



MARINA COMMITTEE MEETING AGENDA

Monday, November 16, 2015 at 4:00 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	Andy Hallet	<input type="checkbox"/>
3	Pat Duffy	<input type="checkbox"/>	4	Greg Sunstrom	<input type="checkbox"/>
5	Dan Jungwirth	<input type="checkbox"/>	6	Jeff Flegel - Alt	<input type="checkbox"/>
7	- Alt	<input type="checkbox"/>	<i>Marina Manager – Nicole Krauel</i>		
	<i>Administrator – Zeke Jackson</i>	<input type="checkbox"/>			<input type="checkbox"/>

Approval of minutes as published

Comments and Correspondence

Business Items

- Discussion on the 2015 season, planning session and brainstorming for 2016 season; consider a motion for action if necessary.
- Discussion on 2016 marketing plan; consider a motion for action if necessary.
- Discussion on 2016 Tenant Renewal; consider a motion for action if necessary.
- Review of YTD 2015 Financials.
- Discussion on Marina Capital Projects.
 - Fuel Dock and Grants available.
 - Mobile pumpout station and associated fees.
 - Management software.
- Discussion on marina activities with Marina Manager.
- 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 Clove – Aye Duffy – Aye Sunstrom – Aye.

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Motion carried.

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Item No. 3. Consider a motion to take action, if required:

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A motion was made by Duffy seconded by Sunstrom that a long term Lease shall be entered into with Scott and Mary Mueller for the building which is commonly referred to as “The Boathouse” located at 10697 N. Bay Shore Drive. That Lease shall contain all the terms and conditions which were agreed upon at the last meeting of the Marina Committee as well as the terms and conditions which were discussed by the Committee members in closed session at this meeting. Motion carried – All ayes.

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A motion was made by Duffy, seconded by Sunstrom that effective November 1, 2015 a full-time Marina Manager position shall be created. Until January 1, 2016, the funds for the Marina Manager’s salary and benefits shall be withdrawn from the unexpended portion of the 2015 wages and benefits section of the Marina budget, and, if necessary, the unassigned Marina fund balance. Motion carried – All ayes.

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Duffy then informed Krauel that the Marina Committee had decided to offer her the newly created Marina Manager position. Jackson will be discussing the terms of employment with her in the near future.

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Item No. 4. Review of the Marina financial statements:

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Financial statements for the Marina were likewise included in the meeting packets, and the Committee members jointly reviewed all of that documentation.

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Item No. 5. Discussion regarding the 2016 Marina Budget; Consider a motion to refer the proposed Marina budget for 2016 to the Finance Committee/Village Board for further action:

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A draft of the proposed Marina budget for 2016 was included in the meeting packets and the Committee members jointly reviewed that documentation. Some revisions were suggested, and Jackson took note of all of them.

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A motion was made by Duffy, seconded by Sunstrom that the Marina Committee recommends that the Marina Budget for 2016 which was reviewed at this meeting be approved as corrected. Motion carried – All ayes.

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Item No. 6. Discussion regarding a 2016 Meeting Calendar for the Marina Committee; Consider a motion for action if necessary:

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Until further notice the regular monthly meetings of the Marina Committee will be conducted on the second Tuesday of the month at 4:00 P.M., but due to scheduling conflicts the next meeting of the Marina Committee will be conducted at 4:00 P.M. on Tuesday, November 3, 2015.

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Item No. 7. Discussion regarding Marina activities with the Marina Manager:

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Item No. 8. Consider a motion to discuss matters to be placed on a future agenda or referred to a committee, official or employee:

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A motion was made by Duffy, seconded by Sunstrom that Agenda Item No. 7 – Discussion regarding Marina activities with the Marina Manager; shall be tabled until the next meeting of the Marina Committee.

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Minutes of the October 13, 2015 Meeting of the Marina Committee

1 **Adjournment:**

2 *A motion was made by Sunstrom, seconded by Duffy to adjourn the meeting of the Marina*
3 *Committee at 6:14 P.M.*

4

5 Respectfully submitted,



6

7 Janal Suppanz,

8 Administrative Assistant

Grants and loans

Find

grant opportunities.

Find

loan opportunities.

Contact

Community Financial Assistance staff.

Related links

- [US Fish & Wildlife Service - The Clean Vessel Act \[exit DNR\]](#)

Federal Clean Vessel Act grant program

The Clean Vessel Act (CVA) Program is a nationwide competitive federal grant program that provides funding to states as part of an effort to clean up the nation's waterways. Nationwide, the program receives about \$10 million annually. Funding for the CVA program comes from the Federal Sport Fish Restoration Account of the Aquatic Resources Trust Fund. The CVA encourages states to subcontract with private marinas/businesses as well as local units of government to construct projects.

- [Who can apply](#)
- [Eligibility](#)
- [Deadlines](#)
- [How to apply](#)
- [Reimbursements](#)
- [Help](#)

Who can apply

Any private marina/business or local units of government.

Eligibility

Eligible projects include:

- Mooring buoys
- Day-docks
- Construction, renovation, operation and maintenance of pump-out and dump stations including:
 - Floating restrooms not connected to land or structures, and
 - Structures connected to the land, used solely by boaters
- Education/information materials

Deadlines

Applications are accepted all year long.

Grants and loans

Find

grant opportunities.

Find

loan opportunities.

Contact

Community Financial Assistance staff.

Related laws

- [s. 30.92, Wis Stats. \[exit DNR\]](#)
- [Ch. NR 7, Wis. Adm. Code \[exit DNR\]](#)

Related links

- [Wisconsin Waterways Commission](#)
- [Boat Launch Fees](#)
- [Procurement Guide for Local Governments Receiving DNR Grants \[PDF\]](#)
- [Lake Association Organizational Application \(Form 8700-226\) \[PDF\]](#)

Recreational Boating Facilities Grants

These grants may be used by counties, towns, cities, villages, tribes, sanitary districts, public inland lake protection and rehabilitation districts and qualified lake associations for recreational boating facility project.

Past projects have included ramps and service docks to gain access to the water, feasibility studies, purchase of aquatic weed harvesting equipment, navigation aids and dredging waterway channels.

- [Who can apply](#)
- [Eligible items](#)
- [Deadlines](#)
- [Priority rank](#)
- [How to apply](#)
- [Reimbursement](#)
- [Help](#)

Who can apply

Eligible applicants

Counties, towns, cities, villages, tribes, sanitary districts, public inland lake protection and rehabilitation districts and qualified lake associations are eligible to apply for funds.

Eligible items

DNR provides cost sharing of up to 50 percent for eligible costs.

- [Guidelines for the Recreational Boating Facilities Program \(CA-004\) \[PDF\]](#)
- [Recreation Grant Project Cost Estimate Worksheet \(Form 8700-014\) \[PDF\]](#)

Resources

- [Accessibility Guidance for Grant Funded Projects \(CF-031\) \[PDF\]](#)

Reimbursement

Reimbursement materials

- [Grant Payment Requests \(Form 8700-001\) \[PDF\]](#)
- [Grant Payment Worksheet \(Form 8700-002\) \[PDF\]](#)
- [Financial Administration \[PDF\]](#)

Help

Contact information

For information on RBF grants, contact:

[Your county's DNR community service specialist \[PDF\]](#)

Last revised: Monday September 22 2014

The DPK series is perfect for operations requiring mobile pumpout services.



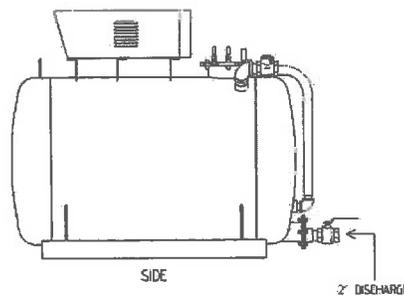
DPK20E

Low cost mobile pump on dock cart, prewired for standard 120V power outlet.



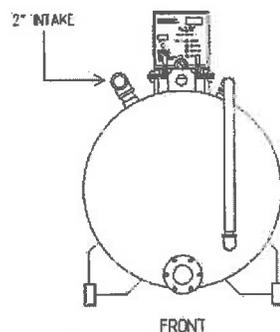
DPK125

Gas powered mobile pump suitable for trailer, truck or boat mounting.



DPK240

Higher capacity gas powered mobile pump. Suitable for trailer, truck or boat mounting.



DPK240E

Higher capacity mobile pump. Prewired for standard 120V power outlet. Suitable for trailer, truck or boat mounting.

Waubushene, Ontario
CANADA

Tel: 705.538.1495

Toll Free: 800.663.1624
(Canada & US Only)

Fax: 705.538.1776

www.wmwump.com

STANDARD EQUIPMENT	DPK20E	DPK125	DPK240	DPK240E
Motor	¼ Hp electric	3 Hp Gas (Honda)	3 Hp gas (Honda)	¾ Hp electric
Tank	25 US Gal. (94l)	115 US Gal. (435l)	220 US Gal. (832l)	220 US Gal. (832l)
Connections (Intake & Discharge)	1 ½" NPT	2" NPT	2" NPT	2" NPT
Finish	Blue Metallic Top Hot Dipped Galv. Cycle Tank	White or Blue Metallic	Hot Dipped Galv. Cycle Tank	White or Blue Metallic Top Hot Dipped Galv. Cycle Tank
	25 ft Intake Hose Assembly	33 ft Intake Hose Assembly	33 ft Intake Hose Assembly	33 ft Intake Hose Assembly
Accessories (Incl.)	2 Sizes Deck Adapters	2 Sizes Deck Adapters	2 Sizes Deck Adapters	2 Sizes Deck Adapters
	Universal Deck Adapter	Universal Deck Adapter	Universal Deck Adapter	Universal Deck Adapter
	Potty Wand	Potty Wand	Potty Wand	Potty Wand

PERFORMANCE SPECIFICATIONS

Max. Suction Lift (recommended)	20 ft (6 m)	20 ft (6 m)	20 ft (6 m)	20 ft (6 m)
Max. Suction Distance (recommended)	100 ft (30 m)	500 ft (150 m)	500 ft (150 m)	250 ft (75 m)
Max. Suction Performance*	20 GPM (75 l/min)	90 GPM (340 l/min)	90 GPM (340 l/min)	50 GPM (190 l/min)
Max. Discharge Head	30 ft (9 m)	30 ft (9 m)	30 ft (9 m)	30 ft (9 m)
Max. Discharge Distance (recommended)	250 ft (75 m)	1000 ft (300 m)	1000 ft (300 m)	500 ft (150 m)
No. of Boats Serviceable at Same Time	1	2	2	1

DIMENSIONS

Width	27" (69 cm)	30" (76 cm)	36" (92 cm)	36" (92 cm)
Length	70" (178 cm)	60" (153 cm)	72" (183 cm)	72" (183 cm)
Height	38" (97 cm)	56" (143 cm)	60" (153 cm)	53" (135 cm)
Tank Diameter	14" (36 cm)	30" (76 cm)	36" (92 cm)	36" (92 cm)
Empty Weight	200 lbs (91 kg)	440 lbs (200 kg)	800 lbs (365 kg)	800 lbs (365 kg)
Full Weight	425 lbs (193 kg)	1440 lbs (655 kg)	2700 lbs (1228 kg)	2700 lbs (1228 kg)
Intake Port	1 ½"	2"	2"	2"
Discharge Port	1 ½"	2"	2"	2"

* performance (in US gallons/minute) through full intake port @ 0 ft vertical lift, 1725 rpm

Standard Features

- Auto shutoff when full
- Power discharge – no separate pump to empty cycle tank required
- Easy single switch operation
- PVC sight tube to monitor fluid level (DPK125, DPK240 and DPK240E)
- Indicator lights to monitor tank status (DPK20E and DPK240E)

Optional Equipment Available

- Cycle tank galvanizing and dual coating options available
- Hose hangers on tank
- Trailer with light and hydraulic surge brake packages
- Electronic level indicator (DPK125, DPK240 and DPK240E)
- 5 Hp Honda gas power with electric start
- Single hand operated suction nozzle

All WMW control boxes have been UL approved.

Specifications subject to change without notice.



Waubauskene, Ontario
CANADA

Tel: 705.538.1495

Toll Free: 800.663.1624
(Canada & US Only)

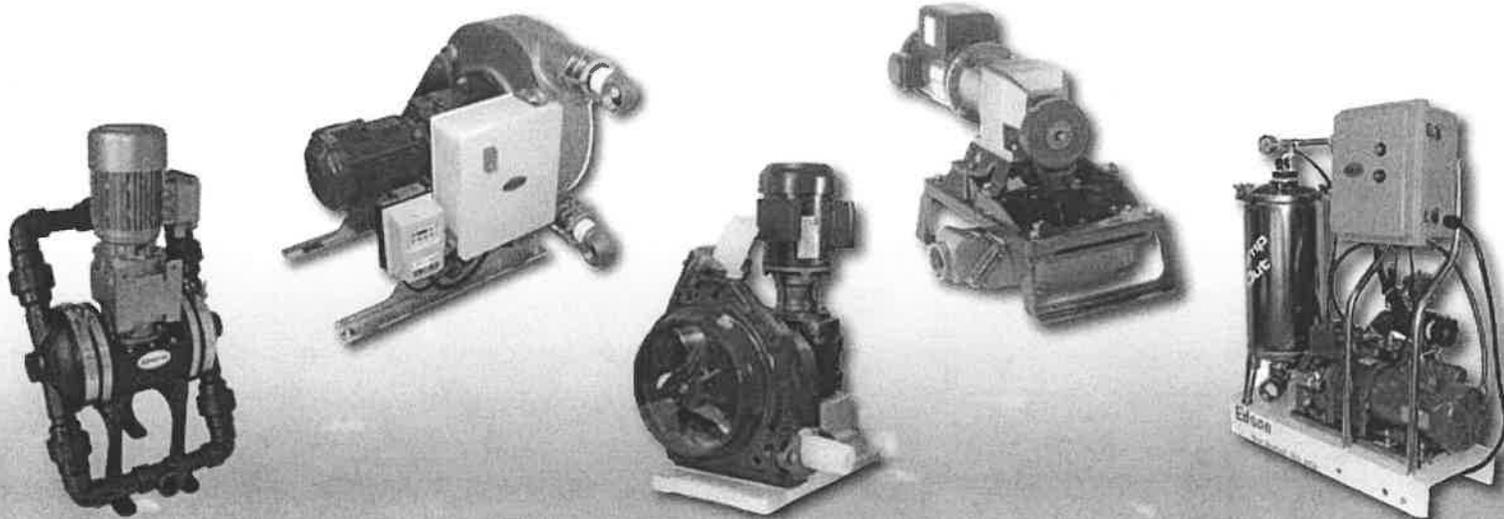
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Diaphragm
Vacuum



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Every marina is different. Selecting the right pump for your pumpout is important. Our variety of Peristaltic, Diaphragm, and Vacuum pumps allows us to design the optimum pumpout solution for your particular needs. All Edson pumps have exceptional performance and a long history of outstanding reliability.

Peristaltic

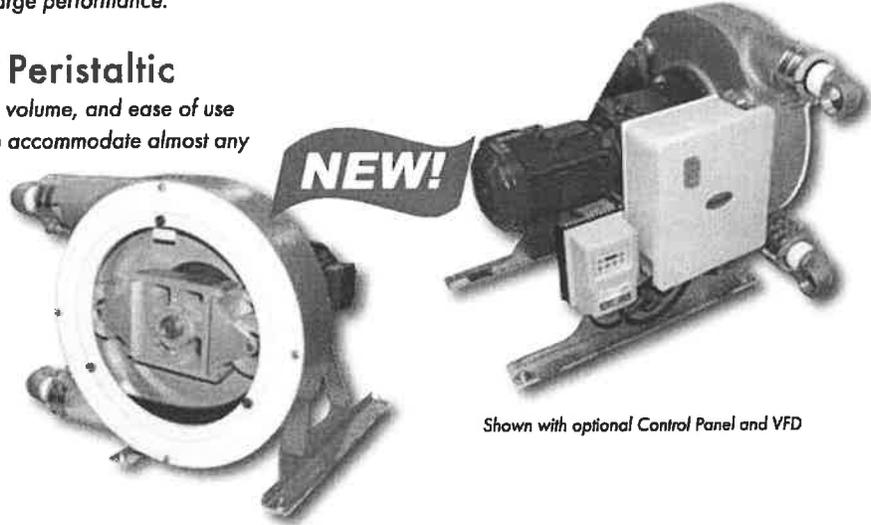
The Edson peristaltic pumps are the first choice for thousands of pumpout installations worldwide. These pumps have a reputation for being simple to operate and maintain, while affording the best suction and discharge performance.

The New **PLATINUM SERIES** Peristaltic

The newest entry into the Edson line combines pressure, volume, and ease of use into one unit. It is available with a 3hp or 5hp motor, to accommodate almost any marina.

#28623

- 3hp or 5hp 230V 3ph
- Variable Frequency Drive (optional)
- 28' Suction Lift
- 140'+ Discharge Head
- Up to 43 GPM
- Marine Grade Construction



The **BLUE SERIES** Peristaltic

Edson's BLUE SERIES features our "Quick Change" internal hose that can be installed in as little as 10 minutes!

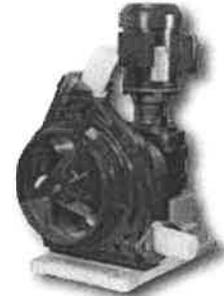
#286EP-.75HP

- 3/4hp 120V 1ph
- 27' Suction Lift
- 60' Discharge Head
- Up to 15 GPM
- Marine Grade Aluminum



#286EP-2HP

- 2hp 120V/240V 1ph
- 27' Suction Lift
- 67' Discharge Head
- Up to 38 GPM
- Marine Grade Aluminum
- Shown with Optional Controls



Diaphragm

#25200 Series Double Diaphragm Pumps

Outstanding, low cost pumpout pumps. Combining high suction lift and discharge pressure with strong, durable, and corrosion resistant polypropylene pump components, the 25200 will give you excellent performance for many years with minimal maintenance. The 25200 can be used for fixed station installations and portable applications. 25' suction lift, 25' discharge head, up to 25gpm



#120ELB-40-200 Single Diaphragm Pump

The work horse of the Edson pump line. The single action pump delivers reliability and simplicity. It has been used by the military, yacht builders, and marinas to move gray water and black water for decades.

12' suction lift, 12' discharge head, up to 38 gpm



Edson offers a broad range of pumpout accessories that will allow you to setup your pumpout in a way that best suits your marina and your customers. Quality enclosures, hoses, hose stands, hose racks, hydrants, and electrical controls will complement the pump you choose. If needed, one of our sales consultants can help you make the right choices.

Enclosures/Covers

Protect your pump with Edson's attractive enclosures. Available in stainless steel and fiberglass. Custom Sizes Available.

Stainless Steel Enclosure (304 SS)
#26140*
Shown with Deck Fitting Rack
#26045

*Also Available in 316 SS



Fiberglass Cover
#26120

Hose Stands/Handlers/Racks

Pumpout Hose needs a place to hang. Edson hose stands hold up to 100' of 1 1/2" hose. Integrated with stop/start control or token switches, they make ideal pumpout stations. For portability, use the Edson's Hose Handler #26050.



#26030

#26035

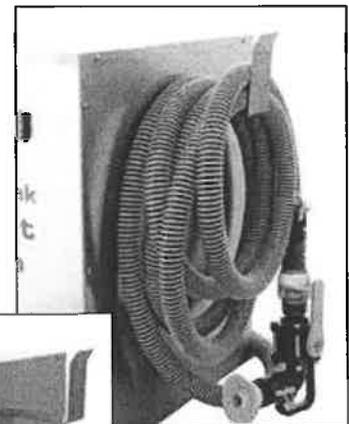
#26040

#26011



#26050

Order
Online:
edsonpumps.com



Hose Rack
#26000

Controls

Control your pumpout system with Edson panels and start/stop switches.

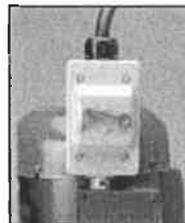
Low Voltage Control Panel
w/ Variable Run Timer
#161-A-2324



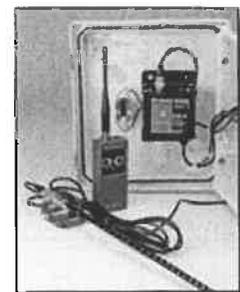
Remote Push Buttons
#161-A-1613



Order
Online:
edsonpumps.com



Toggle Switch
#161-K-0006



Radio Remote
Controls
#161-G-291

Optional Hour Meter

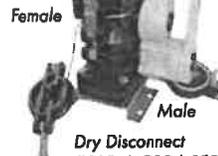
Call Edson Customer Service for help in building a Pumpout System that works for you.

Pumpout Hydrants

Edson has a large selection of hydrants to connect your suction hose to the system. They provide versatility and convenience for your pumpout system by allowing placement of multiple pumpout locations along your dock. All hydrants include a ball valve, deck mount, quick clamp hose connection, and tethered plug.



Order Online: edsonpumps.com



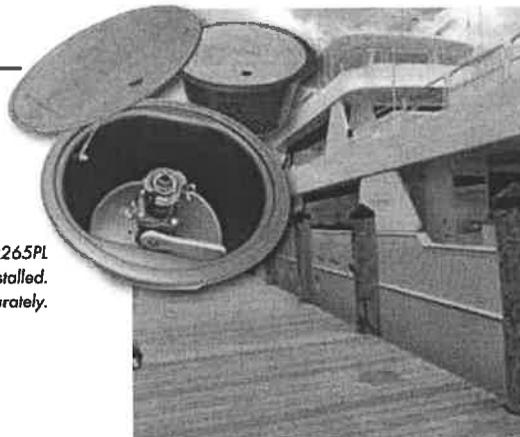
Dry Disconnect
#160-A-2384-150 (female)
#160-A-2383-150 (male)

Recessed Hydrant Mounts

Use this thermo-formed poly basin with tethered aluminum lid to mount pumpout hydrants below the surface of the dock. This eliminates trip hazards and gives the dock a much cleaner look. When used with the Dry Disconnect Hydrant System, it provides for a clean, trouble free, multi-location pumpout installation.

Order Online: edsonpumps.com

#265PL
Shown with #270PV-150/200 installed.
Hydrants ordered separately.



Pumpout Hose Assemblies

Edson Pumpout Hose Assemblies start with a durable, lightweight, and flexible hose. The hose is then combined with a clear check valve, a 90 degree ball valve, and a quick clamp deck fitting adapter to make a simple, clean connection to any boats waste deck fitting. Edson offers these assemblies up to 100' long.



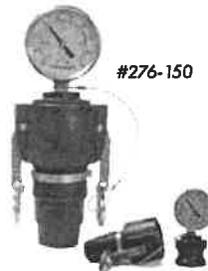
#261-25-150

Continuous lengths available, up to 100'.

Order Online: edsonpumps.com

Test Gauge

This test gauge is a tool used to identify suction and pressure issues with your pumpout. Is it the installation plumbing, the pump, or the plumbing on the boat that is the problem? The test gauge makes it easy to find out.



#276-150

Order Online: edsonpumps.com

Pumpout Hose Replacement Parts

Edson Pumpout Hose Components can be ordered individually as replacement parts, or to reconfigure an existing pumpout hose.



Clear Check Valve
#269CL-150

90° Ball Valve
#264-90-150

#273-150

#151FF-150NY

#274-150

Order Online: edsonpumps.com

#262-25-150

Quick Clamp Adapter
#152FM-150NY

#273-125

#158MF-150NY

#272QC-150-SG

Continuous lengths available, up to 100'.

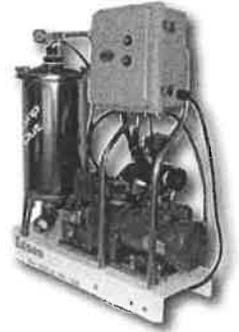


Vacuum Systems

#290-10-2210

A rotary vane vacuum pumping system, best used for multi-hydrant marinas. The 1hp air pump moves 20 cubic feet of air per minute making the pumpout fast, quiet and reliable. 23' suction lift, 20' discharge head, up to 30gpm

#290-10-2210



#290-235-06E

Our "big boy" of pumpout systems. This vacuum unit can be powered with up to a 7.5hp motor at over 60cfm, allowing for more than one boat to be pumped out at the same time. It is ideal for larger boats, fishing vessels, and ferry boats. 23' suction lift, 20' discharge head, up to 30gpm



#290-235-XX

Portable

Edson has the most versatile line of portable pumpout trailers and carts available. Capacities of 25, 60, 120 and 230 gallons are available.

Carts



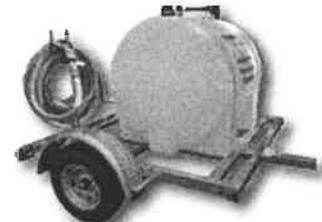
#28202



#28206



#28212



#28223

Pumps sold separately

Pumps Options

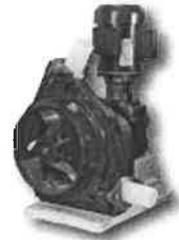
#120EL DIAPHRAGM

- 3/4hp 120V 1ph
- 12' Suction Lift
- 12' Discharge Head
- Up to 38 GPM
- Aluminum or Bronze



#286EP PERISTALTIC

- Up to 2hp 120V 1ph
- 27' Suction Lift
- Up to 67' Discharge Head
- Up to 38 GPM
- Marine Grade Aluminum



#25261 DOUBLE DIAPHRAGM

- 3/4hp 120V 1ph
- 25' Suction Lift
- 25' Discharge Head
- Up to 25 GPM
- Poly Construction



#117BR MANUAL DIAPHRAGM

- 15' Suction Lift
- Up to 15' Discharge Head
- Up to 30 GPM
- Bronze



HONDA GASOLINE ENGINES ALSO AVAILABLE.

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The New **PLATINUM SERIES** Peristaltic Pump

The newest entry into the Edson line combines pressure, volume, and ease of use into one unit. It is available with a 3hp or 5hp motor, to accommodate almost any marina.

#28623

- 3hp or 5hp 230V 3ph
- Variable Frequency Drive (optional)
- 28' Suction Lift
- 140' Discharge Head
- Up to 43 GPM
- Marine Grade Construction



Contact your local Pumpout Dealer
or visit www.edsonpumps.com

State/Region	Company	Location	Phone #	Contact
Northeast (CT, Long Island, MA, ME, NH, RI, VT)	LA Management, Inc. www.marineboatbuilders.com	Warwick, RI	401-935-1186	Rick Audette Jr. rickjr@marineboatbuilders.com
	Green Marine Co. www.greenmarineco.com	Campbell Hall, NY	845-248-6357	Sean Glendening info@greenmarineco.com
Diamond Point, NY		908-447-8790	John Grosser john.grosser@yahoo.com	
Mid Atlantic (DC, DE, MD, NJ, PA, VA, WV)	Environmental Water Technologies www.ewth2o.com	Havre De Grace, MD	410-322-6701	Bill Weyant weyantb@ewth2o.com
			410-688-5584	Stan King kings@ewth2o.com
Southeast (AL, FL, GA, KY, NC, OH, SC, TN)	C T Larsh and Sons, Inc. www.c-t-larsh-sons.com	Lecanto, FL	352-628-0025	Cliff Larsh clarsh1@tampabay.rr.com
Midwest (IA, IL, IN, MI, MN, WI)	Total Marine Supply	Elkhorn, WI	262-723-8771	Tim Loftus tim@totalmarinesupply.com
South Central (AR, MS, OK, TX)	Maritime Sanitation www.maritimesanitation.com	Kemah, TX	281-802-1792	Jennifer Demers jennifer.demers@maritimesanitation.com
			281-334-5978	Sterling Walker sterling.walker@crewonward.com
Northwest (ID, OR, UT, WA)	John Nix & Co.	Seattle, WA	206-799-8281	John Nix jenseattle@juno.com
Central CA	Bagley Enterprises, Inc. www.bagleyenterprises.com	Lodi, CA	209-367-4800	Andy Bagley andy@bagleyenterprises.com
West Coast (AK, Southern CA, HI)	Marina Dock Parts www.marinadockparts.com	Bellingham, WA	360-739-1056	Troy Talbot sales@marinadockparts.com
All Other US States	Edson International www.edsonpumps.com	New Bedford, MA	508-971-2992	Darryl Smith darryl@edsonintl.com

INTERNATIONAL

Country	Company	Location	Phone #	Contact
United Kingdom (England, Scotland, Ireland)	G. M. Treble Ltd. www.gmtreble.co.uk	Minehead, UK	+44 (0) 1643 708573	Tony Talboys sales@gmtreble.co.uk
Denmark, Finland, Germany, Holland, Norway, Italy, , Sweden, Switzerland	Zickert Systems www.zickertsystems.se	Kungsbacka, Sweden	+46 (0) 3005-6478 8	Johannes Lundin johannes@zickertsystems.se
Mexico, Canada (British Columbia)	Marina Dock Parts www.marinadockparts.com	Bellingham, WA	360-739-1056	Troy Talbot sales@marinadockparts.com
Canada (all other provinces and territories)	Edson International www.edsonpumps.com	New Bedford, MA	508-971-2992	Darryl Smith darryl@edsonintl.com

PUMP OUT BOATS

State	Company	Location	Phone #	Contact
Massachusetts	C. B. Boatworks / Baysails Marine www.baysailsmarine.com/pumpout	Wellfleet, MA	508-349-3840	Lyle Butts lyle@baysailsmarine.com
Rhode Island	Marine Boatbuilders www.marineboatbuilders.com	Warwick, RI	401-732-1975	Rick Audette Jr. rickjr@marineboatbuilders.com
Florida	Panga Marine Corp. www.pangamarine.com	Sarasota, FL	941-358-6800	Rob McDaniel rob@pangamarine.com
Washington	Bullfrog Boats, LLC www.marinadockparts.com	Bellingham, WA	360-739-1056	Troy Talbot sales@marinadockparts.com

Dealer territories available. Contact Edson for details at pumps@edsonintl.com

Molo

Simple Marina Management MARINA MANAGEMENT REIMAGINED

Your marina management tools on the iPad and Web browser.

Molo makes it simple. All our tools were designed with marina managers and owners. Emailed slip and storage contracts, credit card processing with digital signature storage, and email invoicing are all just a touch away.

Pricing based on marina size, first 30 days free.

Features



QUICK SLIP RESERVATIONS

Don't waste time sending out letters every season with pricing sheets. Track your seasonal reservations the easy way with Molo.

Reserving a slip or storage space takes just a minute. A reservation confirmation with invoice summary and your full contract are all automatically emailed.

GET PAID QUICKLY AND EASILY

You will get more of your money with Molo's **low fixed credit card processing rates, starting at 1.75% + 15¢.**

Point of sale tools on the iPad allow you to take payments beside your customer's vessel, at your fuel dock, or anywhere else in your marina.





NO MORE HEADACHES OR SOFTWARE FEAR

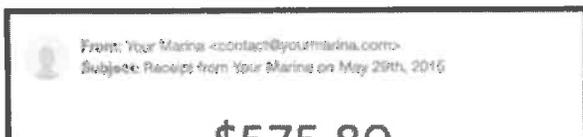
Molo runs on an iPad and your web browser. There are no startup costs, no servers, and no IT staff to hire.

Molo's team will load all your past data and help you get all your credit card processing setup.

YOU GET EMAILS FOR HOTEL ROOMS...

...why don't your customers get emails for their slips? Molo's reservation confirmation emails include all your slip contract and payment terms.

Molo emails are expertly-designed to be easily read on all types of devices. You can include a marina map, coupons and future offers, your social media links, and much more.



\$373.00
 Visa *****2344

Here is your receipt from May 29th, 2015.

Item	Price	Quantity	Total
Diesel Fuel	\$3.989	84.235	\$336.01
Ice	\$3.50	10	\$35.00
Oil	\$10.99	4	\$43.96
Subtotal			\$414.97
Tax			\$36.83
Total			\$451.80

Title	Wind Meter B37
Created At	11:30 AM 23 May 2015
Completed	<input type="checkbox"/>
Reservation	Reservations for A Wave from 4 All on 05/22/2015 11:30am (Checked In)
Task Frequency	One-Time
Start Date/Time	11:30 AM 23 May 2015

MANAGE YOUR BUSINESS MORE EFFICIENTLY

Use Molo to manage your staff across a single or multiple marinas. "Check In" and "Check Out" tasks are created automatically to help you keep tabs on arrivals and departures. Create tasks and associate them with a reservation for customer service issues, meter readings, deliveries, and more.

Don't bother with complex reporting tools that you have to configure yourself and take an eternity to learn. Molo's reports are available right in your web browser. Run them with one-click to get your data fast. Requests for new reports don't cost a thing.

REAL BUSINESS PROBLEMS SOLVED

Molo masks credit card and bank data to manage risk. Every customer receives a minimum of \$100,000 in financial breach insurance.

Molo's advanced contact management allows you to follow up on A/R and take payments over the phone quickly using stored payment information.



TESTIMONIALS

WHAT MARINAS HAVE TO SAY



"Molo has allowed me to save the time of one full-time employee! Taking that time that we used to spend on managing slips and focusing it on better customer service is important to me and the overall management of the marina."

Serena Saunders - Owner of Captain John's Fawn Harbor & Marina (<http://fawnharbor.com>)

PRICING

BASED ON MARINA SIZE

0-100 SLIPS

\$1.99 / SLIP / MONTH

Unlimited Transactions

Unlimited Users

Unlimited Devices

Free 24x7 Support

No Servers or IT Staff

101-500 SLIPS

\$1.59 / SLIP / MONTH

Unlimited Transactions

Unlimited Users

Unlimited Devices

Free 24x7 Support

No Servers or IT Staff

501-1000 SLIPS

\$1.29 / SLIP / MONTH

Unlimited Transactions

Unlimited Users

Unlimited Devices

Free 24x7 Support

No Servers or IT Staff

OVER 1000 SLIPS

CONTACT US

Unlimited Transactions

Unlimited Users
Unlimited Devices
Free 24x7 Support
No Servers or IT Staff

INTERESTED IN MOLO? GET IN TOUCH!

CONTACT US

([HTTP://MESSAGES.GETMOLO.COM/H/D/9BE465F8C7AB6D6B](http://MESSAGES.GETMOLO.COM/H/D/9BE465F8C7AB6D6B))

MOLO

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(<http://bit.ly/1u11111>) (<http://bit.ly/1u11111>) (<http://bit.ly/1u11111>)

5 Year Capital Expense Projections

Year	Project	Description	Projected Expense
2014	Roof Replacement		25,000.00
		2 Estimates Obtained \$9,000.00 - \$29,000.00 *Price range is lowest (asphalt shingles) to highest (cedar shake shingles) *Marina Committee's decision will determine cost between shingle types	
2015	Women's Public Restroom		5,000.00
		Projected amount based off of 2014 estimate of necessary work to Men's Public Restroom * Based on estimate quotes of \$3,700.00 for Men's Public Restroom upgrade from 2014 *Women's Public Restroom will require additional privacy partition and other features	
2016	A Dock Repair/Reface		20,000.00
		Estimate made for rewelding of necessary components on figure piers and replacement of dock face boards	
2017	Boater Bathroom Reface		40,000.00
		Planned repair/reface for where needed throughout the Marina	
2018	B Dock Upgrade		500,000.00
		B Dock is the oldest dock in the Marina. Water levels have continued to drop and more steps have been added to compensate. Walking down the finger piers is a safety concern. At minimum the dock needs all new face boards and welding work.	



Sister Bay Marina Cash Handling Procedures

Revised September 2, 2015

The following procedures and requirements have been developed for all Sister Bay Marina personal responsible for collecting and/or handling cash. Cash is defined as currency, coins, checks, money orders, cashier checks, traveler checks, credit cards, and cash equivalents. These internal controls have been established for your protection and to ensure proper accountability. Failure to follow these procedures may result in disciplinary action up to and including termination.

It is the marina opener's responsibility to retrieve the starter bank from its nightly secure location in the safe. The safe should contain a total of \$365.00. To open the marina, \$265.00 must be withdrawn from the safe for the starter bank. The opener must verify the starter bank contains \$265.00 in cash before placing it in the cash drawer. Recommended contents of the \$265.00 is 3 - \$20.00s, 13 - \$10.00s, 10 - \$5.00s, and 25 - \$1.00s. **The safe should be left with \$100.00 in currency and quarters.**

Daily Launch Passes

If cash is taken for a daily launch pass, the perforation must be torn off the bottom of the pass and placed in the cash drawer. If a credit card or check is used for a daily launch pass, the perforation must be attached to the credit card receipt or check and placed in the cash drawer. Cash and check taken for daily launch passes will be counted and entered immediately in Lodgical.

Nightly Launch Passes

Every open day the opener staff will unlock the nightly drop box containing launch passes. These launch passes will be recorded on the perforated launch passes and entered separately into the accounting software, the same way as the daily passes are handled.

Ice

Ice will be entered immediately into the accounting software by the staff handling the transaction. Ice sales must also be recorded on the ice tracking document located on the ice machine. If a credit card is used for ice, the marina employee must specify on the credit card receipt the number and type of bags of ice sold. **Note: when a delivery of ice is placed in the coolers, the staff member signing the invoice must verify the count on the invoice is the count delivered.**

Transients

Cash or check taken for transient slip reservations must be entered immediately into the accounting software by and under the user name of the staff member making the exchange. Credit cards used for transient reservations must accompany a receipt with the staff member's number recorded on the top and placed in the cash drawer.

Laundry

Laundry quarters in exchange for cash will be kept in the safe. The safe should always maintain \$100.00 of combination currency and quarters. The manager will or may instruct you to empty the machines, count and record the contents in the accounting software. Be sure to advise the manager when the safe is down to two rolls of quarters so he/she can provide the safe with more.

Pump Outs

Cash being taken for pump outs must be entered immediately into the accounting software by the staff member accepting payment.

Miscellaneous Sales

Miscellaneous sales can be defined as any sale other than those listed separately on this document. Each miscellaneous sale must be entered into the accounting software immediately by staff accepting payment. Each miscellaneous sale will have a proper description in the accounting software for entering and reporting purposes, however; should you not see the proper description notify the marina manager and one will be created for such.

End of Day Procedure

The marina closer will be responsible for balancing the cash drawer and safe at the end of their shift. The closer will pull the starter bank of \$265.00 from the cash drawer and place the bank with the key to the cash drawer in the nightly secure location. Recommended contents of the \$265.00 is 3 - \$20.00s, 13 - \$10.00s, 10 - \$5.00s, and 25 - \$1.00s. All excess cash and checks will be recorded on the cash counting sheets provided. **The safe should also be counted to verify \$100.00 in quarters and currency.** A copy must be made of the cash counting sheet and placed on the marina manager's desk at the end of the night, along with Store Sales and Payment reports from Lodgical (a copy of each should also be included with the deposit).

Include the following every day that a deposit is made:

- Cash in excess of \$365.00, Check, and copy of credit card receipt as well as travelers checks
- cash reconciliation report
- Store Sales report from Lodgical
- Payment History report from Lodgical
- TRX report (emailed to Martha, copy to Janal)-**Manager item only**

The envelope then gets placed in the drop box at the administration office for deposit the next day.

I _____ acknowledge that I have read and understand the Sister Bay Marina Cash Handling Procedures document and agree to comply.

Signature _____ Date: _____

