755 | Marina Services | 389 | 400 | 200 | 228 | 400 | 133 | 200 |
| 46759 | Discounted Sales | | | | | | | -7,500 |
| | Subtotal | \$468,311 | \$479,667 | \$429,500 | \$441,101 | \$479,667 | \$465,965 | \$479,200 |
| | Commercial Revenues | | | | | | | |
| 46761 | Commercial Docking | 75,597 | 76,730 | 76,730 | 76,733 | 76,730 | 76,730 | 76,730 |
| 46764 | Product Sales (incl. ice) | 2,158 | 2,500 | 1,936 | 1,942 | 2,200 | 2,200 | 2,200 |
| 46767 | Vending Sales (Soda) | 765 | 750 | 750 | 566 | 750 | 35 | 350 |
| 46768 | Washer/Dryer | 266 | 250 | 160 | 231 | 200 | 567 | 300 |
| 46900 | Misc. Charges | 0 | 100 | 0 | 0 | 100 | 20 | 25 |
| | Subtotal | \$78,786 | \$80,330 | \$79,576 | \$79,471 | \$79,980 | \$79,552 | \$79,605 |
| | Miscellaneous Revenues | | | | | | | |
| 48110 | Interest on Investments | 1,353 | 1,200 | 680 | 813 | 600 | 620 | 670 |
| 48260 | Boathouse Rental | 10,243 | 12,500 | 14,175 | 13,291 | 15,000 | 13,671 | 19,500 |
| 48500 | Donations | 0 | 0 | 0 | 83 | 0 | 150 | 0 |
| 48910 | Refunds | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 48990 | Miscellaneous Other Revenues | 157 | 300 | 170 | 264 | 200 | 200 | 200 |
| | Subtotal | \$11,752 | \$14,000 | \$15,025 | \$14,451 | \$15,800 | \$14,641 | \$20,370 |
| | Transfers | | | | | | | |
| 49210 | Transfer from General Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 49240 | Transfer from CIP Fund | 0 | 25,000 | 25,000 | 25,000 | 0 | 0 | 0 |
| | Subtotal | \$0 | \$25,000 | \$25,000 | \$25,000 | \$0 | \$0 | \$0 |
| | Total Revenues | \$558,848 | \$598,997 | \$549,102 | \$560,023 | \$575,447 | \$560,158 | \$579,175 |

Village of Sister Bay 2016 Annual Budget

| Fund 201 / Department 55 | 2013 Actual | 2014 Budget | 2014 Estimate | 2014 Actual | 2015 Budget | 2015 Estimate | 2016 Budget |
|---|-----------------|------------------|-----------------|-----------------|------------------|------------------|------------------|
| Marina Enterprise Fund | | | | | | | |
| Expenditures | | | | | | | |
| Direct Employee Costs | | | | | | | |
| 55101 Wages, Manager | 22,020 | 26,131 | 23,500 | 25,610 | 40,254 | 37,000 | 40,000 |
| 55105 Wages, Admin | 7,935 | 8,736 | 8,737 | 8,737 | 9,585 | 9,495 | 13,860 |
| 55105 Maintenance, Parks | 11,827 | 20,835 | 8,220 | 7,919 | 8,180 | 10,756 | 12,427 |
| 55105 Wages, Seasonal | 34,760 | 39,818 | 27,600 | 31,101 | 39,796 | 39,000 | 39,466 |
| 55110 Wages, Overtime | 1,357 | 1,182 | 10 | 8 | 199 | 180 | 223 |
| 55111 Bonuses | 392 | 1,615 | 470 | 465 | 4,306 | 750 | 1,807 |
| 55115 Retirement | 1,379 | 3,535 | 955 | 1,137 | 3,894 | 1,785 | 2,640 |
| 55120 Social Security | 6,135 | 7,521 | 5,243 | 5,536 | 7,827 | 6,545 | 6,234 |
| 55125 Insurance, Medical | 4,020 | 3,950 | 1,605 | 1,657 | 13,748 | 6,432 | 5,496 |
| 55130 Insurance, Dental | 296 | 298 | 218 | 244 | 1,099 | 602 | 420 |
| 55135 Insurance, Disability | 166 | 152 | 108 | 117 | 480 | 241 | 340 |
| 55140 Insurance, Group Life | 76 | 65 | 33 | 38 | 66 | 36 | 10 |
| 55145 Insurance, Work Comp | 4,240 | 4,518 | 3,163 | 3,180 | 6,656 | 5,018 | 6,003 |
| 55150 Unemployment Costs | 693 | 1,200 | 0 | 0 | 0 | 0 | 0 |
| 55155 Transfer to TKH | 0 | 0 | 0 | 0 | -6,089 | 0 | 0 |
| Subtotal | \$95,296 | \$119,556 | \$79,862 | \$85,748 | \$130,001 | \$117,840 | \$128,926 |
| Indirect Employee | | | | | | | |
| 55201 Travel/Training | 1,719 | 1,200 | 750 | 1,073 | 1,000 | 2,248 | 500 |
| 55205 Recruitment/Testing/Physicals | 0 | 0 | 10 | 10 | 40 | 430 | 200 |
| 55210 Expense Allowance | 222 | 200 | 80 | 122 | 150 | 6 | 200 |
| 55215 Uniforms and Clothing | 716 | 600 | 273 | 285 | 600 | 493 | 900 |
| 55225 Recognition | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Subtotal | \$2,657 | \$2,000 | \$1,113 | \$1,490 | \$1,790 | \$3,177 | \$1,800 |
| Utility Costs | | | | | | | |
| 55340 Marina Utility Costs | 19,811 | 21,150 | 19,376 | 22,061 | 20,000 | 23,787 | 24,000 |
| 55341 Boathouse Utilities | 1,953 | 2,800 | 1,404 | 1,348 | 2,000 | 1,400 | 1,350 |
| 55360 Telephone | 691 | 840 | 733 | 735 | 750 | 730 | 750 |
| 55365 Cellphones | 160 | 800 | 578 | 932 | 600 | 816 | 900 |
| 55370 Internet | 618 | 700 | 2,582 | 4,092 | 1,000 | 1,973 | 2,000 |
| 55375 Charter TV (Boathouse only from 2014) | 6,810 | 7,000 | 1,379 | 1,868 | 840 | 1,221 | 567 |
| Subtotal | \$30,043 | \$33,290 | \$26,052 | \$31,036 | \$25,190 | \$29,928 | \$29,567 |
| Supplies | | | | | | | |
| 55401 Office Supplies | 311 | 500 | 100 | 257 | 400 | 409 | 400 |
| 55405 Computer Hardware/Software | 160 | 350 | 727 | 1,507 | 340 | 655 | 5,000 |

Village of Sister Bay 2016 Annual Budget

| Fund 201 / Department 55 | 2013 | | 2014 | | 2014 | | 2015 | | 2016 | |
|--|----------|----------|----------|----------|----------|----------|--------|----------|--------|----------|
| | Actual | Budget | Estimate | Actual | Budget | Estimate | Budget | Estimate | Budget | Budget |
| Marina Enterprise Fund | | | | | | | | | | |
| 55410 Printing and Copying | 440 | 500 | 400 | 296 | 400 | 338 | | | | |
| 55415 Postage | 262 | 300 | 150 | 266 | 200 | 600 | | | | |
| 55420 Dues and Publications | 250 | 800 | 125 | 125 | 800 | 290 | | | | |
| 55430 Custodial Supplies | 1,719 | 2,000 | 2,050 | 1,831 | 2,000 | 2,455 | | | | |
| 55434 Supplies For Resale | 1,305 | 1,500 | 1,200 | 1,227 | 1,455 | 1,700 | | | | |
| 55435 Vending Supplies (Soda) | 530 | 750 | 500 | 436 | 600 | 0 | | | | |
| 55440 Medical and Safety | 0 | 100 | 0 | 0 | 97 | 0 | | | | |
| 55460 Minor Equipment | 37 | 250 | 100 | 73 | 150 | 50 | | | | |
| 55465 Service Equipment | 0 | 500 | 500 | 0 | 500 | 612 | | | | |
| 55470 Recreation Equip/Supplies | 499 | 100 | 57 | 57 | 100 | 24 | | | | |
| 55475 Bicycles | 0 | 800 | 800 | 0 | 800 | 0 | | | | |
| 55490 Amenities (coffee & shower supplies) | 458 | 450 | 619 | 598 | 750 | 600 | | | | |
| 55495 Miscellaneous Other Supplies | 395 | 400 | 119 | 119 | 200 | 25 | | | | |
| Subtotal | \$6,367 | \$9,300 | \$7,447 | \$6,791 | \$8,792 | \$7,758 | | | | \$13,000 |
| Other Services | | | | | | | | | | |
| 55501 Audit | 2,970 | 3,000 | 3,000 | 1,920 | 3,100 | 3,210 | | | | |
| 55502 Accounting Support | 175 | 300 | 1,923 | 1,745 | 1,900 | 1,630 | | | | |
| 55503 Credit Card Fees | 7,503 | 7,500 | 7,000 | 6,787 | 7,500 | 7,762 | | | | |
| 55504 Information Technology (10%) | 0 | 200 | 400 | 470 | 600 | 1,002 | | | | |
| 55510 Consulting Services | 980 | 0 | 105 | 350 | 0 | 500 | | | | |
| 55515 Legal Services | 628 | 500 | 0 | 475 | 500 | 500 | | | | |
| 55525 Property/Liability Insurance | 7,483 | 7,500 | 10,794 | 5,769 | 11,000 | 7,622 | | | | |
| 55530 Legal Notices (formerly ads) | 0 | 0 | 0 | 14 | 0 | 0 | | | | |
| 55532 Marketing/Publicity | 2,679 | 4,000 | 2,111 | 2,146 | 8,000 | 4,500 | | | | |
| 55535 Website Support | 428 | 500 | 300 | 184 | 500 | 507 | | | | |
| 55551 Rubbish Disposal | 1,739 | 1,800 | 1,500 | 1,550 | 1,800 | 2,000 | | | | |
| 55552 Recycling | 233 | 500 | 250 | 319 | 300 | 200 | | | | |
| 55565 Marina Committee | 1,040 | 800 | 600 | 400 | 800 | 120 | | | | |
| 55567 Festival/Event Costs | 18,820 | 18,500 | 15,000 | 16,510 | 18,500 | 28,754 | | | | |
| 55570 Permits & Fees | 690 | 200 | 145 | 220 | 150 | 227 | | | | |
| 55595 Misc. Other Services | 0 | 100 | 0 | 0 | 100 | 0 | | | | |
| Subtotal | \$45,368 | \$45,400 | \$43,128 | \$38,859 | \$54,750 | \$58,534 | | | | \$58,960 |
| Maintenance | | | | | | | | | | |
| 55601 Office Equip Maint/Postage Meter | 59 | 100 | 300 | 240 | 300 | 350 | | | | |
| 55605 Computer Maintenance | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| 55615 Grounds Maintenance | 184 | 500 | 200 | 212 | 250 | 100 | | | | |
| 55635 Weed Control Services | 3,031 | 3,100 | 3,178 | 3,178 | 3,200 | 3,178 | | | | |

Village of Sister Bay 2016 Annual Budget

| Fund 201 / Department 55 | 2013 Actual | 2014 Budget | 2014 Estimate | 2014 Actual | 2015 Budget | 2015 Estimate | 2016 Budget |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Marina Enterprise Fund | | | | | | | |
| 55640 Building Maintenance | 1,907 | 4,500 | 1,750 | 3,840 | 4,000 | 1,500 | 2,000 |
| 55641 Boathouse Maintenance | 1,884 | 2,000 | 50 | 332 | 1,500 | 913 | 1,000 |
| 55647 Dock Maintenance | 81,575 | 25,000 | 5,025 | 11,027 | 20,000 | 7,940 | 15,000 |
| 55675 Equipment Rental | 0 | 250 | 0 | 0 | 150 | 0 | 150 |
| Subtotal | \$88,640 | \$35,450 | \$10,503 | \$18,829 | \$29,400 | \$13,981 | \$21,900 |
| Vehicles and Other | | | | | | | |
| 55701 Vehicle Maintenance (Club Car) | 0 | 250 | 0 | 36 | 200 | 150 | 100 |
| 55705 Equipment Maintenance | 586 | 500 | 410 | 457 | 485 | 450 | 450 |
| 55710 Gas/Oil/Fluids | 292 | 250 | 256 | 367 | 300 | 250 | 400 |
| Subtotal | \$878 | \$1,000 | \$666 | \$859 | \$985 | \$850 | \$950 |
| Non-Operating Expenses | | | | | | | |
| 55910 Bad Debt Exp | 107 | 0 | 0 | 0 | 0 | 227 | 0 |
| 55920 Penalties & Fines | 26 | 0 | 0 | 0 | 0 | 0 | 0 |
| 55930 Bank Fees & Finance Charges | 17 | 50 | 30 | 30 | 50 | 0 | 50 |
| 55950 Miscellaneous Other Exp. | 0 | 100 | 0 | 0 | 100 | 0 | 100 |
| 55971 Depreciation Expense | 214,205 | 225,000 | 225,000 | 202,311 | 215,000 | 200,000 | 200,000 |
| 55975 Other Non-Operating Exp. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Subtotal | \$214,354 | \$225,150 | \$225,030 | \$202,341 | \$215,150 | \$200,227 | \$200,150 |
| Debt | | | | | | | |
| 55986 Interest on Long-Term Debt | 81,833 | 78,602 | 78,602 | 78,385 | 77,766 | 77,766 | 76,694 |
| 55986 Interest payable to TID Fund for Loan | 16,300 | 15,587 | 15,587 | 15,587 | 14,859 | 14,859 | 14,116 |
| Subtotal | \$98,133 | \$94,189 | \$94,189 | \$93,972 | \$92,624 | \$92,625 | \$90,810 |
| Transfers | | | | | | | |
| 55991 Operating Transfer to General Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 55992 PILOT Payment | 161,905 | 161,905 | 161,905 | 161,905 | 128,380 | 128,380 | 126,356 |
| Subtotal | \$161,905 | \$161,905 | \$161,905 | \$161,905 | \$128,380 | \$128,380 | \$126,356 |
| Total Expenses | \$743,641 | \$727,240 | \$649,894 | \$641,831 | \$687,062 | \$653,300 | \$672,419 |
| Expense Summary | | | | | | | |
| Operating Expenses | 269,249 | 245,996 | 168,770 | 183,613 | 250,908 | 232,068 | 255,103 |
| Depreciation & other Non-Operating Exp | 214,354 | 225,150 | 225,030 | 202,341 | 215,150 | 200,227 | 200,150 |
| Debt Service | 98,133 | 94,189 | 94,189 | 93,972 | 92,624 | 92,625 | 90,810 |
| Capital, Other Transfers | 161,905 | 161,905 | 161,905 | 161,905 | 128,380 | 128,380 | 126,356 |
| Total | \$743,641 | \$727,240 | \$649,894 | \$641,831 | \$687,062 | \$653,300 | \$672,419 |

Village of Sister Bay 2016 Annual Budget

| Fund 201 / Department 55 Marina Enterprise Fund | 2013 | | 2014 | | 2015 | | 2016 | |
|---|---------------------------|-------------------------|-------------------------|------------------------|-------------------------|------------------------|------------------------|--|
| | Actual | Budget | Estimate | Actual | Budget | Estimate | Budget | |
| Net Income/(Loss) without Non-Cash | (\$184,792) (\$95,021) | (\$128,243) \$34,110 | (\$100,792) \$61,562 | (\$81,808) \$57,856 | (\$111,615) \$23,260 | (\$93,143) \$34,733 | (\$93,244) \$33,889 | |
| Beginning Net Asset Balance | 1,956,057 | 1,759,663 | 1,771,265 | 1,771,265 | 1,670,473 | 1,689,457 | 1,596,314 | |
| Prior period adjustment | | | | | | | | |
| Ending Net Asset Balance | \$1,771,265 | \$1,631,420 | \$1,670,473 | \$1,689,457 | \$1,558,858 | \$1,596,314 | \$1,503,070 | |
| <i>Proof to Audit (p. 14)</i> | <i>1,771,265</i> | | | <i>1,689,453</i> | | | | |
| Adjust for Other Sources and Uses of Cash | | | | | | | | |
| Long-Term Advance from TIF @2% | -35,683 | -36,397 | -36,397 | -36,397 | -37,124 | -37,124 | -37,867 | |
| Subtract Debt Principal | -88,750 | -26,250 | -26,250 | -26,250 | -35,000 | -35,000 | -35,000 | |
| Add Depreciation | 214,205 | 225,000 | 225,000 | 202,311 | 215,000 | 200,000 | 200,000 | |
| Subtract Capital Expenses | 0 | -54,000 | -54,000 | 0 | -8,000 | 0 | 0 | |
| Subtotal | \$89,772 | \$108,353 | \$108,353 | \$139,664 | \$134,876 | \$127,876 | \$127,133 | |
| Net Change in Cash Position | -\$95,021 | -\$19,890 | \$7,562 | \$57,856 | \$23,260 | \$34,733 | \$33,889 | |
| Estimated Net Cash Available | | | | | | | | |
| Beginning of Year | \$227,207 | \$244,449 | \$132,186 | \$224,559 | \$139,748 | \$282,415 | \$317,148 | |
| At Year-End | \$132,186 | \$224,559 | \$139,748 | \$282,415 | \$163,008 | \$317,148 | \$351,037 | |
| Available Net Assets Balance (after loan payments and capital exp, but before depreciation) | \$1,861,037 | \$1,739,773 | \$1,778,827 | \$1,829,121 | \$1,693,733 | \$1,724,190 | \$1,630,203 | |
| Capital Expense Projections | | | | | | | | |
| roof replacement | | 29,000 | | | | | | |
| future dock maintenance | | | | | | | | |
| new bathrooms | | 25,000 | 54,000 | | | | | |
| other- van and boathouse | | | | | 8,000 | | | |
| future projects subtotal | | \$54,000 | | | \$8,000 | | | |



2016 Marina Committee Meetings

JANUARY— Waitlist, Policy & Procedures, Capital Planning

FEBRUARY— Innovation, Marketing.

MARCH—Seasonal Slips, Policy & Procedures

APRIL—Seasonal Tenant Return, 2016 Season Final Plans Review

MAY—Marina Opening, Operation

JUNE—Meet and Greet with Staff/Emergency Meeting

JULY—Emergency Meeting Only

AUGUST—Emergency Meeting Only

SEPTEMBER—Optional Meeting

OCTOBER—Budget, Capital,

NOVEMBER—End of Season Review, Marketing, Tenant Renew-

DECEMBER—Policy and Procedures, Capital, Marketing

January

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

February

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | | | | | |

March

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

April

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

May

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

June

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

July

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

August

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

September

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

October

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

November

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

December

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |