

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: President: Nick Suminski
VP: Candace Kolenda
Michael Wright
Caroline Nelson
Matt Crowell
City Administrator
Jared Trimbo
Rodger Reiswig
Marina Manager

NOTICE OF HARBOR COMMISSION MEETING

DATE: Wednesday, September 20, 2023

TIME: 5:30 P.M.

LOCATION: Washburn City Hall – 119 Washington Avenue

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings by utilizing a computer or smart phone and using the link <https://us02web.zoom.us/j/87590109410?pwd=bjU3K1ozSnNFdXl3Z0MrRzZQWCtodz09> 1(877) 853-5247 (Toll Free) and entering Webinar ID: **875 9010 9410** and using passcode **955050** as opposed to being present for the meeting.

Agenda

- A. Call to Order – Roll Call
- B. Approval of Minutes of the August 16, 2023 Meeting
- C. Public Comments/Member Comments
- D. Treasurer’s Report
 - 1. Payment of Invoices
- E. Slip Transfers – None
- F. Marina Manager’s Report
 - 1. August Financial Reports
- G. Update on Pier 4 Improvement Project
- H. Discussion & Action on Draft Ordinance Against Power Loading and Disposal of Fish Skins
- I. Discussion & Action on Repair of Boat Ramp
- J. Discussion & Action on 2024 Harbor Commission Budget
- K. Discussion & Action on Capital Equipment/Improvements List and Potential Approvals
- L. Adjourn

August 16, 2023

HARBOR COMMISSION MEETING

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: Nick Suminski; Candace Kolenda; Michael Wright; Rodger Reiswig; Caroline Nelson; Matt Crowell

Commission Members Absent: Jared Trimbo

Municipal Personnel Present: Scott Kluver, City Administrator; Michelle Shrider, Marina Manager, Attorney Max Lindsey (6:40)

Call to Order – President Suminski called the meeting to order at 5:32 p.m.

Approval of Minutes of the July 19, 2023 Meeting – Kolenda moved, and Nelson seconded, to approve and place on file the July 19, 2023 meeting minutes. Motion carried 6-0.

Public/Member Comment – None.

Treasurer’s Report – Crowell moved, and Reiswig seconded, to accept and place on file the Harbor Commission financial reports. Motion carried 6-0.

Payment of Invoices – None.

Slip Transfers – None.

Marina Manager’s Report: Shrider reported that they are finally getting caught up but haul out notices went out today. The Ship’s Store has been slower as there has not been the volume of people using their boats.

Nelson moved, and Wright seconded, to accept and place on file the Marina Manager’s Report. Motion carried 6-0.

Discussion and Action on Repair Quote for the Travelift – A quote was received based on the inspection report recently done. The significant items include the sprockets, chains, breaks, and hoses. Questions were posed. Shrider reported that she is planning to repair the injector of the engine at the end of the season which is not a Marine Travelift item. Reiswig moved and Kolenda seconded to approve the repairs to the lift. Motion carried 6-0.

Discussion and Action on Repair of Boat Ramp and of Establishment of Rule or Creation of Ordinance Against Power Loading – Shrider reported that the expanded metal mesh at the boat ramp was causing a hazard so it was removed. To fix the problem, she is looking to fill some of the void with rock and place diamond plate over it. It would need to be fastened underwater. Questions posed on other options and how the ice may affect it. Crowell moved and Nelson seconded to repair the boat ramp with diamond plate sheeting with a total cost not to exceed \$3,000. Motion carried 6-0. Discussion occurred on the creation of an ordinance and how it can be enforced. Discussed public education, signage, and fine amounts. Consensus to ask attorney to draft an ordinance for review at the next meeting.

Discussion and Action on Fish Cleaning Station Clogging Issues and of Establishment of Rule or Creation of Ordinance Against Disposal of Fish Skins – Shrider reported that it appears the skin slips through the grinder and then goes to the pump and gets caught in the macerator, which apparently burnt out the motor of the pump at the lift well. The fish grinder will have finer blades to address this. Shider provided a quote to get the parts and install it in house. It could then be monitored how the lift well handles the material after the blade change before any additional modifications would be made to the lift well. Crowell moved and Wright seconded to order the parts (22 cutters and spacers) for the fish cleaning station. Motion carried 6-0. Discussion occurred on creation of an ordinance. Attorney

Lindsey stated that it could be a Harbor Commission rule as well. Lindsey to draft options and bring that back for review.

Update on Pier 4 Improvement Project – Kluver reported that both DNR and Army Corps permits are in the public hearing stage. The City did not receive the Boating Infrastructure Grant even though it rated well. Once the permits are received, the application for the Recreational Boating Fund Grant can be completed.

Discussion and Action on Capital Equipment/Improvements List and Potential Approvals – There were no immediate concerns, so this topic will be postponed until the next meeting. There is a question on what the plan is to get water to Pier 4, and Kluver will follow up on that.

Report on Commercial Ports Association Meeting – Kluver attended that meeting in Green Bay last Thursday and Friday. Grant funding is available for emissions free equipment. A letter of support was sent to the USDOT for the reconstruction of the Blatnik bridge.

Closed Session - Discussion on status of Action Related to Tires for the Travelift - Kolenda moved and Nelson seconded to go into closed session pursuant to Wisconsin State Statute 19.85(1)(g) for discussing and negotiating disputes with vendors and for conferring with legal counsel in regard to strategy for potential litigation over contract disputes, specifically related to tires purchased from Marine Travelift, and include Shrider, Kluver, and Lindsey for attendance. Motion carried on roll call vote 6-0. Discussion on the topic occurred.

Adjourn – Suminski adjourned at 7:35 p.m.

Respectfully Submitted,
Scott Kluver
City Administrator

Harbor Pass Book - 2023**12/31/2022 Balance Carried Forward****\$562,184.47**

12-Jan Nelson Coal Dock Rent	840.00
12-Jan Lindquist Electric	-16,026.50
Xlem Water Solutions	-9,690.20
Utilities Conservation	-5,441.00
31-Jan Interest	460.86
13-Feb Sabel Mechanical	-5,566.78
#2 Septic	-390.00
January Payroll	-711.52
Wi Harbor Towns	-250.00
NASI Construction	-1,662.78
Jan & Feb Fringe	-99.92
22-Feb Slip #83 Transfer	100.00
28-Feb Interest	404.57
23-Mar Wi Commercial Ports	-250.00
February Payroll	-725.60
Chamber Dues	-120.00
March Fringe	-49.96
20-Mar Debt Service -Trust Fund Loans	-79,238.44
31-Mar Interest	391.35
7-Apr Slip Transfer	100.00
14-Apr Slip Fees	3,652.74
Annual Fee	150.00
Sales Tax	209.15
17-Apr DaLous	-50.00
April Fringe	-49.96
March Payroll	-725.60
17-Apr Slip Fee Transfer #007	100.00
Slip Fees	30,701.58
Annual Fee	1,050.00
Sales Tax	1,746.33
26-Apr Slip Fees	28,249.54
Annual Fee	1,100.00
Sales Tax	1,655.07
30-Apr Interest	300.69
5-May Slips	15,413.58
Annual Fee	500.00
Sales Tax	875.24
10-May Washburn Hardware	-12.48
April Payroll	-725.60
May Fringe	-49.96
10-May Slips	14,878.50
Annual Fee	500.00
Sales Tax	845.81
19-May Slips	13,344.24
Annual Fee	500.00
Sales Tax	761.43
Pearl Beach Dock Usage	1,600.00
23-May Slips	10,701.60
Annual Fee	350.00
Sales Tax	607.83
31-May Slips	10,024.56
Annual Fee	400.00
Sales Tax	573.33
31-May Interest	631.02
2-Jun Pearl Beach	-10,880.80
June Office Fringe	-49.96
May Payroll	-725.60

5-Jun Slips	4,438.98
Sales Tax	252.39
Annual Fee	150.00
14-Jun Slips	4,626.04
Sales Tax	243.43
Annual Fee	200.00
23-Jun Washburn Marina Sales Tax Payment	-7,937.45
Jolma Electric	-7,380.00
Ferguson	-1,706.10
28-Jun Profit Share	145,081.40
Interest	866.15
11-Jul Slips	1,949.23
Sales Tax	109.95
Annual Fee	50.00
13-Jul Marine Travel Lift	-9,294.49
July Payroll	-1,094.08
Barnhart	-8,482.00
31-Jul Interest	851.82
11-Aug July Payroll	-730.02
July Fringe	-49.96
Permits for Pier 4	-1,369.41
18-Aug Annual Fee	300.00
23-Aug Slips	993.72
Annual Fee	50.00
Sales Tax	57.40
31-Aug Interest	837.28
12-Sep Slips	43.06

Balance as of 9/12/23

\$695,468.17 (Includes CD of \$300,000)

Marina Operating Account 2023

12/31/2022 Balance Carried Forward		247,832.68
3-Jan Ck# 949	Washburn Marina	-16,062.00
6-Jan	Deposit	28,311.84
6-Jan Ck#950	Washburn Marina	-16,062.00
12-Jan	Deposit	41,044.83
13-Jan Ck# 951	Washburn Marina	-16,062.00
17-Jan	Deposit	22,537.81
20-Jan Ck# 952	Washburn Marina	-16,060.00
	Sales Tax	-1,877.95
25-Jan	Deposit	21,788.06
31-Jan	Interest	46.66
1-Feb Ck# 952	Washburn Marina	-12,140.00
	2/6 Draw	-12,140.00
3-Feb	Deposit	8,806.55
3-Feb Ck# 954	Washburn Marina	-23,000.00
10-Feb Ck# 955	Washburn Marina	-12,140.00
10-Feb	Deposit	51,781.66
14-Feb	Deposit	34,316.65
16-Feb Ck# 956	Washburn Marina	-12,140.00
22-Feb	Deposit	10,027.17
22-Feb Ck# 957	Washburn Marina	-12,140.00
	January Sales Tax	-5,842.09
28-Feb	Deposit	3,566.75
28-Feb	Interest	46.90
6-Mar Ck# 958	Washburn Marina	-18,573.00
9-Mar	Deposit	10,951.17
10-Mar Ck# 959	Washburn Marina	-28,573.00
14-Mar	Deposit	25,062.78
17-Mar Ck# 960	Washburn Marina	-18,573.00
	February Sales Tax	-2,352.36
22-Mar	Deposit	2,833.19
24-Mar Ck# 961	Washburn Marina	-18,573.00
31-Mar	Deposit	1,282.69
31-Mar	Interest	50.35
3-Apr Ck# 962	Washburn Marina	-16,894.00
6-Apr CkE 963	Washburn Marina	-16,894.00
10-Apr	Deposit	710.95
14-Apr Ck# 964	Washburn Marina	-16,894.00
14-Apr	Deposit	18,641.49
17-Apr	Deposit	76,106.51
20-Apr Ck# 965	Washburn Marina	-16,895.00
	Sales Tax	-1,631.80
26-Apr	Deposit	61,146.14
30-Apr	Interest	46.62
1-May Ck# 966	Washburn Marina	-17,373.00
5-May Ck# 967	Washburn Marina	-17,373.00
5-May	Deposit	25,399.18
10-May	Deposit	52,654.33
11-May Ck# 968	Washburn Marina	-17,373.00
19-May	Deposit	41,110.46
19-May Ck# 969	Washburn Marina	-17,373.00

	Sales Tax	-11,347.90
23-May	Deposit	9,172.89
26-May Ck# 970	Washburn Marina	-17,371.00
31-May	Deposit	10,676.73
31-May	Interest	65.10
1-Jun Ck# 971	Washburn Marina	-24,932.00
6-Jun	Deposit	21,427.35
9-Jun Ck# 972	Washburn Marina	-24,932.00
14-Jun	Deposit	26,495.61
16-Jun Ck# 973	Washburn Marina	-86,727.80
21-Jun	Deposit	45,616.72
23-Jun Ck# 974	Washburn Marina	-24,933.00
	Sales Tax	-6,225.36
27-Jun Ck# 975	Marina Management-profit share	-163,152.60
27-Jun Ck# 976	Harbor Commission-profit share	-145,081.40
28-Jun	Deposit	15,640.47
30-Jun	Interest	55.06
3-Jul Ck# 977	Washburn Marina	-24,025.00
7-Jul	Deposit	39,189.79
7-Jul Ck# 978	Washburn Marina	-24,025.00
14-Jul	Deposit	61,554.56
14-Jul Ck# 979	Washburn Marina	-24,025.00
21-Jul Ck# 980	Washburn Marina	-24,025.00
	Sales Tax	-5,353.14
24-Jul Ck# 981	Washburn Marina	-21,162.00
27-Jul	Deposit	19,617.72
31-Jul	Interest	7.49
2-Aug	Deposit	15,849.08
4-Aug Ck# 982	Washburn Marina	-21,162.00
8-Aug	Deposit	30,081.93
11-Aug Ck# 983	Washburn Marina	-21,162.00
14-Aug Ck# 984	Washburn Marina	-21,162.00
18-Aug	Deposit	46,170.54
23-Aug	Deposit	9,433.68
25-Aug Ck# 985	Washburn Marina	-21,160.00
	Sales Tax	-5,518.68
31-Aug	Deposit	27,637.60
31-Aug	Interest	9.12
1-Sep	Deposit	8,988.45
5-Sep Ck# 986	Washburn Marina	-22,064.00
11-Sep Ck# 987	Washburn Marina	-22,064.00
12-Sep	Deposit	33,908.29

Balance as of 9/12/23

65,079.52

49 E Yew Street
Sturgeon Bay, WI 54235 USA
Phone: (920) 743-6202

Email: acctsrec@marinetravellift.com

Remit To:
Marine Travelift Inc
49 E Yew Street
Sturgeon Bay, WI 54235

Invoice #	145336
Invoice Date	6/29/2023

Sold to:
WASHBURN MARINA
1 MARINA DR
WASHBURN WI 54891

Ship to:
WASHBURN MARINA
1 MARINA DR

WASHBURN WI 54891

Order #	Order Date	Cust #	Loc	Rep	Customer PO	Job #	Col/PPD	Terms
152485	6/29/2023	M49093	40	192	Z-7582		N/A	DUE ON RECPT

Ship #	Ship Date	Ship Via	FOB
0	6/29/2023	MTI SERVTECH	

Line	Item	U/M	Qty Ord	Qty B/O	Qty Invc	Pricing
1	601734	EA	8	0		Unit Price: \$104.98
					8	Extended: \$839.84 Net Price: \$839.84
	FLAP,TIRE,20 X 14					
2	701642	EA	8	0		Unit Price: \$43.48
					8	Extended: \$347.84 Net Price: \$347.84
	CLOSURE ASSY,VALVE SLOT,7.50					
3	607846	EA	8	0		Unit Price: \$86.57
					8	Extended: \$692.56 Net Price: \$692.56
	TUBE,TIRE,14X20					

Handwritten signature and notes:
OK
6/29/23
210-00-53540-342-000
DUE ON RECPT

Sales Amount	\$1,880.24
Deposit Applied	\$0.00
Amt Paid	\$0.00
Misc. Charges	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
Total Due	\$1,880.24

Please Note:

If the currency symbol is \$, amount to be paid in USD, if €, amount to be paid in EUR, and if £, amount to be paid in GBP.

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US

Washburn Marina
Balance Sheet
As of August 31, 2023

	<u>Aug 31, 23</u>		
ASSETS		LIABILITIES & EQUITY	
Current Assets		Liabilities	
Checking/Savings		Current Liabilities	
1-1100 · Cash		Accounts Payable	
1-1110 · Checking	34,229.39	2-1100 · Accounts Payable	8,618.77
1-1120 · Petty Cash	328.84	Total Accounts Payable	8,618.77
Total 1-1100 · Cash	<u>34,558.23</u>	Credit Cards	
Total Checking/Savings	34,558.23	2-1110 · Credit Card Payable	11,239.01
Accounts Receivable		Total Credit Cards	11,239.01
1-1200 · Accounts Receivable		Other Current Liabilities	
1-1210 · Billed Invoices	75,841.63	2-1300 · Payroll Liabilities	
1-1220 · Slip Holder Fees	42.28	2-1310 · Employee Health Benefits	309.14
Total 1-1200 · Accounts Receivable	<u>75,883.91</u>	2-1320 · Unemployment Comp Tax	418.62
Total Accounts Receivable	75,883.91	2-1330 · State Withholding	601.53
Other Current Assets		2-1340 · Federal/FICA Withholding	3,777.32
1-1300 · Ship Store Inventory		Total 2-1300 · Payroll Liabilities	5,106.61
1-1311 · Clothing	703.66	2-1400 · Tax Liabilities	
1-1312 · Consumables	211.57	2-1410 · Sales Tax Payable	3,732.82
1-1313 · Marine Supplies	69,612.80	Total 2-1400 · Tax Liabilities	3,732.82
1-1314 · Personal Items	2,489.85	2-1500 · Other Liabilities	
1-1316 · Diesel Fuel	8,087.75	2-1520 · Deferred Unearned Revenue	
1-1317 · Gasoline	7,642.84	2-1521 · Slip Rent and Sales	9,225.45
Total 1-1300 · Ship Store Inventory	<u>88,748.47</u>	2-1522 · Gift Certificates Outstanding	767.88
1-1330 · Notes Receivable	-49.98	2-1523 · Haul Out, Storage, Launch	8,708.30
1-1340 · Prepaid Expenses	10,239.14	Total 2-1520 · Deferred Unearned Revenue	18,701.63
12000 · Undeposited Funds	243.05	2-1530 · Refundable Deposits	4,070.30
Total Other Current Assets	<u>99,180.68</u>	Total 2-1500 · Other Liabilities	22,771.93
Total Current Assets	<u>209,622.82</u>	Total Other Current Liabilities	31,611.36
TOTAL ASSETS	<u><u>209,622.82</u></u>	Total Current Liabilities	51,469.14
		Total Liabilities	51,469.14
		Equity	
		3-3000 · Retained Earnings	71,680.38
		Net Income	86,473.30
		Total Equity	158,153.68
		TOTAL LIABILITIES & EQUITY	<u><u>209,622.82</u></u>

Washburn Marina Washburn Marina Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	4,577.03	6,500.00	-1,922.97	70.42%	168,720.74	160,575.00	8,145.74	105.07%
4-2000 · Service Dept Income	54,821.07	58,684.00	-3,862.93	93.42%	342,406.34	309,533.00	32,873.34	110.62%
4-3000 · Ship Store Income	22,540.09	28,650.00	-6,109.91	78.67%	123,727.34	139,780.00	-16,052.66	88.52%
Total Income	81,938.19	93,834.00	-11,895.81	87.32%	634,854.42	609,888.00	24,966.42	104.09%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,787.89	19,700.00	4,087.89	120.75%	105,926.99	89,116.00	16,810.99	118.86%
5-3000 · Ship Store COGS	14,515.11	20,560.00	-6,044.89	70.6%	91,209.72	99,040.00	-7,830.28	92.09%
Total COGS	38,303.00	40,260.00	-1,957.00	95.14%	197,136.71	188,156.00	8,980.71	104.77%
Gross Profit	43,635.19	53,574.00	-9,938.81	81.45%	437,717.71	421,732.00	15,985.71	103.79%
Expense								
51100 · DO NOT USE Freight/Ship Cost	3.00				3.00			
6-1000 · Facility Expenses	4,786.91	5,400.00	-613.09	88.65%	25,043.48	25,400.00	-356.52	98.6%
6-2000 · Service Dept Expenses	8,947.62	12,893.00	-3,945.38	69.4%	43,995.69	57,221.00	-13,225.31	76.89%
6-3000 · Ship Store Expenses	10,680.77	11,406.00	-725.23	93.64%	38,234.07	40,664.00	-2,429.93	94.02%
6-4000 · General Expenses	31,867.31	35,850.00	-3,982.69	88.89%	129,348.85	144,639.00	-15,290.15	89.43%
Total Expense	56,285.61	65,549.00	-9,263.39	85.87%	236,625.09	267,924.00	-31,298.91	88.32%
Net Ordinary Income	-12,650.42	-11,975.00	-675.42	105.64%	201,092.62	153,808.00	47,284.62	130.74%
Net Income	-12,650.42	-11,975.00	-675.42	105.64%	201,092.62	153,808.00	47,284.62	130.74%

	Aug 23	Aug 22	\$ Change	% Change	Apr - Aug 23	Apr - Aug 22	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	4,577.03	9,044.83	-4,467.80	-49.4%	168,720.74	165,990.41	2,730.33	1.65%
4-2000 · Service Dept Income	54,821.07	56,736.67	-1,915.60	-3.38%	342,406.34	317,289.93	25,116.41	7.92%
4-3000 · Ship Store Income	22,540.09	23,369.91	-829.82	-3.55%	123,727.34	110,338.42	13,388.92	12.13%
Total Income	81,938.19	89,151.41	-7,213.22	-8.09%	634,854.42	593,618.76	41,235.66	6.95%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,787.89	24,537.43	-749.54	-3.06%	105,926.99	98,399.48	7,527.51	7.65%
5-3000 · Ship Store COGS	14,515.11	17,327.30	-2,812.19	-16.23%	91,209.72	72,364.13	18,845.59	26.04%
Total COGS	38,303.00	41,864.73	-3,561.73	-8.51%	197,136.71	170,763.61	26,373.10	15.44%
Gross Profit	43,635.19	47,286.68	-3,651.49	-7.72%	437,717.71	422,855.15	14,862.56	3.52%
Expense								
6-1000 · Facility Expenses	4,786.91	4,911.34	-124.43	-2.53%	25,043.48	23,038.72	2,004.76	8.7%
6-2000 · Service Dept Expenses	8,947.62	10,340.84	-1,393.22	-13.47%	43,995.69	53,286.55	-9,290.86	-17.44%
6-3000 · Ship Store Expenses	10,680.77	9,531.78	1,148.99	12.05%	38,234.07	29,078.21	9,155.86	31.49%
6-4000 · General Expenses	31,867.31	32,298.55	-431.24	-1.34%	129,348.85	131,725.51	-2,376.66	-1.8%
Total Expense	56,282.61	57,082.51	-799.90	-1.4%	236,622.09	237,128.99	-506.90	-0.21%
Net Ordinary Income	-12,647.42	-9,795.83	-2,851.59	-29.11%	201,095.62	185,726.16	15,369.46	8.28%
Net Income	-12,647.42	-9,795.83	-2,851.59	-29.11%	201,095.62	185,726.16	15,369.46	8.28%

Washburn Marina Washburn Marina Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income								
4-1100 · In-Season	1,633.90	6,000.00	-4,366.10	27.23%	148,423.94	145,000.00	3,423.94	102.36%
4-1200 · Off-Season	2,585.43	0.00	2,585.43	100.0%	18,351.47	13,075.00	5,276.47	140.36%
4-1400 · Misc Services	357.70	500.00	-142.30	71.54%	1,945.33	2,500.00	-554.67	77.81%
Total 4-1000 · Facility Income	4,577.03	6,500.00	-1,922.97	70.42%	168,720.74	160,575.00	8,145.74	105.07%
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	5,400.00	9,607.00	-4,207.00	56.21%	30,737.50	43,101.00	-12,363.50	71.32%
4-2112 · Fiberglass-Woodwork	9,680.00	14,410.00	-4,730.00	67.18%	72,544.00	57,791.00	14,753.00	125.53%
4-2113 · Mechanical	25,005.01	15,371.00	9,634.01	162.68%	92,103.51	66,881.00	25,222.51	137.71%
4-2114 · Rigging	120.00	1,921.00	-1,801.00	6.25%	7,610.00	11,221.00	-3,611.00	67.82%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	5,218.36	5,649.00	-430.64	92.38%	66,317.64	71,642.00	-5,324.36	92.57%
4-2122 · Other Unit Billed	1,505.00	1,076.00	429.00	139.87%	11,785.00	13,647.00	-1,862.00	86.36%
Total 4-2120 · Unit Billed Services	6,723.36	6,725.00	-1.64	99.98%	78,102.64	85,289.00	-7,186.36	91.57%
Total 4-2100 · Labor	46,928.37	48,034.00	-1,105.63	97.7%	281,097.65	264,283.00	16,814.65	106.36%
4-2200 · Materials	7,655.62	10,000.00	-2,344.38	76.56%	54,155.26	42,500.00	11,655.26	127.42%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	2,500.00	0.00	2,500.00	100.0%
4-2400 · Misc Charges	237.08	750.00	-512.92	31.61%	4,653.43	3,250.00	1,403.43	143.18%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	0.00	-500.00	500.00	0.0%
Total 4-2000 · Service Dept Income	54,821.07	58,684.00	-3,862.93	93.42%	342,406.34	309,533.00	32,873.34	110.62%
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	548.30	750.00	-201.70	73.11%	2,577.44	2,350.00	227.44	109.68%
4-3120 · Consumables	365.74	400.00	-34.26	91.44%	1,124.19	1,200.00	-75.81	93.68%
4-3130 · Marine Supplies	7,378.97	10,000.00	-2,621.03	73.79%	57,199.63	62,000.00	-4,800.37	92.26%
4-3140 · Personal Items	821.84	1,000.00	-178.16	82.18%	2,948.66	3,500.00	-551.34	84.25%
4-3150 · Special Orders	1,458.87	4,000.00	-2,541.13	36.47%	18,404.16	23,000.00	-4,595.84	80.02%
Total 4-3100 · Store Sales	10,573.72	16,150.00	-5,576.28	65.47%	82,254.08	92,050.00	-9,795.92	89.36%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	803.85	2,000.00	-1,196.15	40.19%	5,843.82	9,500.00	-3,656.18	61.51%
4-3220 · Gasoline	10,697.77	10,000.00	697.77	106.98%	34,652.53	37,000.00	-2,347.47	93.66%
4-3230 · Pump Out	464.75	500.00	-35.25	92.95%	976.91	1,230.00	-253.09	79.42%
Total 4-3200 · Fuel Dock Sales	11,966.37	12,500.00	-533.63	95.73%	41,473.26	47,730.00	-6,256.74	86.89%
Total 4-3000 · Ship Store Income	22,540.09	28,650.00	-6,109.91	78.67%	123,727.34	139,780.00	-16,052.66	88.52%
Total Income	81,938.19	93,834.00	-11,895.81	87.32%	634,854.42	609,888.00	24,966.42	104.09%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								
5-2111 · Electrical-Plumbing	1,875.75	1,778.00	97.75	105.5%	9,605.27	8,312.00	1,293.27	115.56%

Washburn Marina Washburn Marina Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
5-2112 · Fiberglass-Woodworking	8,400.20	4,826.00	3,574.20	174.06%	25,224.10	22,560.00	2,664.10	111.81%
5-2113 · Mechanical	5,847.07	2,540.00	3,307.07	230.2%	17,654.36	11,873.00	5,781.36	148.69%
5-2114 · Rigging	216.04	508.00	-291.96	42.53%	1,102.31	2,375.00	-1,272.69	46.41%
Total 5-2110 · Billable Hourly Labor	16,339.06	9,652.00	6,687.06	169.28%	53,586.04	45,120.00	8,466.04	118.76%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	693.91	2,560.00	-1,866.09	27.11%	14,258.43	11,966.00	2,292.43	119.16%
5-2122 · Other	303.37	488.00	-184.63	62.17%	658.48	2,280.00	-1,621.52	28.88%
Total 5-2120 · Unit Billed Services	997.28	3,048.00	-2,050.72	32.72%	14,916.91	14,246.00	670.91	104.71%
Total 5-2100 · Labor	17,336.34	12,700.00	4,636.34	136.51%	68,502.95	59,366.00	9,136.95	115.39%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	2,100.00	0.00	2,100.00	100.0%
5-2300 · Materials	6,451.55	7,000.00	-548.45	92.17%	35,324.04	29,750.00	5,574.04	118.74%
Total 5-2000 · Service Dept COGS	23,787.89	19,700.00	4,087.89	120.75%	105,926.99	89,116.00	16,810.99	118.86%
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	389.42	600.00	-210.58	64.9%	1,803.13	1,880.00	-76.87	95.91%
5-3120 · Consumables	268.48	300.00	-31.52	89.49%	814.45	900.00	-85.55	90.49%
5-3130 · Marine Supplies	4,839.00	6,500.00	-1,661.00	74.45%	40,309.78	40,300.00	9.78	100.02%
5-3140 · Personal Items	508.41	760.00	-251.59	66.9%	1,815.77	2,660.00	-844.23	68.26%
5-3150 · Special Orders	963.01	2,800.00	-1,836.99	34.39%	14,922.39	16,100.00	-1,177.61	92.69%
Total 5-3100 · Store Sales	6,968.32	10,960.00	-3,991.68	63.58%	59,665.52	61,840.00	-2,174.48	96.48%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	235.76	1,600.00	-1,364.24	14.74%	4,618.03	7,600.00	-2,981.97	60.76%
5-3220 · Gasoline	7,311.03	8,000.00	-688.97	91.39%	26,926.17	29,600.00	-2,673.83	90.97%
Total 5-3200 · Fuel Dock Sales	7,546.79	9,600.00	-2,053.21	78.61%	31,544.20	37,200.00	-5,655.80	84.8%
Total 5-3000 · Ship Store COGS	14,515.11	20,560.00	-6,044.89	70.6%	91,209.72	99,040.00	-7,830.28	92.09%
Total COGS	38,303.00	40,260.00	-1,957.00	95.14%	197,136.71	188,156.00	8,980.71	104.77%
Gross Profit	43,635.19	53,574.00	-9,938.81	81.45%	437,717.71	421,732.00	15,985.71	103.79%
Expense								
51100 · DO NOT USE Freight/Ship Cost	3.00				3.00			
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	1,424.86	1,500.00	-75.14	94.99%	6,442.02	6,000.00	442.02	107.37%
6-1120 · Buildings/Grounds	762.53	1,500.00	-737.47	50.84%	6,830.28	7,800.00	-969.72	87.57%
Total 6-1100 · Utilities	2,187.39	3,000.00	-812.61	72.91%	13,272.30	13,800.00	-527.70	96.18%
6-1200 · Maintenance & Supplies								
6-1210 · Marina	727.64	600.00	127.64	121.27%	1,838.22	2,600.00	-761.78	70.7%
6-1220 · Buildings/Grounds	1,871.88	1,300.00	571.88	143.99%	9,932.96	6,500.00	3,432.96	152.82%
Total 6-1200 · Maintenance & Supplies	2,599.52	1,900.00	699.52	136.82%	11,771.18	9,100.00	2,671.18	129.35%
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	2,500.00	-2,500.00	0.0%
Total 6-1000 · Facility Expenses	4,786.91	5,400.00	-613.09	88.65%	25,043.48	25,400.00	-356.52	98.6%
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								

Washburn Marina Washburn Marina Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
6-2111 · Administrative	4,433.06	4,869.00	-435.94	91.05%	16,077.42	18,645.00	-2,567.58	86.23%
6-2112 · Warranty/Credit	764.49	696.00	68.49	109.84%	4,296.23	2,664.00	1,632.23	161.27%
6-2113 · General Maintenance	318.32	1,391.00	-1,072.68	22.88%	1,498.21	5,327.00	-3,828.79	28.13%
Total 6-2110 · Non-Billable Salary & Wages	5,515.87	6,956.00	-1,440.13	79.3%	21,871.86	26,636.00	-4,764.14	82.11%
6-2120 · FICA/Medicare	1,893.87	2,147.00	-253.13	88.21%	7,461.24	7,871.00	-409.76	94.79%
6-2130 · Unemployment Compensation	88.82	50.00	38.82	177.64%	793.51	710.00	83.51	111.76%
6-2140 · Workers Compensation	-1,259.34	559.00	-1,818.34	-225.28%	2,496.20	2,795.00	-298.80	89.31%
Total 6-2100 · Non-Billable Wages & Taxes	6,239.22	9,712.00	-3,472.78	64.24%	32,622.81	38,012.00	-5,389.19	85.82%
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,501.60	1,854.00	-352.40	80.99%
6-2220 · Personal Time Compensation	2,055.30	649.00	1,406.30	316.69%	3,637.50	3,245.00	392.50	112.1%
6-2230 · Health Insurance	487.34	525.00	-37.66	92.83%	957.16	2,625.00	-1,667.84	36.46%
6-2240 · Retirement Plan	510.03	340.00	170.03	150.01%	1,898.70	1,700.00	198.70	111.69%
Total 6-2200 · Employee Benefits	3,052.67	1,514.00	1,538.67	201.63%	7,994.96	9,424.00	-1,429.04	84.84%
6-2310 · Education & Training	0.00	167.00	-167.00	0.0%	98.75	835.00	-736.25	11.83%
6-2320 · Equipment Maintenance	50.60	525.00	-474.40	9.64%	1,337.93	2,625.00	-1,287.07	50.97%
6-2330 · Freight & Shipping	318.75	275.00	43.75	115.91%	2,488.26	1,375.00	1,113.26	180.96%
6-2340 · Hazardous Waste Removal	417.75	0.00	417.75	100.0%	497.75	300.00	197.75	165.92%
6-2350 · Small Tools	285.08	400.00	-114.92	71.27%	1,346.98	2,000.00	-653.02	67.35%
6-2360 · Supplies	-1,620.50	0.00	-1,620.50	100.0%	-5,691.44	0.00	-5,691.44	100.0%
6-2370 · Travel/Lodging/Meals	30.79	50.00	-19.21	61.58%	248.11	150.00	98.11	165.41%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	1,702.01	1,250.00	452.01	136.16%
6-2390 · Utilities	104.34	100.00	4.34	104.34%	520.48	500.00	20.48	104.1%
6-2400 · Warranty Parts	68.92	150.00	-81.08	45.95%	829.09	750.00	79.09	110.55%
Total 6-2000 · Service Dept Expenses	8,947.62	12,893.00	-3,945.38	69.4%	43,995.69	57,221.00	-13,225.31	76.89%
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	9,233.13	9,294.00	-60.87	99.35%	28,145.64	30,270.00	-2,124.36	92.98%
6-3120 · FICA/Medicare	740.74	711.00	29.74	104.18%	2,694.78	2,316.00	378.78	116.36%
6-3130 · Unemployment Compensation	34.74	25.00	9.74	138.96%	223.16	340.00	-116.84	65.64%
6-3140 · Workers Compensation	-492.57	229.00	-721.57	-215.1%	728.39	1,145.00	-416.61	63.62%
Total 6-3100 · Wages & Taxes	9,516.04	10,259.00	-742.96	92.76%	31,791.97	34,071.00	-2,279.03	93.31%
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	0.00	0.00	0.00	0.0%	900.00	344.00	556.00	261.63%
6-3220 · Personal Time Compensation	405.00	125.00	280.00	324.0%	663.19	625.00	38.19	106.11%
6-3230 · Health Insurance	487.34	525.00	-37.66	92.83%	2,439.02	2,625.00	-185.98	92.92%
6-3240 · Retirement Plan	78.14	102.00	-23.86	76.61%	278.43	374.00	-95.57	74.45%
Total 6-3200 · Employee Benefits	970.48	752.00	218.48	129.05%	4,280.64	3,968.00	312.64	107.88%
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3310 · Equipment/Maintenance	0.00	30.00	-30.00	0.0%	4.98	150.00	-145.02	3.32%
6-3320 · Freight/Shipping	-45.14	200.00	-245.14	-22.57%	647.70	1,050.00	-402.30	61.69%
6-3330 · Supplies	105.81	65.00	40.81	162.79%	498.92	325.00	173.92	153.51%
6-3340 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

Washburn Marina Washburn Marina Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	470.85	600.00	-129.15	78.48%
6-3360 · Utilities	104.38	100.00	4.38	104.38%	520.52	500.00	20.52	104.1%
6-3370 · Over/Under	29.20	0.00	29.20	100.0%	18.49	0.00	18.49	100.0%
Total 6-3000 · Ship Store Expenses	10,680.77	11,406.00	-725.23	93.64%	38,234.07	40,664.00	-2,429.93	94.02%
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	16,359.24	16,139.00	220.24	101.37%	60,571.95	58,205.00	2,366.95	104.07%
6-4120 · Repair/Maintenance Wages	6,320.83	7,259.00	-938.17	87.08%	18,980.98	25,945.00	-6,964.02	73.16%
6-4130 · FICA/Medicare	1,759.63	1,840.00	-80.37	95.63%	5,556.88	6,768.00	-1,211.12	82.11%
6-4140 · Unemployment Compensation	82.52	105.00	-22.48	78.59%	293.11	530.00	-236.89	55.3%
6-4150 · Workers Compensation	-1,170.09	450.00	-1,620.09	-260.02%	2,037.41	2,250.00	-212.59	90.55%
Total 6-4100 · Wages & Taxes	23,352.13	25,793.00	-2,440.87	90.54%	87,440.33	93,698.00	-6,257.67	93.32%
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,501.11	540.00	961.11	277.98%
6-4220 · Personal Time Compensation	215.25	325.00	-109.75	66.23%	1,129.29	1,625.00	-495.71	69.5%
6-4230 · Health Insurance	1,560.62	2,105.00	-544.38	74.14%	3,277.95	10,525.00	-7,247.05	31.14%
6-4240 · Retirement Plan	602.04	640.00	-37.96	94.07%	2,231.61	2,348.00	-116.39	95.04%
Total 6-4200 · Employee Benefits	2,377.91	3,070.00	-692.09	77.46%	8,139.96	15,038.00	-6,898.04	54.13%
6-4300 · Advertising & Marketing	791.75	1,640.00	-848.25	48.28%	4,622.29	5,085.00	-462.71	90.9%
6-4310 · Contract Services	53.30	40.00	13.30	133.25%	258.28	200.00	58.28	129.14%
6-4320 · Donations	0.00	0.00	0.00	0.0%	689.66	650.00	39.66	106.1%
6-4330 · Education & Training	0.00	167.00	-167.00	0.0%	98.75	868.00	-769.25	11.38%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	21.98	125.00	-103.02	17.58%
6-4350 · Insurance	1,988.67	2,100.00	-111.33	94.7%	9,823.35	10,500.00	-676.65	93.56%
6-4370 · License/Permit/Fee/Dues/Subscr	400.00	250.00	150.00	160.0%	1,172.00	1,150.00	22.00	101.91%
6-4380 · Office Supplies/Postage	269.73	175.00	94.73	154.13%	1,159.57	875.00	284.57	132.52%
6-4390 · Professional Services	0.00	150.00	-150.00	0.0%	3,652.99	3,600.00	52.99	101.47%
6-4400 · Service Charges	2,398.15	2,000.00	398.15	119.91%	9,547.85	10,300.00	-752.15	92.7%
6-4410 · Supplies	44.58	100.00	-55.42	44.58%	482.85	500.00	-17.15	96.57%
6-4420 · Travel/Lodging/Miles	0.00	25.00	-25.00	0.0%	14.41	125.00	-110.59	11.53%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	419.28	350.00	69.28	119.79%
6-4440 · Utilities	265.03	265.00	0.03	100.01%	1,361.04	1,325.00	36.04	102.72%
6-4450 · Misc Expenses	-33.72	100.00	-133.72	-33.72%	673.60	500.00	173.60	134.72%
6-4460 · Purchases Discount	-40.22	-50.00	9.78	80.44%	-229.34	-250.00	20.66	91.74%
Total 6-4000 · General Expenses	31,867.31	35,850.00	-3,982.69	88.89%	129,348.85	144,639.00	-15,290.15	89.43%
Total Expense	56,285.61	65,549.00	-9,263.39	85.87%	236,625.09	267,924.00	-31,298.91	88.32%
Net Ordinary Income	-12,650.42	-11,975.00	-675.42	105.64%	201,092.62	153,808.00	47,284.62	130.74%
Net Income	-12,650.42	-11,975.00	-675.42	105.64%	201,092.62	153,808.00	47,284.62	130.74%

Washburn Marina Facilities Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income								
4-1100 · In-Season	1,633.90	6,000.00	-4,366.10	27.23%	148,423.94	145,000.00	3,423.94	102.36%
4-1200 · Off-Season	2,585.43	0.00	2,585.43	100.0%	18,351.47	13,075.00	5,276.47	140.36%
4-1300 · Maintenance Fees	0.00	0.00	0.00	0.0%	144,317.36	144,317.00	0.36	100.0%
4-1400 · Misc Services	357.70	500.00	-142.30	71.54%	1,945.33	2,500.00	-554.67	77.81%
Total 4-1000 · Facility Income	4,577.03	6,500.00	-1,922.97	70.42%	313,038.10	304,892.00	8,146.10	102.67%
Total Income	4,577.03	6,500.00	-1,922.97	70.42%	313,038.10	304,892.00	8,146.10	102.67%
Gross Profit	4,577.03	6,500.00	-1,922.97	70.42%	313,038.10	304,892.00	8,146.10	102.67%
Expense								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	1,424.86	1,500.00	-75.14	94.99%	6,442.02	6,000.00	442.02	107.37%
6-1120 · Buildings/Grounds	762.53	1,500.00	-737.47	50.84%	6,830.28	7,800.00	-969.72	87.57%
Total 6-1100 · Utilities	2,187.39	3,000.00	-812.61	72.91%	13,272.30	13,800.00	-527.70	96.18%
6-1200 · Maintenance & Supplies								
6-1210 · Marina	727.64	600.00	127.64	121.27%	1,838.22	2,600.00	-761.78	70.7%
6-1220 · Buildings/Grounds	1,871.88	1,300.00	571.88	143.99%	9,932.96	6,500.00	3,432.96	152.82%
Total 6-1200 · Maintenance & Supplies	2,599.52	1,900.00	699.52	136.82%	11,771.18	9,100.00	2,671.18	129.35%
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	2,500.00	-2,500.00	0.0%
Total 6-1000 · Facility Expenses	4,786.91	5,400.00	-613.09	88.65%	25,043.48	25,400.00	-356.52	98.6%
Total Expense	4,786.91	5,400.00	-613.09	88.65%	25,043.48	25,400.00	-356.52	98.6%
Net Ordinary Income	-209.88	1,100.00	-1,309.88	-19.08%	287,994.62	279,492.00	8,502.62	103.04%
Net Income	-209.88	1,100.00	-1,309.88	-19.08%	287,994.62	279,492.00	8,502.62	103.04%
	Aug 23	Aug 22	\$ Change	% Change	Apr - Aug 23	Apr - Aug 22	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	4,577.03	9,044.83	-4,467.80	-49.4%	313,038.10	306,225.21	6,812.89	2.23%
Total Income	4,577.03	9,044.83	-4,467.80	-49.4%	313,038.10	306,225.21	6,812.89	2.23%
Gross Profit	4,577.03	9,044.83	-4,467.80	-49.4%	313,038.10	306,225.21	6,812.89	2.23%
Expense								
6-1000 · Facility Expenses	4,786.91	4,911.34	-124.43	-2.53%	25,043.48	23,038.72	2,004.76	8.7%
Total Expense	4,786.91	4,911.34	-124.43	-2.53%	25,043.48	23,038.72	2,004.76	8.7%
Net Ordinary Income	-209.88	4,133.49	-4,343.37	-105.08%	287,994.62	283,186.49	4,808.13	1.7%
Net Income	-209.88	4,133.49	-4,343.37	-105.08%	287,994.62	283,186.49	4,808.13	1.7%

Washburn Marina Service Department Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	5,400.00	9,607.00	-4,207.00	56.21%	30,737.50	43,101.00	-12,363.50	71.32%
4-2112 · Fiberglass-Woodwork	9,680.00	14,410.00	-4,730.00	67.18%	72,544.00	57,791.00	14,753.00	125.53%
4-2113 · Mechanical	25,005.01	15,371.00	9,634.01	162.68%	92,103.51	66,881.00	25,222.51	137.71%
4-2114 · Rigging	120.00	1,921.00	-1,801.00	6.25%	7,610.00	11,221.00	-3,611.00	67.82%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	5,218.36	5,649.00	-430.64	92.38%	66,317.64	71,642.00	-5,324.36	92.57%
4-2122 · Other Unit Billed	1,505.00	1,076.00	429.00	139.87%	11,785.00	13,647.00	-1,862.00	86.36%
Total 4-2120 · Unit Billed Services	6,723.36	6,725.00	-1.64	99.98%	78,102.64	85,289.00	-7,186.36	91.57%
Total 4-2100 · Labor	46,928.37	48,034.00	-1,105.63	97.7%	281,097.65	264,283.00	16,814.65	106.36%
4-2200 · Materials	7,655.62	10,000.00	-2,344.38	76.56%	54,155.26	42,500.00	11,655.26	127.42%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	2,500.00	0.00	2,500.00	100.0%
4-2400 · Misc Charges	237.08	750.00	-512.92	31.61%	4,653.43	3,250.00	1,403.43	143.18%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	0.00	-500.00	500.00	0.0%
Total 4-2000 · Service Dept Income	54,821.07	58,684.00	-3,862.93	93.42%	342,406.34	309,533.00	32,873.34	110.62%
Total Income	54,821.07	58,684.00	-3,862.93	93.42%	342,406.34	309,533.00	32,873.34	110.62%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								
5-2111 · Electrical-Plumbing	1,875.75	1,778.00	97.75	105.5%	9,605.27	8,312.00	1,293.27	115.56%
5-2112 · Fiberglass-Woodworking	8,400.20	4,826.00	3,574.20	174.06%	25,224.10	22,560.00	2,664.10	111.81%
5-2113 · Mechanical	5,847.07	2,540.00	3,307.07	230.2%	17,654.36	11,873.00	5,781.36	148.69%
5-2114 · Rigging	216.04	508.00	-291.96	42.53%	1,102.31	2,375.00	-1,272.69	46.41%
Total 5-2110 · Billable Hourly Labor	16,339.06	9,652.00	6,687.06	169.28%	53,586.04	45,120.00	8,466.04	118.76%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	693.91	2,560.00	-1,866.09	27.11%	14,258.43	11,966.00	2,292.43	119.16%
5-2122 · Other	303.37	488.00	-184.63	62.17%	658.48	2,280.00	-1,621.52	28.88%
Total 5-2120 · Unit Billed Services	997.28	3,048.00	-2,050.72	32.72%	14,916.91	14,246.00	670.91	104.71%
Total 5-2100 · Labor	17,336.34	12,700.00	4,636.34	136.51%	68,502.95	59,366.00	9,136.95	115.39%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	2,100.00	0.00	2,100.00	100.0%
5-2300 · Materials	6,451.55	7,000.00	-548.45	92.17%	35,324.04	29,750.00	5,574.04	118.74%
Total 5-2000 · Service Dept COGS	23,787.89	19,700.00	4,087.89	120.75%	105,926.99	89,116.00	16,810.99	118.86%
Total COGS	23,787.89	19,700.00	4,087.89	120.75%	105,926.99	89,116.00	16,810.99	118.86%
Gross Profit	31,033.18	38,984.00	-7,950.82	79.61%	236,479.35	220,417.00	16,062.35	107.29%
Expense								
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								
6-2111 · Administrative	4,433.06	4,869.00	-435.94	91.05%	16,077.42	18,645.00	-2,567.58	86.23%

Washburn Marina Service Department Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
6-2112 · Warranty/Credit	764.49	696.00	68.49	109.84%	4,296.23	2,664.00	1,632.23	161.27%
6-2113 · General Maintenance	318.32	1,391.00	-1,072.68	22.88%	1,498.21	5,327.00	-3,828.79	28.13%
Total 6-2110 · Non-Billable Salary & Wages	5,515.87	6,956.00	-1,440.13	79.3%	21,871.86	26,636.00	-4,764.14	82.11%
6-2120 · FICA/Medicare	1,893.87	2,147.00	-253.13	88.21%	7,461.24	7,871.00	-409.76	94.79%
6-2130 · Unemployment Compensation	88.82	50.00	38.82	177.64%	793.51	710.00	83.51	111.76%
6-2140 · Workers Compensation	-1,259.34	559.00	-1,818.34	-225.28%	2,496.20	2,795.00	-298.80	89.31%
Total 6-2100 · Non-Billable Wages & Taxes	6,239.22	9,712.00	-3,472.78	64.24%	32,622.81	38,012.00	-5,389.19	85.82%
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,501.60	1,854.00	-352.40	80.99%
6-2220 · Personal Time Compensation	2,055.30	649.00	1,406.30	316.69%	3,637.50	3,245.00	392.50	112.1%
6-2230 · Health Insurance	487.34	525.00	-37.66	92.83%	957.16	2,625.00	-1,667.84	36.46%
6-2240 · Retirement Plan	510.03	340.00	170.03	150.01%	1,898.70	1,700.00	198.70	111.69%
Total 6-2200 · Employee Benefits	3,052.67	1,514.00	1,538.67	201.63%	7,994.96	9,424.00	-1,429.04	84.84%
6-2310 · Education & Training	0.00	167.00	-167.00	0.0%	98.75	835.00	-736.25	11.83%
6-2320 · Equipment Maintenance	50.60	525.00	-474.40	9.64%	1,337.93	2,625.00	-1,287.07	50.97%
6-2330 · Freight & Shipping	318.75	275.00	43.75	115.91%	2,488.26	1,375.00	1,113.26	180.96%
6-2340 · Hazardous Waste Removal	417.75	0.00	417.75	100.0%	497.75	300.00	197.75	165.92%
6-2350 · Small Tools	285.08	400.00	-114.92	71.27%	1,346.98	2,000.00	-653.02	67.35%
6-2360 · Supplies	-1,620.50	0.00	-1,620.50	100.0%	-5,691.44	0.00	-5,691.44	100.0%
6-2370 · Travel/Lodging/Meals	30.79	50.00	-19.21	61.58%	248.11	150.00	98.11	165.41%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	1,702.01	1,250.00	452.01	136.16%
6-2390 · Utilities	104.34	100.00	4.34	104.34%	520.48	500.00	20.48	104.1%
6-2400 · Warranty Parts	68.92	150.00	-81.08	45.95%	829.09	750.00	79.09	110.55%
Total 6-2000 · Service Dept Expenses	8,947.62	12,893.00	-3,945.38	69.4%	43,995.69	57,221.00	-13,225.31	76.89%
Total Expense	8,947.62	12,893.00	-3,945.38	69.4%	43,995.69	57,221.00	-13,225.31	76.89%
Net Ordinary Income	22,085.56	26,091.00	-4,005.44	84.65%	192,483.66	163,196.00	29,287.66	117.95%
Net Income	22,085.56	26,091.00	-4,005.44	84.65%	192,483.66	163,196.00	29,287.66	117.95%

	Aug 23	Aug 22	\$ Change	% Change	Apr - Aug 23	Apr - Aug 22	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income	54,821.07	56,736.67	-1,915.60	-3.38%	342,406.34	317,289.93	25,116.41	7.92%
Total Income	54,821.07	56,736.67	-1,915.60	-3.38%	342,406.34	317,289.93	25,116.41	7.92%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,787.89	24,537.43	-749.54	-3.06%	105,926.99	98,399.48	7,527.51	7.65%
Total COGS	23,787.89	24,537.43	-749.54	-3.06%	105,926.99	98,399.48	7,527.51	7.65%
Gross Profit	31,033.18	32,199.24	-1,166.06	-3.62%	236,479.35	218,890.45	17,588.90	8.04%
Expense								
6-2000 · Service Dept Expenses	8,947.62	10,340.84	-1,393.22	-13.47%	43,995.69	53,286.55	-9,290.86	-17.44%
Total Expense	8,947.62	10,340.84	-1,393.22	-13.47%	43,995.69	53,286.55	-9,290.86	-17.44%
Net Ordinary Income	22,085.56	21,858.40	227.16	1.04%	192,483.66	165,603.90	26,879.76	16.23%
Net Income	22,085.56	21,858.40	227.16	1.04%	192,483.66	165,603.90	26,879.76	16.23%

Washburn Marina Ship Store Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	548.30	750.00	-201.70	73.11%	2,577.44	2,350.00	227.44	109.68%
4-3120 · Consumables	365.74	400.00	-34.26	91.44%	1,124.19	1,200.00	-75.81	93.68%
4-3130 · Marine Supplies	7,378.97	10,000.00	-2,621.03	73.79%	57,199.63	62,000.00	-4,800.37	92.26%
4-3140 · Personal Items	821.84	1,000.00	-178.16	82.18%	2,948.66	3,500.00	-551.34	84.25%
4-3150 · Special Orders	1,458.87	4,000.00	-2,541.13	36.47%	18,404.16	23,000.00	-4,595.84	80.02%
Total 4-3100 · Store Sales	10,573.72	16,150.00	-5,576.28	65.47%	82,254.08	92,050.00	-9,795.92	89.36%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	803.85	2,000.00	-1,196.15	40.19%	5,843.82	9,500.00	-3,656.18	61.51%
4-3220 · Gasoline	10,697.77	10,000.00	697.77	106.98%	34,652.53	37,000.00	-2,347.47	93.66%
4-3230 · Pump Out	464.75	500.00	-35.25	92.95%	976.91	1,230.00	-253.09	79.42%
Total 4-3200 · Fuel Dock Sales	11,966.37	12,500.00	-533.63	95.73%	41,473.26	47,730.00	-6,256.74	86.89%
Total 4-3000 · Ship Store Income	22,540.09	28,650.00	-6,109.91	78.67%	123,727.34	139,780.00	-16,052.66	88.52%
Total Income	22,540.09	28,650.00	-6,109.91	78.67%	123,727.34	139,780.00	-16,052.66	88.52%
Cost of Goods Sold								
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	389.42	600.00	-210.58	64.9%	1,803.13	1,880.00	-76.87	95.91%
5-3120 · Consumables	268.48	300.00	-31.52	89.49%	814.45	900.00	-85.55	90.49%
5-3130 · Marine Supplies	4,839.00	6,500.00	-1,661.00	74.45%	40,309.78	40,300.00	9.78	100.02%
5-3140 · Personal Items	508.41	760.00	-251.59	66.9%	1,815.77	2,660.00	-844.23	68.26%
5-3150 · Special Orders	963.01	2,800.00	-1,836.99	34.39%	14,922.39	16,100.00	-1,177.61	92.69%
Total 5-3100 · Store Sales	6,968.32	10,960.00	-3,991.68	63.58%	59,665.52	61,840.00	-2,174.48	96.48%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	235.76	1,600.00	-1,364.24	14.74%	4,618.03	7,600.00	-2,981.97	60.76%
5-3220 · Gasoline	7,311.03	8,000.00	-688.97	91.39%	26,926.17	29,600.00	-2,673.83	90.97%
Total 5-3200 · Fuel Dock Sales	7,546.79	9,600.00	-2,053.21	78.61%	31,544.20	37,200.00	-5,655.80	84.8%
Total 5-3000 · Ship Store COGS	14,515.11	20,560.00	-6,044.89	70.6%	91,209.72	99,040.00	-7,830.28	92.09%
Total COGS	14,515.11	20,560.00	-6,044.89	70.6%	91,209.72	99,040.00	-7,830.28	92.09%
Gross Profit	8,024.98	8,090.00	-65.02	99.2%	32,517.62	40,740.00	-8,222.38	79.82%
Expense								
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	9,233.13	9,294.00	-60.87	99.35%	28,145.64	30,270.00	-2,124.36	92.98%
6-3120 · FICA/Medicare	740.74	711.00	29.74	104.18%	2,694.78	2,316.00	378.78	116.36%
6-3130 · Unemployment Compensation	34.74	25.00	9.74	138.96%	223.16	340.00	-116.84	65.64%
6-3140 · Workers Compensation	-492.57	229.00	-721.57	-215.1%	728.39	1,145.00	-416.61	63.62%
Total 6-3100 · Wages & Taxes	9,516.04	10,259.00	-742.96	92.76%	31,791.97	34,071.00	-2,279.03	93.31%
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	0.00	0.00	0.00	0.0%	900.00	344.00	556.00	261.63%

Washburn Marina Ship Store Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
6-3220 · Personal Time Compensation	405.00	125.00	280.00	324.0%	663.19	625.00	38.19	106.11%
6-3230 · Health Insurance	487.34	525.00	-37.66	92.83%	2,439.02	2,625.00	-185.98	92.92%
6-3240 · Retirement Plan	78.14	102.00	-23.86	76.61%	278.43	374.00	-95.57	74.45%
Total 6-3200 · Employee Benefits	970.48	752.00	218.48	129.05%	4,280.64	3,968.00	312.64	107.88%
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3310 · Equipment/Maintenance	0.00	30.00	-30.00	0.0%	4.98	150.00	-145.02	3.32%
6-3320 · Freight/Shipping	-42.14	200.00	-242.14	-21.07%	650.70	1,050.00	-399.30	61.97%
6-3330 · Supplies	105.81	65.00	40.81	162.79%	498.92	325.00	173.92	153.51%
6-3340 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	470.85	600.00	-129.15	78.48%
6-3360 · Utilities	104.38	100.00	4.38	104.38%	520.52	500.00	20.52	104.1%
6-3370 · Over/Under	29.20	0.00	29.20	100.0%	18.49	0.00	18.49	100.0%
Total 6-3000 · Ship Store Expenses	10,683.77	11,406.00	-722.23	93.67%	38,237.07	40,664.00	-2,426.93	94.03%
Total Expense	10,683.77	11,406.00	-722.23	93.67%	38,237.07	40,664.00	-2,426.93	94.03%
Net Ordinary Income	-2,658.79	-3,316.00	657.21	80.18%	-5,719.45	76.00	-5,795.45	-7,525.59%
Net Income	-2,658.79	-3,316.00	657.21	80.18%	-5,719.45	76.00	-5,795.45	-7,525.59%

	Aug 23	Aug 22	\$ Change	% Change	Apr - Aug 23	Apr - Aug 22	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income	22,540.09	23,369.91	-829.82	-3.55%	123,727.34	110,338.42	13,388.92	12.13%
Total Income	22,540.09	23,369.91	-829.82	-3.55%	123,727.34	110,338.42	13,388.92	12.13%
Cost of Goods Sold								
5-3000 · Ship Store COGS	14,515.11	17,327.30	-2,812.19	-16.23%	91,209.72	72,364.13	18,845.59	26.04%
Total COGS	14,515.11	17,327.30	-2,812.19	-16.23%	91,209.72	72,364.13	18,845.59	26.04%
Gross Profit	8,024.98	6,042.61	1,982.37	32.81%	32,517.62	37,974.29	-5,456.67	-14.37%
Expense								
6-3000 · Ship Store Expenses	10,683.77	9,531.78	1,151.99	12.09%	38,237.07	29,078.21	9,158.86	31.5%
Total Expense	10,683.77	9,531.78	1,151.99	12.09%	38,237.07	29,078.21	9,158.86	31.5%
Net Ordinary Income	-2,658.79	-3,489.17	830.38	23.8%	-5,719.45	8,896.08	-14,615.53	-164.29%
Net Income	-2,658.79	-3,489.17	830.38	23.8%	-5,719.45	8,896.08	-14,615.53	-164.29%

Washburn Marina General Expenses Budget vs. Actual August 2023

	Aug 23	Budget	\$ Over Budget	% of Budget	Apr - Aug 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	16,359.24	16,139.00	220.24	101.37%	60,571.95	58,205.00	2,366.95	104.07%
6-4120 · Repair/Maintenance Wages	6,320.83	7,259.00	-938.17	87.08%	18,980.98	25,945.00	-6,964.02	73.16%
6-4130 · FICA/Medicare	1,759.63	1,840.00	-80.37	95.63%	5,556.88	6,768.00	-1,211.12	82.11%
6-4140 · Unemployment Compensation	82.52	105.00	-22.48	78.59%	293.11	530.00	-236.89	55.3%
6-4150 · Workers Compensation	-1,170.09	450.00	-1,620.09	-260.02%	2,037.41	2,250.00	-212.59	90.55%
Total 6-4100 · Wages & Taxes	23,352.13	25,793.00	-2,440.87	90.54%	87,440.33	93,698.00	-6,257.67	93.32%
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,501.11	540.00	961.11	277.98%
6-4220 · Personal Time Compensation	215.25	325.00	-109.75	66.23%	1,129.29	1,625.00	-495.71	69.5%
6-4230 · Health Insurance	1,560.62	2,105.00	-544.38	74.14%	3,277.95	10,525.00	-7,247.05	31.14%
6-4240 · Retirement Plan	602.04	640.00	-37.96	94.07%	2,231.61	2,348.00	-116.39	95.04%
Total 6-4200 · Employee Benefits	2,377.91	3,070.00	-692.09	77.46%	8,139.96	15,038.00	-6,898.04	54.13%
6-4300 · Advertising & Marketing	791.75	1,640.00	-848.25	48.28%	4,622.29	5,085.00	-462.71	90.9%
6-4310 · Contract Services	53.30	40.00	13.30	133.25%	258.28	200.00	58.28	129.14%
6-4320 · Donations	0.00	0.00	0.00	0.0%	689.66	650.00	39.66	106.1%
6-4330 · Education & Training	0.00	167.00	-167.00	0.0%	98.75	868.00	-769.25	11.38%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	21.98	125.00	-103.02	17.58%
6-4350 · Insurance	1,988.67	2,100.00	-111.33	94.7%	9,823.35	10,500.00	-676.65	93.56%
6-4370 · License/Permit/Fee/Dues/Subscr	400.00	250.00	150.00	160.0%	1,172.00	1,150.00	22.00	101.91%
6-4380 · Office Supplies/Postage	269.73	175.00	94.73	154.13%	1,159.57	875.00	284.57	132.52%
6-4390 · Professional Services	0.00	150.00	-150.00	0.0%	3,652.99	3,600.00	52.99	101.47%
6-4400 · Service Charges	2,398.15	2,000.00	398.15	119.91%	9,547.85	10,300.00	-752.15	92.7%
6-4410 · Supplies	44.58	100.00	-55.42	44.58%	482.85	500.00	-17.15	96.57%
6-4420 · Travel/Lodging/Miles	0.00	25.00	-25.00	0.0%	14.41	125.00	-110.59	11.53%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	419.28	350.00	69.28	119.79%
6-4440 · Utilities	265.03	265.00	0.03	100.01%	1,361.04	1,325.00	36.04	102.72%
6-4450 · Misc Expenses	-33.72	100.00	-133.72	-33.72%	673.60	500.00	173.60	134.72%
6-4460 · Purchases Discount	-40.22	-50.00	9.78	80.44%	-229.34	-250.00	20.66	91.74%
Total 6-4000 · General Expenses	31,867.31	35,850.00	-3,982.69	88.89%	129,348.85	144,639.00	-15,290.15	89.43%
Total Expense	31,867.31	35,850.00	-3,982.69	88.89%	129,348.85	144,639.00	-15,290.15	89.43%
Net Ordinary Income	-31,867.31	-35,850.00	3,982.69	88.89%	-129,348.85	-144,639.00	15,290.15	89.43%
Net Income	-31,867.31	-35,850.00	3,982.69	88.89%	-129,348.85	-144,639.00	15,290.15	89.43%

	Aug 23	Aug 22	\$ Change	% Change	Apr - Aug 23	Apr - Aug 22	\$ Change	% Change
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses	31,867.31	32,298.55	-431.24	-1.34%	129,348.85	131,725.51	-2,376.66	-1.8%
Total Expense	31,867.31	32,298.55	-431.24	-1.34%	129,348.85	131,725.51	-2,376.66	-1.8%
Net Ordinary Income	-31,867.31	-32,298.55	431.24	1.34%	-129,348.85	-131,725.51	2,376.66	1.8%
Net Income	-31,867.31	-32,298.55	431.24	1.34%	-129,348.85	-131,725.51	2,376.66	1.8%

2:09 PM
 09/13/23
 Accrual Basis

Washburn Marina Revenue - Draw Report August 2023

	<u>Aug 23</u>	<u>Apr - Aug 23</u>
9-1100 · Draws from City	-111,326.68	-555,887.13
9-2100 · Revenues Paid to City	123,713.32	814,822.90
	<u>12,386.64</u>	<u>258,935.77</u>

Operating Revenue	666,623.12	
Maintenance Fees-2023	<u>148,199.78</u>	NOTE: Should be \$144,317.36, over paid \$3925.48
Total	<u>814,822.90</u>	

Outstanding Maintenance Fees as of 6/30/2023

Tim Luell	43.06	Paid in Sept in full
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CITY OF WASHBURN
Ordinance No. 23-006

An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of _____, 2023, for the purpose of amending Chapter 12, Title 1, Sections 9 and 11, to regulate boat launching practices and the use of the Marina fish cleaning station. Additions are in red, deletions are in ~~strikeout~~.

1. Amend Sec. 12-1-9 as follows:

Sec. 12-1-9 Boat Launch Fees Regulations.

- (a) **Applicability.** This Section applies to any boat launching facility owned or operated by the City of Washburn, and includes, but is not limited to, the Washburn Marina and the West End Boat Ramp.
- (b) **Launch Fee Required.** No person shall launch a boat from any boat launching facility owned or operated by the City of Washburn without:
 - 1) Having first paid the daily or annual fee required by Section 1-3-1; and
 - 2) Displaying proof of payment, **either for an annual launch pass or single-day launch pass, in a readily visible manner inside the front windshield of the vehicle used for launching the boat.** ~~either by annual sticker or by pay envelop stub affixed to the lower right hand corner of the vehicle's windshield.~~
- (c) **Power Loading Prohibited.** Power loading is prohibited at any boat launching facility owned or operated by the City of Washburn. For purposes of this ordinance, "Power Loading" is defined as the use of a boat's motor to assist in loading and/or unloading a boat onto and/or off of a trailer.
- (d) **Penalty.** Any person violating any provision of this Section shall be assessed a forfeiture of not less than Fifty Dollars (\$50.00) and not more than Five Hundred Dollars (\$500.00). Any person violating this Section who, within twenty-four (24) months before the violation, has pleaded no contest or guilty to a violation of this Section, or has been found by the Circuit Court to have violated this Section, shall be assessed a forfeiture of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1,000.00).

2. Amend Sec. 12-1-11 as follows:

Sec. 12-1-11 Marina Regulations Hours.

- (a) **Marina Hours.** Except for those persons specified in Subsection (b) below, the Washburn Marina shall be closed from twenty (20) minutes after sunset to thirty (30) minutes before sunrise every day.
- (b) **Exceptions.** The Marina hours stated above shall not apply to employees of the Washburn Marina, and to persons owning, launching, or storing a boat at the Washburn Marina, and to their guests, and to persons on the Coal Dock or the Washburn Walking Trail.
- (c) **Fish Cleaning Station.** The use of the fish cleaning station at the Washburn Marina shall only be used by persons owning, launching, or storing a boat at the

Washburn Marina, and to their guests. Persons using the fish cleaning station are prohibited from disposing of any fish skins into the fish grinder of the cleaning station. Any person using the fish cleaning station is responsible for removing fish skins from the Washburn Marina property and for the proper disposal of such fish skins. For purposes of this ordinance, "Fish Skins" shall be defined to mean the skin and scales intentionally removed from a fish filet after cleaning. Small deposits of scales or small scraps of skin that are inadvertently removed from a fish while cleaning may still be disposed into the fish grinder without violating this Section.

- (d) **Posting.** The City Administrator shall cause signs to be posted at the public entrances to the areas regulated by this Section, advising the public of the hours and regulations established hereunder.

3. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

Mary D. Motiff
Mayor

Attest:

Scott J. Kluver
City Clerk

Adopted:

Date of publication:

Scott Kluver

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Wednesday, September 13, 2023 9:23 AM
To: 'Scott Kluver'
Cc: Chris Dale
Subject: RE: Costs for Boat Ramp Repair

Hi Scott:

We are having an extraordinarily difficult time finding someone that is capable of securing the plates to the cement underwater. Chris has talked to many people and has a few more leads we are waiting to hear back from. The biggest issue is that the air tools needed to work underwater are not owned by anyone. I suggested that we would just procure an inexpensive tool that we assume would be a throw away after the job is done. The tool is over \$1500. Not such a great idea anymore. I don't believe this is something that we are going to be able to do for the approved \$3000. At this point, ½ of more of that amount will be materials alone. I can only imagine that the cost of the contractor is going to be more than \$1500 easily.

We'll keep you posted.

Sincerely,
Michelle Shrider, CMM
Washburn Marina, Gen'l Mgr.
Marina Management, Inc. Pres.
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

*Live Webcam at the Marina – [Click Here](#)
Join us on [Facebook](#)*

From: Scott Kluver <washburnadmin@cityofwashburn.org>
Sent: Tuesday, September 12, 2023 4:38 PM
To: 'Michelle Shrider' <michelle@washburnmarina.com>
Subject: Costs for Boat Ramp Repair

Michelle,

Did you have an update on the costs for the boat ramp repair?

Scott J. Kluver, Administrator

City of Washburn
P.O. Box 638
119 Washington Ave.
Washburn, WI 54891
Phone – 715-373-6160 Ext. 4
Fax – 715-373-6148
<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Harbor Commission Members
From: Scott J. Kluver, ^{SK}Administrator
Re: Proposed 2024 Budget – Draft #1
Date: September 6, 2023

Attached is the proposed 2024 Harbor Commission budget for your review. Please note the following points:

Revenues:

1. Slip Fee/Annual Fee – Amount reflects current rates, which are included in the packet. Fees were increased by three percent in 2022 for the 2023 season. Further discussion can be had on this. Any change to the rates requires a public hearing before adoption.
2. Sales Tax – This amount is the same on the expense side, so it is a wash.
3. Slip Transfers – This figure reflects an average of four (4) transfers per year at \$100 each (\$30 each to record at the Register of Deeds office).
4. Interest on Investment – Increased to reflect actual
5. Rent – I have not budgeted any proceeds from Dock usage as it is highly variable.
6. Fund Cash Balance Applied – There is at least \$550,000 available for capital projects after leaving \$100,000 in the fund balance (bank) at the lowest cash time of year which would be March 31st (before slip revenues come in). You can put this in the budget now for Pier 4 and any other improvements, or do a budget amendment when you have final costs.
7. I have not budgeted for marina profits. This figure is variable. We have used this to increase savings and then in turn for capital projects in the next year.

Expenses:

1. Base Salary and Benefits – Reflects seven percent (7%) each of the Administrator and Administrative Assistant. Wage and benefit amounts have not been finalized yet by the City Council.
2. Insurance – No anticipated changes.
3. Repairs & Maintenance – Dollars for Travelift and other repairs and maintenance at the Marina.
4. Capital Projects – With the draft budget, there would be \$44,846 available this year, plus using whatever amount the Harbor Commission desired from its fund balance. Unused surplus at the end of the year goes into the fund balance. The Commission had discussed allocating dollars to purchase slips back. These dollars could be used for that, and a new line item can be created.
5. Principal and Interest Payments – Boat Ramp Loan \$17,072 in principal and \$1,309 in interest. Coal Dock loan \$35,718 in principle and \$7,395 in interest.
6. Unclassified – This is a miscellaneous account that has historically paid for the picnics and any travel expenses of the Harbor Commission.

Draft #7

9/06/2023

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Proposed Budget Overview - Detail

Page: 1
ACCT

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
210-00-43524-000-000	PEFCA TANK REMOVAL GRANT	0.00	0.00	0.00	0.00	0.00
210-00-43525-000-000	COAL DOCK GRANT	0.00	0.00	0.00	0.00	0.00
210-00-43526-000-000	DNR GRANT	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		0.00	0.00	0.00	0.00	0.00
210-00-46371-000-000	SLIP FEES	135,234.80	0.00	139,317.00	139,317.00	0.00
210-00-46372-000-000	ANNUAL FEE	5,000.00	0.00	5,000.00	5,000.00	0.00
210-00-46373-000-000	MARINA SALES TAX COLLECTED	7,713.06	0.00	7,937.00	7,937.00	0.00
210-00-46374-000-000	SLIP TRANSFER FEE	700.00	0.00	400.00	400.00	0.00
PUBLIC CHARGES FOR SERVICES		148,647.86	0.00	152,654.00	152,654.00	0.00
210-00-48100-000-000	INTEREST ON INVESTMENTS	1,787.67	0.00	300.00	4,000.00	999.99
210-00-48111-000-000	INTEREST ON LATE PAYMENTS	0.00	0.00	0.00	0.00	0.00
210-00-48200-000-000	RENT - COAL DOCK	2,790.00	0.00	0.00	0.00	0.00
210-00-48201-000-000	WINTER STORAGE FEES	0.00	0.00	0.00	0.00	0.00
210-00-48400-000-000	INSURANCE RECOVERIES	2,185.00	0.00	0.00	0.00	0.00
210-00-48900-000-000	UNCLASSIFIED	5,328.84	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		12,091.51	0.00	300.00	4,000.00	999.99
210-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00
210-00-49102-000-000	TRANS FROM OTHER FUNDS-WE LAUN	0.00	0.00	0.00	0.00	0.00
210-00-49300-000-000	FUND CASH BALANCE APPLIED	0.00	0.00	18,381.00	0.00	-100.00
210-00-49400-000-000	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
210-00-49401-000-000	SALE OF SLIPS	0.00	0.00	0.00	0.00	0.00
210-00-49402-000-000	MARINA PROFITS	147,357.50	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS		147,357.50	0.00	18,381.00	0.00	-100.00
Total Revenues		308,096.87	0.00	171,335.00	156,654.00	-8.57

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
210-00-51450-312-000	MARINA	0.00	0.00	0.00	0.00	0.00
GENERAL GOVERNMENT		0.00	0.00	0.00	0.00	0.00
210-00-53540-000-000	DOCKS & HARBORS COMMISSION	0.00	0.00	0.00	0.00	0.00
210-00-53540-110-000	BASE SALARY/WAGES	8,866.84	0.00	8,307.00	8,643.00	4.04
210-00-53540-111-000	PER DIEM	0.00	0.00	0.00	0.00	0.00
210-00-53540-151-000	FICA EXPENSE	663.66	0.00	637.00	663.00	4.08
210-00-53540-152-000	BENEFITS	1,175.80	0.00	1,428.00	1,553.00	8.75
210-00-53540-158-000	WORKMENS COMP	0.00	0.00	150.00	150.00	0.00
210-00-53540-160-000	INSURANCE	13,000.00	0.00	13,000.00	13,000.00	0.00
210-00-53540-210-000	OPER. PAYMENTS/DOCK FEE SPLIT	0.00	0.00	0.00	0.00	0.00
210-00-53540-249-000	PECFA CLEAN UP COST	0.00	0.00	0.00	0.00	0.00
210-00-53540-321-000	MEMBERSHIPS	585.00	0.00	700.00	700.00	0.00
210-00-53540-322-000	NEWS PAPER ADV.	55.54	0.00	300.00	300.00	0.00
210-00-53540-323-000	MANAGER LOAN PAYMENTS	0.00	0.00	0.00	0.00	0.00
210-00-53540-342-000	REPAIRS & MAINT.	69,862.17	0.00	30,000.00	35,000.00	16.67
210-00-53540-343-000	MARINA RFP-EXPENSE	0.00	0.00	0.00	0.00	0.00
210-00-53540-591-000	SALES TAX PAYMENTS	7,712.91	0.00	7,937.00	7,937.00	0.00
210-00-53540-800-000	COAL DOCK PROJECT	0.00	0.00	0.00	0.00	0.00
210-00-53540-805-000	WE BOAT LAUNCH PROJECT	0.00	0.00	0.00	0.00	0.00
210-00-53540-810-000	CAPITAL PROJECT	92,233.66	0.00	28,001.00	0.00	-100.00
210-00-53540-820-000	CAPITAL IMPROVEMENT	3,407.73	0.00	0.00	0.00	0.00
PUBLIC WORKS		197,563.31	0.00	90,460.00	67,946.00	-24.89
210-00-58100-000-000	PRINICIPAL	51,907.08	0.00	70,548.00	37,536.00	-46.79
210-00-58200-000-000	INTEREST AND FISCAL CHARGES	9,071.84	0.00	9,327.00	5,326.00	-42.90
LOAN/LEASE PAYMENT		60,978.92	0.00	79,875.00	42,862.00	-46.34
210-00-59119-000-000	UNCLASSIFIED	439.25	0.00	1,000.00	1,000.00	0.00
210-00-59200-000-000	TRANSFER TO TID	0.00	0.00	0.00	0.00	0.00
210-00-59210-000-000	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
210-00-59230-000-000	TRANSFER TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
210-00-59241-000-000	TRANSFER TO WATERFRONT DEVEL	0.00	0.00	0.00	0.00	0.00
GASB 75 EXPENSE		439.25	0.00	1,000.00	1,000.00	0.00
Total Expenses		258,981.48	0.00	171,335.00	111,808.00	-34.74
Net Totals		49,115.39	0.00	0.00	44,846.00	999.99

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Harbor Commission Members
 From: Scott J. Kluver, Administrator
 Re: Capital Improvement List
 Date: August 9, 2023

Enclosed you will find an updated capital improvement/equipment/repair list, and you will find additional supplemental information and estimates. Please note the following:

1. Electric/Water on the NW side of main parking lot - (area along the row of trees that separates the marina parking from the boat ramp parking). Michelle has requested that water and electricity be added to this area that allows boats to be worked on in the off-season by their owners. In looking at this, water could be added along the north side of the building where there are old spigots that have not worked in years (possibility because they would be a serious code violation with the electrical boxes on the same pole). Electric could be added to this area as well, and along the row of trees on the other side of the parking lot, coming from the bathroom area. We do not have an estimate for this work. If the Harbor Commission wanted to proceed with this, it should be done prior to the parking lot being redone.
2. Blacktop Repairs – You will see estimates provided for two areas. In discussion with Michelle, she ideally would like to see the “grassy hills” removed from the parking lot as well to allow for the parking to be reconfigured. City code would require that appropriate parking lot landscaping and islands be retained if the parking lot was reconfigured. These items are not included in the estimate. Stormwater improvements should also be considered/completed as part of this project as well, which are not included in the estimate.
3. Lift Pad Concrete Deterioration – Estimate has been requested. In looking at this issue, the repairs from the past seem to hold up best when a larger area is addressed. The most critical area is the Travelift lane. The concrete will constantly shift and buckle, there is no known way to prevent this from happening and the need of periodic repairs.
4. Service/Store Bldg Windows and Doors - Enclosed you will find an estimate from Nasi (January 2023) on various windows and doors.
5. Concrete Sinking on Fuel Dock – Several times in the past, this area has needed foam jacking to prevent sinking. The issue is similar to the concrete pad. Estimate has been requested.
6. Copy Machine and Point of Sale Software – Enclosed you will find an estimate for a new black and white copier, which I believe is reasonable. You will also find the request for the point-of-sale software.
7. Lift Station/Fish Cleaning Station – Please see the enclosed e-mail chain on recent issues with the fish cleaning station and the grinder.

8. Boat Ramp Repairs Due to Power Loading – About two years ago, it was discovered that the concrete blocks that comprise the boat ramp in the water were deteriorating. It is believed that power loading may be contributing to this. The solution was to place a wire-mesh grate over the affected area to prevent boat trailer tires from going over the exposed rebar from the concrete and being punctured. That wire mesh was partially ripped up this summer and posed an immediate threat to cause damage. The proposed new solution is to put some gravel in the hole and cover the area with the same concept, but with diamond plate steel sheeting.

**Capital Purchase List
Urgent &/or In Progress**

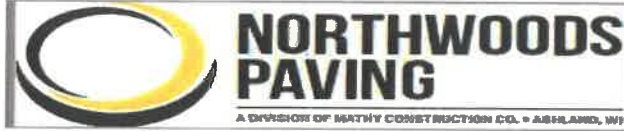
8/8/2023

Date	Description	
2017	Electric/Water on NW side main parking	Old estimate
2021	Service pick up truck w/ snow plow	Needed for hauling & snow removal
2022	Water service to pier 4	waterline break under cement behind public bathroom
2022	Black top repairs area in front of store/parking lot	been deteriorating since 2010, serious issue at center drain - Estimates for Blacktop Received August 2023
2022	Lift pad concrete deterioration	ongoing issue from 2016
2022	Service/Store Bldg Windows/Doors/Garage doors	Estimates Received from Nasi in January of 2023
2023	Concrete Sinking on Fuel Dock	This will require additional foam jacking - should be done in spring/early summer
2023	Copy Machine	Proposal for Copy Machine Received \$ 8,000
2023	Point of Sale Software	Est. \$10,000
2020	Lift station-new public/fish cleaning station	2022 moderate solution with clean out ports, requires continual cleaning and monitoring
2023	Boat Ramp Repairs Due to Power Loading	Looking at sheet of diamond plate steel as option

Based on Inspection Reports

Continued float replacement	significant # replaced summer 2019, 12 floats ordered 2022
Support bins under ramps to Piers 1, 2 and 3	Issue identified in 2010
Heavy Equipment repairs/upgrades (paint lift)	Ongoing/annual expense - ~\$15k
Pier 4 spuds and floats	floats breaking free/spuds not secure to lakebed
Lift well cement issues - voids and cracks/crumbling	Continuous repair needs - Impact Protective Coatings
Entrance Road Light Posts	None since 2007
Site Plan update	Original from 2009
Pier 2 decking	inferior decking/fasteners failing from 2013 installation

610 Industrial Park Rd
 Ashland, WI 54806
 Phone (715) 682-4340
 Fax (715) 682-6578



PROPOSAL/CONTRACT 3212096

City of Washburn 119 Washington Ave - P O Box-638 Washburn WI 54891	Date	8/1/2023
	Attention	0
	Phone Number	715-373-6160
	Email / Fax Number	715-373-6148
	Daytime Phone Number	-

Job/Owner (s) Name:	Address:	
Marina Project	1 Marina Drive	
Job Location	County	Plant Number
Washburn	Bayfield	67

(WRITE IT DOWN - VERBAL OR WRITTEN TERMS AND CONDITIONS NOT CONTAINED HEREIN ARE NOT BINDING)

Northwoods Paving Company ("CONTRACTOR") proposes as follows:

2023 Estimate

Green area 18985 sq ft
 Northwoods paving to pulverize parking lot.
 Northwoods paving to add up to 10 loads of gravel and compact.
 Northwoods pave to pave 3.5 avg. compacted mat with Hot mix asphalt.
 \$ 65,784.56

Green and Blue area 58175 sq ft
 Northwoods paving to pulverize parking lot.
 Northwoods paving to add up to 17 loads of gravel and compact.
 Northwoods pave to pave 3.5 avg. compacted mat with Hot mix asphalt.
 \$ 179,601.69

SPECIAL CONDITIONS :

All private utilities shall be located by owner.
 Owner shall be responsible for backfilling asphalt edges.

The undersigned ("PURCHASER") agrees to pay CONTRACTOR the total price of As above and/or the unit prices specified above for the labor and materials specified above which payment shall be due upon completion of each stage of work. PURCHASER acknowledges that the specifications, conditions and price quotes specified above are satisfactory and hereby accepted.

Acceptance of this Proposal includes acceptance of all the terms and conditions on page 2.

CONTRACTOR:
 Northwoods Paving Company

PURCHASER:
 I have read and understand the terms and conditions on both pages of this contract. PURCHASER hereby acknowledges receipt of the Wisconsin Department of Commerce Right to Cure Law brochure, if applicable.

By: Scott Campbell
 Print Name: Scott Campbell
 Date: August 1, 2023

By: _____
 Print Name: _____
 Date of Acceptance: _____

Note: This proposal shall be automatically cancelled if written acceptance has not been received by Contractor on or before 5:00 PM on 8/16/2023, the Cancellation Date and/or at any time before performance of the work hereunder upon CONTRACTOR'S determination that there is inadequate assurance of payment. By my signature herein I authorize CONTRACTOR to review personal or business Credit Reports to evaluate financial readiness to pay amounts set forth in this Proposal/Contract.

If the work set forth in this contract is not completed through no fault of the Contractor in the construction season in which the contract is accepted, which ends November 1st, then Contractor reserves the right to adjust the prices.

AFTER SIGNING, PLEASE RETAIN ONE COPY AND FORWARD A COPY TO OUR OFFICE ON OR BEFORE THE CANCELLATION DATE
 EOE, including disability/vets

TERMS AND CONDITIONS

NOTICE OF LIEN RIGHTS

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAWS, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDING IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMS ARE DULY PAID.

ACCEPTANCE OF WORK

All labor and material is conclusively accepted as satisfactory unless accepted to in writing within seven (7) days of performance.

EXTRA WORK

All alterations or deviations from any of the terms of this contract shall be in writing and executed by the parties hereto. Any extra cost involved therein will become an extra charge to be paid by PURCHASER over and above the contract price.

PURCHASER'S RESPONSIBILITIES

PURCHASER acknowledges and understands that it shall be responsible for obtaining any and all permits which may be required in connection with performance of this Proposal/Contract. Where applicable, PURCHASER shall also be responsible for backfilling areas that border along the newly paved surface with appropriate material to eliminate potential cracking and uneven surface at the edge of the paved surface and for installing, replacing, maintaining and repairing shoulders. PURCHASER assumes all liability for any damages done to underground utilities and/or structures unless CONTRACTOR has been notified, upon acceptance of this Proposal, as to the specific location and depth of any such buried utility/structures.

INCLEMENT WEATHER

Inclement weather may alter the completion of the work to be furnished hereunder. Furthermore, special consideration should be given if work is to be performed before May 1 or after October 15 in light of less than desirable weather conditions which could potentially impair the quality of the work performed hereunder.

WARRANTY

All material is guaranteed to be as specified and all work is to be completed in a workmanlike manner according to standard practices. All labor and materials will be guaranteed against defect for one (1) year from date of installation. Due to Wisconsin winters and expansion and contraction of the ground, some cracking of the pavement may be experienced. There are no express or implied warranties of merchantability, quality, and quantity or of fitness for any particular purpose, which extend beyond those specifically set out in this document.

All warranties are void if payment is not made as stipulated.

DELINQUENCY CHARGE

Payment is due and payable upon completion of each stage of the work. If PURCHASER defaults on the payment required, PURCHASER will be liable for all costs of collection, including reasonable attorney's fees, and a delinquency charge on the balance at the maximum rates allowed by law. If PURCHASER is an organization as defined by Wis. Statutes, Section 421.301(28), the Delinquency Charge rate shall be 1.5% per month (18% APR) plus all costs of collection, including reasonable attorney's fees. CONTRACTOR retains title to all merchandise covered by this Agreement until full payment is received according to the above terms of sale. PURCHASER consents in any action or legal proceeding relating to this Contract commenced by the CONTRACTOR to the personal jurisdiction of any court that is either a court of record in the State of Wisconsin or a court of the United States located in the State of Wisconsin. It is hereby agreed that no legal action with respect to this contract may be brought by either party later than one (1) year after the cause of action accrues and that the party asserting such a legal action shall be barred from any remedy thereto.

INDIVIDUAL LIABILITY

The undersigned PURCHASER agrees to be individually liable for all terms of the Agreement, regardless of whether he or she signs individually or as an agent for the owner of the property upon which the work is being performed or for any other individual, partnership or corporation.

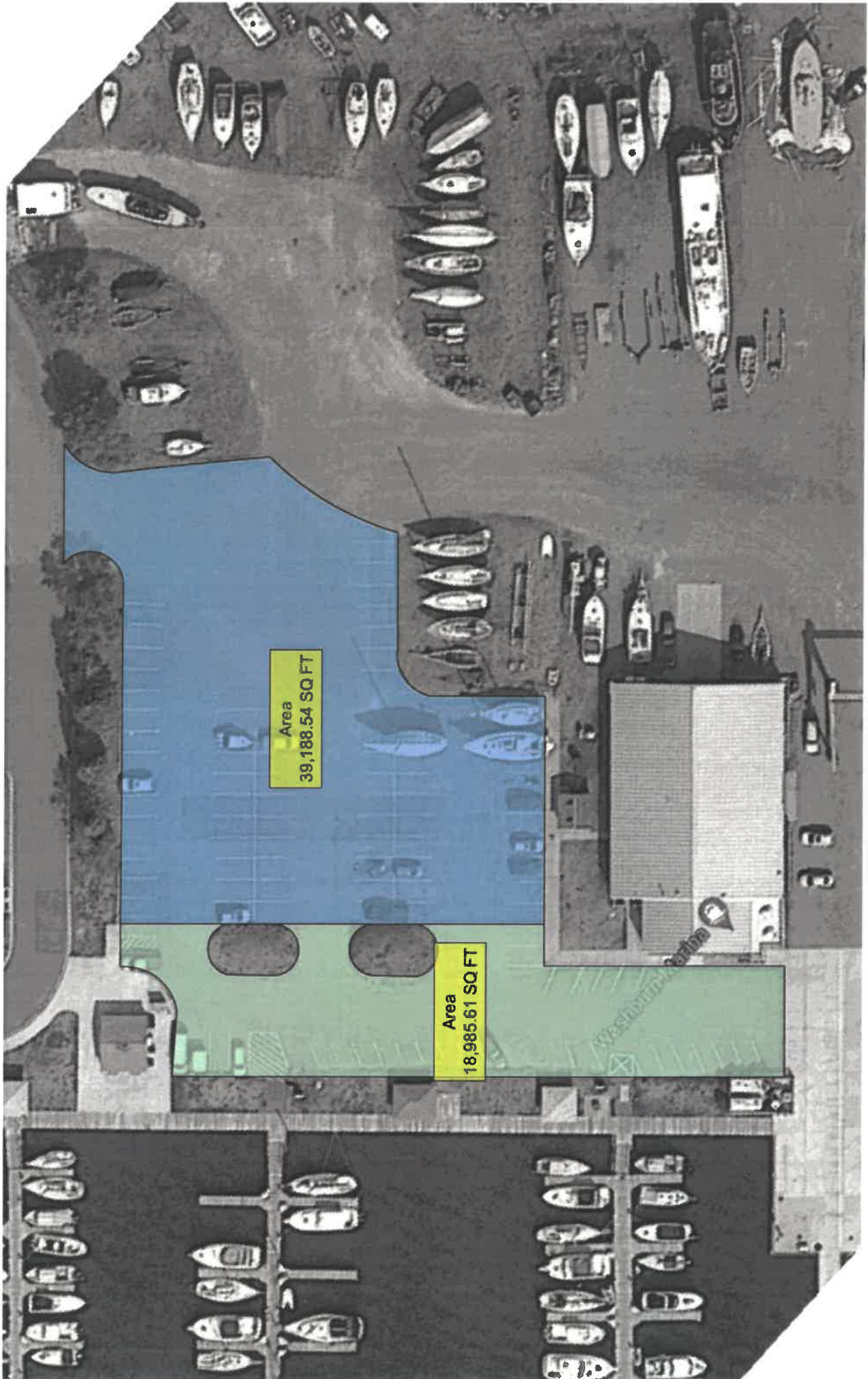
PRODUCT INFORMATION AND MAINTENANCE

Since the asphalt in blacktop needs time to harden and cure, usually 6-12 months, your asphalt pavement will remain soft and pliable during warm weather. During this time, don't park in the same spot every time and do not turn your steering wheel back and forth when your car is not moving. It is not unusual to experience some cracking over the winter due to the contraction and expansion of the ground, especially over culverts, pipes, electric wires, etc. Avoid gasoline and petroleum product spills as they will destroy your pavement. If spills do occur, immediately flush with lots of soapy water. If you decide to seal coat your pavement, wait until the summer following installation.

BINDING EFFECT

This Agreement shall be binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

ENTIRE AGREEMENT



Area
39,188.54 SQ FT

Area
18,985.61 SQ FT

Scott Kluver

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Monday, August 7, 2023 12:05 PM
To: 'Scott Kluver'; 'Nick Suminski'
Subject: RE: Draft Harbor Commission Agenda

Greetings

That looks good to me. I am confident that the capital list will involve some discussion. One addition to the concrete at the lift repairs, we need to have the sidewalk under the fuel dispenser/pump out foam jacked again. We are back down about an inch in most places again. This can wait until next late spring/early summer. Which is when the pad repairs will have to take place. I spoke with Robert Meirrotto and he will work up a price on the pad repair.

Thanks.

Sincerely,
Michelle Shrider, CMM
Washburn Marina, Gen'l Mgr.
Marina Management, Inc. Pres.
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

Live Webcam at the Marina – [Click Here](#)
Join us on [Facebook](#)

From: Scott Kluver <washburnadmin@cityofwashburn.org>
Sent: Monday, August 7, 2023 11:49 AM
To: 'Nick Suminski' <washburnsports@yahoo.com>; 'Michelle Shrider' <michelle@washburnmarina.com>
Subject: Draft Harbor Commission Agenda

Nick and Michelle,

Attached is a draft agenda for the upcoming Harbor Commission meeting. Let me know if there is anything missing. I have a number of items that fall under the capital improvement discussion.

Scott J. Kluver, Administrator

City of Washburn
P.O. Box 638
119 Washington Ave.
Washburn, WI 54891
Phone – 715-373-6160 Ext. 4
Fax – 715-373-6148

<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

PROPOSAL SUBMITTED TO: Washburn Marina

DATE: 01-24-2023

ATTN: Michelle Schrider

ADDRESS: 1 Marina Drive

CITY: Washburn

STATE: WI

ZIP: 54891

JOB NAME: CHI Overhead Door Proposal

TELEPHONE: 715-373-5050

EMAIL: michelle@wasburnmarina.com

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR TIME AND MATERIALS CONTRACT FOR:

- (1) Commercial Collection, Insulated Sandwich Family, Micro-grooved, Model: 3236 Size 18 ft. x 2-In. wide, 22 ft. high, Color White, Construction 2-Sided Steel Sandwich, Polyurethane Insulation, R-26.89, Specifications: Track Radius 15 IN. No Windows, Track 3 IN. Bolted Track Configuration -- Additional Selections Jamb Mount Reverse Clip Angle Jamb Material Steel Track, Spring Torsion Cycles Minimum 10,000 Cycles, Additional Customization: Heavy Hardware, Double End Stiles, .75 Horizontal Tracks, 1" Solid Shafts, Top Seal, Clip-on Seal. The Use of Your Man Lift. Disposal and Installation Included.

***The price does not include any mechanical work other than the overhead door and opener. Electrical for the opener needs to be readably available for installation of the opener. The price of this door project does not include any alterations to the header or jamb material, this would be an added time and material basis at an added cost. The overhead door needs to be installed within 30 days of delivery to Nasi Construction due to limited storage. The property needs to be accessible on the day of the install.**

DOES NOT INCLUDE: Anything not listed above.

ESTIMATE TOTAL:

\$23,316.00. TWENTY-THREE THOUSAND THREE HUNDRED SIXTEEN DOLLARS and no cents

***DUE TO THE VOLITILE MARKET, PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE.**

Payment to be made as follows: **Upon Completion**

AUTHORIZED SIGNATURE: _____


Joe Cayer-Project Manager

This proposal may be withdrawn by us if not accepted within **30 days**.

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

Notice of Lien Rights

As required by the Wisconsin and Michigan Construction Lien Law, Nasi Construction, LLC (NC) hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to Nasi Construction, LLC are those who contract directly with the owner or who give the owner notice within 20 days after they furnish labor or materials for construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to the mortgage lender, if any. Nasi Construction, LLC agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: _____ **SIGNATURE:** _____

TERMS: Net 30 Days. Past due charge 1.5% monthly (18% APR).

NASI CONSTRUCTION LLC GARAGE DOOR DIVISION

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

PROPOSAL SUBMITTED TO: Washburn Marina

DATE: 01-24-2023

ATTN: Michelle Schrider

ADDRESS: 1 Marina Drive

CITY: Washburn

STATE: WI

ZIP: 54891

JOB NAME: CHI Overhead Door Proposal

TELEPHONE: 715-373-5050

EMAIL: michelle@wasburnmarina.com

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- (1) Commercial Collection, Insulated Sandwich Family, Micro-grooved, Model: 3216 Size 18 ft. x 2 In. wide, 22 ft. high, Color White, Construction 2-Sided Steel Sandwich, Polyurethane Insulation, R-17.54, Specifications: Track Radius 15 IN. No Windows, Track 3 IN. Bolted Track Configuration -- Additional Selections Jamb Mount Reverse Full Angle Jamb Material Steel Track, Spring Torsion Cycles Minimum 10,000 Cycles, Additional Customization: Heavy Hardware, Double End Stiles, .75 Horizontal Tracks, 1" Solid Shafts, Top Seal, Clip-on Seal. The Use of Your Man Lift. Disposal and Installation Included.

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DOES NOT INCLUDE: Anything not listed above.

ESTIMATE TOTAL:

\$20,653.00. TWENTY THOUSAND SIX HUNDRED FIFTY-THREE DOLLARS and no cents

***DUE TO THE VOLITILE MARKET, PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE.**

Payment to be made as follows: **Upon Completion**

AUTHORIZED SIGNATURE: _____


Joe Cayer-Project Manager

This proposal may be withdrawn by us if not accepted within **30 days**.

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

*700 Granite Street
P.O. Box 244
Hurley, WI 54534
Phone: 715-561-5153 Fax: 715-561-3065*

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All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: _____ **SIGNATURE:** _____

TERMS: Net 30 Days. Past due charge 1.5% monthly (18% APR).

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

PROPOSAL SUBMITTED TO: Washburn Marina

DATE: 01-24-2023

ATTN: Michelle Schrider

ADDRESS: 1 Marina Drive

CITY: Washburn

STATE: WI

ZIP: 54891

JOB NAME: CHI Overhead Door Proposal

TELEPHONE: 715-373-5050

EMAIL: michelle@washburnmarina.com

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DOES NOT INCLUDE: Anything not listed above.

ESTIMATE TOTAL:

\$11,932.00. ELEVEN THOUSAND NINE HUNDRED THIRTY-TWO DOLLARS and no cents

***DUE TO THE VOLITILE MARKET, PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE.**

Payment to be made as follows: **Upon Completion**

AUTHORIZED SIGNATURE: _____


Joe Cayer-Project Manager

This proposal may be withdrawn by us if not accepted within 30 days.

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GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

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DATE OF ACCEPTANCE: _____ **SIGNATURE:** _____

TERMS: Net 30 Days. Past due charge 1.5% monthly (18% APR).

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

PROPOSAL SUBMITTED TO: Washburn Marina

DATE: 01-24-2023

ATTN: Michelle Schrider

ADDRESS: 1 Marina Drive

CITY: Washburn

STATE: WI

ZIP: 54891

JOB NAME: CHI Overhead Door Proposal

TELEPHONE: 715-373-5050

EMAIL: michelle@wasburnmarina.com

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DOES NOT INCLUDE: Anything not listed above.

ESTIMATE TOTAL:

\$10,968.00. TEN THOUSAND NINE HUNDRED SIXTY-EIGHT DOLLARS and no cents

***DUE TO THE VOLITILE MARKET, PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE.**

Payment to be made as follows: **Upon Completion**

AUTHORIZED SIGNATURE:



Joe Cayer-Project Manager

This proposal may be withdrawn by us if not accepted within 30 days.

***NASI CONSTRUCTION LLC
GARAGE DOOR DIVISION***

700 Granite Street

P.O. Box 244

Hurley, WI 54534

Phone: 715-561-5153 Fax: 715-561-3065

Proposal

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DATE OF ACCEPTANCE: _____ **SIGNATURE:** _____

TERMS: Net 30 Days. Past due charge 1.5% monthly (18% APR).

Scott Kluver

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Friday, July 21, 2023 2:04 PM
To: Scott Kluver
Cc: Nick Suminski
Subject: Capital List
Attachments: 2023 07-08 Proposed list.xlsx

Greetings:

There are 2 more items that I added to the capital repairs/purchases that I failed to put on the list reviewed at the last meeting. They are:

- Point of Sale Software: Quickbooks/Intuit will be discontinuing their POS software as of 10/31/23. It will continue to function but will no longer have software updates or tech service if it fails. I've been looking for a suitable substitute for it and have yet to find one. I suspect the cost will exceed \$10,000.
- Copier/Scanner/Fax: Xerox is making our existing machine obsolete beginning next year. There really isn't anything wrong with it but parts will no longer be available. I talked to our sales person who told me the base price of new units begins at \$7500.

THanks!

Sincerely,
Michelle Shrider, CMM
Washburn Marina, Gen'l Mgr.
Marina Management, Inc. Pres.
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

*Live Webcam at the Marina – [Click Here](#)
Join us on [Facebook](#)*

Scott Kluver

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Tuesday, July 25, 2023 9:24 AM
To: Scott Kluver; Nick Suminski
Subject: FW: Loffler Copier Proposal
Attachments: Xerox B7125 Brochure.pdf; Washburn Marina Xerox B7125 C7125.pdf

Greetings:

Attached is a quote for a new copier/scanner/fax/printer from Loffler. The black and white seems to be the best choice – buy a color printer and suddenly everything needs to be printed in color. We've gone 16 years with B&W so far, I can't think of a reason we really need color. Please add this to the capital purchase list and if it can be afforded this fall, that would be best. Thanks.

Sincerely,
Michelle Shrider, CMM
Washburn Marina, Gen'l Mgr.
Marina Management, Inc. Pres.
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

Live Webcam at the Marina – [Click Here](#)
Join us on [Facebook](#)

From: Jonathan Asp <Jonathan.Asp@loffler.com>
Sent: Monday, July 24, 2023 3:13 PM
To: Michelle Shrider <michelle@washburnmarina.com>
Subject: Loffler Copier Proposal

Good afternoon Michelle:

Attached is a proposal to replace your current copier.

I am giving you two options:

- Black and White Only
- Black and White with Color

If you are a Black and White only office, the black and white machine is the best option

If you use a table top color printer in addition to your copier, it is less expensive for ink and makes sense to start using the copier for printing color documents.

The service pricing quoted allows you to run unlimited copies for a flat monthly fee.

Loffler also has leasing options, so let me know if you want a lease quote.

Have a good afternoon!



Jonathan Asp | *Regional Sales Executive*
2332 West Superior St, Duluth, MN 55806
Phone: +1 (218) 522-9200 | Fax: +1 (952) 925-6801

LOFFLER

Leverage the EZ Rate Program

B7125/B7130/B7135

Xerox® VersaLink® Multifunction Printer

The Workplace Assistant that can do it all. Even print.



ConnectKey®
Technology

xerox™

Xerox® VersaLink® B7125/B7130/B7135 Multifunction Printer

What will you need tomorrow? It's tough to predict the future, but with VersaLink, it's easy to be prepared. In fact, print just scratches the surface of what's possible. Along with built-in, comprehensive security features, these Workplace Assistants deliver the everyday, must-have capabilities you need now, with plenty of room to add new features as your work evolves.

ADAPTABLE TECHNOLOGY THAT FLEXES WITH YOU

Your work is always evolving, so you need technology that's always a step ahead. Xerox® ConnectKey® Technology-enabled VersaLink provides the adaptability needed to support advancements in technology and work processes. With regular firmware updates and an ever-growing collection of productivity tools delivered with the App Gallery, VersaLink helps you stay ahead of the change.

BREEZE THROUGH TASKS EFFORTLESSLY

Getting up to speed is easy with a tablet-like touch screen that balances simplicity and time-saving efficiency. The familiar, intuitive user interface (UI) guides you through tasks, eliminating extra steps. And the ability to personalize the UI empowers you to work the way you want.

Mobility features, like Wi-Fi Direct, take the hassle out of printing directly from your favorite mobile devices. Near Field Communication (NFC) lets you authenticate with a smartphone to connect in seconds, and the Xerox® Quick Link app enables you to quickly connect and print without IT support, reducing the burden on IT teams.

And with VersaLink Devices, more capabilities means added convenience, not more complexity. Leading-edge scanning functionality and automation of physical and digital workflows allow you to scan, digitize and route information without missing a beat, reducing errors and saving time. Furthermore, industry-specific apps for education, healthcare, legal and more help you stay plugged in and productive.

HELLO, DIGITAL RESILIENCE

Translator. Proofreader. Form checker. Do-it-all digitizer. VersaLink makes it easy to tackle the hardest challenges. Stay ready with access to an expanding portfolio of cloud-hosted apps and the ability to tailor solutions for your specific needs through the Xerox Partners program.

And with access to Xerox® Workflow Central Platform, a cloud-based solution that takes the guesswork out of converting physical and digital files into usable formats right from the VersaLink user interface, even complicated work processes are easy. It helps you get the most out of your Workplace Assistant, so you can stay productive and secure from the office or on the move.

PROACTIVE SECURITY YOU CAN COUNT ON

VersaLink's multi-layered protection safeguards all system components. A comprehensive range of proactive security features stop even the most sophisticated security threats where they start, preventing malicious attacks, proliferation of malware, unauthorized access or changes and breaches that lead to downtime.

To simplify security event reporting and management, VersaLink Devices can integrate with Security Information and Event Management (SIEM¹) Tools. Trellix® whitelisting constantly monitors, detects and blocks threats in real time. And automated security responses provide invaluable time savings and peace of mind.

SUPERIOR IMAGE QUALITY

With high-resolution output of 1200 x 1200 dpi, the VersaLink takes your documents to the next level with sharp image quality. Rich blacks and smoother shades give your communications impact, while crisp text enhances clarity and legibility.

SUSTAINABILITY WITHOUT COMPROMISE

All VersaLink Devices meet or exceed the strictest globally recognized standards for sustainability, including EPEAT and ENERGY STAR®, providing environmental benefits without ever having to compromise on performance or quality.

XEROX CONNECTKEY TECHNOLOGY

Intuitive User Experience

Tap into a tablet-like experience with gesture-based touch screen controls. Easy personalization, plus simple workflows and functions.

Mobile and Cloud Ready

Enjoy mobile flexibility with cloud-hosted services. Instantly connect to cloud and mobile devices right from the user interface.

Comprehensive Security

Prevent unauthorized access, detect threats and protect data and documents with built-in proactive security features.

Enables Managed Print Services

Boost workplace efficiency, productivity and security with seamless integration with Xerox® Managed Print Services.

Gateway to New Possibilities

Do your best work with the apps from the Xerox App Gallery. Don't see an app for your specific need? Our partners can develop a custom solution for you.

Learn more about expanding and customizing your capabilities at [ConnectKey.com](https://www.connectkey.com).

*Trellix formerly known as McAfee. Device firmware will reflect Trellix brand change in future software release.

Xerox® VersaLink® B7125/B7130/B7135 Multifunction Printer

Configuration



130-sheet² Single-Pass Duplex Automatic Document Feeder (DADF) saves time by simultaneously scanning both sides of two-sided documents with up to 80 impressions per minute (ipm). High paper capacity drives productivity, especially for tasks that require large batches of scanned or copied documents.

User interface is an intuitive, tablet-like, 7-inch tiltable touch screen that allows you to complete tasks in just a few effortless taps and lets you personalize your experience. Gain access to 100+ productivity apps through the **Xerox App Gallery**. Try it out at xerox.com/VersaLink7100UI.


The 100-sheet Bypass Tray handles media sizes from 3.5 x 3.87 in to 11.69 x 17 in/88.9 x 98.4 mm to 297 x 431.8 mm.

The standard 520-sheet² Tray 1 handles media sizes from 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm.


Card Reader Bay and embedded USB port.³

MAXIMIZE PAPER CAPACITY WITH ONE OF THESE FEEDING OPTIONS²


The Single Tray Module (optional with desktop model) increases total paper capacity to 1,140 sheets (includes Bypass Tray).




The Stand Module offers total paper capacity of 1,140 sheets (includes Bypass Tray) and provides storage for toner cartridges and other supplies




The Three Tray Module (optional with desktop model) increases total paper capacity to 2,180 sheets (includes Bypass Tray).




The Tandem Tray Module allows for total paper capacity of up to 3,140 sheets (includes Bypass Tray).



The Envelope Tray can replace Tray 1 to provide feeding of up to 60 envelopes.



The High-Capacity Feeder holds 2,000 sheets of Letter/A4 paper, increasing the maximum paper capacity to 5,140 sheets.



INCREASE VERSATILITY WITH FINISHING OPTIONS²



The Office Finisher provides advanced finishing functions, 500 sheet stacker, 3 position stapling and optional hole punch.



The Office Finisher with Booklet Maker simplifies booklet making, including score and saddle-stitch. Use it to create 64-page saddle-stitched booklets (2 to 16 sheets).



The Work Surface and Convenience Stapler staples up to 50 sheets and provides plenty of elbow room to sort documents.



The Dual Off-set Catch Trays⁴ stack up to 250 sheets each.



The Integrated Office Finisher provides 500-sheet stacking and 50-sheet, dual position stapling.

Xerox® VersaLink® B7125/B7130/B7135

Multifunction Printer



DEVICE SPECIFICATIONS		VersaLink B7125	VersaLink B7130	VersaLink B7135
Speed ⁵		Up to 25 ppm	Up to 30 ppm	Up to 35 ppm
Monthly Duty Cycle ⁶		Up to 107,000 pages	Up to 129,000 pages	Up to 153,000 pages
Hard Drive/Processor/Memory		320 GB HDD ⁴ /1.05 GHz Dual core/4 GB Memory		
Connectivity		Ethernet 10/100/1000 Base-T, High-speed USB 3.0, Wi-Fi [®] and Wi-Fi Direct [®] with optional Wi-Fi Kit, NFC Tap-to-Pair		
Controller Features		Unified Address Book, Configuration Cloning, Scan Preview, Xerox Extensible Interface Platform [®] , Xerox [®] App Gallery App, Xerox [®] Standard Accounting Tool, Role Based Permissions, Convenience Authentication Enabled, Online Support		
Copy and Print	Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 1200 dpi		
	First-copy-out Time (as fast as)	As fast as 5.8 seconds black-and-white	As fast as 4.3 seconds black-and-white	As fast as 4.3 seconds black-and-white
	First-print-out Time (as fast as)	As fast as 6.2 seconds black-and-white	As fast as 5.2 seconds black-and-white	As fast as 4.8 seconds black-and-white
	Page Description Languages	PCL [®] 5e/PCL 6/PDF/XPS/TIFF/JPEG/HP-GL/optional Adobe [®] PostScript [®] 3 [™]		
Paper Input ²	Standard	Single-Pass Duplex Automatic Document Feeder (DADF): 130 sheets; Speed: up to 80 ipm; Custom sizes: 1.93 x 3.35 in to 11.69 x 17 in/49 x 85 mm to 297 x 431.8 mm		
		Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.87 in to 11.69 x 17 in/88.9 x 98.4 mm to 297 x 431.8 mm		
		Tray 1: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm		
	Choose One	Single Tray Module: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm Single Tray with Stand Module: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm Three Tray Module (1,560 sheets): 520 sheets each; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm Tandem Tray Module (2,520 sheets): Tray 2: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm; Tray 3: 870 sheets; Standard sizes: 8.5 x 11 in and 7.25 x 10.5 in/A4 or B5; Tray 4: 1,130 sheets; Standard sizes: 8.5 x 11 in and 7.25 x 10.5 in/A4 or B5		
	Optional	Envelope Tray: Up to 60 envelopes: #10 commercial, Monarch, DL, C5; Custom sizes: 3.9 x 5.8 in to 6.4 x 9.5 in/98 x 148 mm to 162 x 241 mm High-Capacity Feeder (HCF): 2,000 sheets; Standard sizes: 8.5 x 11 in and 7.25 x 10.5 in/A4 or B5		
Paper Output/Finishing ²	Standard	500-sheet Center Tray		
	Optional	Dual Off-set Catch Trays⁴: 250 sheets each; Lower tray offsets Integrated Office Finisher: 500-sheet staker, 50 sheets stapled, dual position stapling Office Finisher: 2,000-sheet staker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch) Convenience Stapler and Work Surface: Staples 50 sheets		

INTUITIVE USER EXPERIENCE

Customize	Customize user interface, show/hide functions, personalize user experience with authentication, create 1-Touch Apps
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox [®] Global Print Driver [®] , Application Defaults, Xerox [®] Pull Print Driver
Xerox [®] Embedded Web Server	PC or Mobile — Status Information, Settings, Device Management, Cloning, Remote Control Panel
Print Features	Print from USB, Sample Set, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Control, Two-sided Printing, Draft Mode; Optional: Print From Cloud Repositories (Dropbox, OneDrive, and Google Drive) via optional apps
Scan and Fax	Scan Preview, Scan to USB/Email/Network (FTP/SFTP/SMB), Scan File Formats: PDF, PDF/A, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR), Server Fax, TWAIN driver (scan); Optional: Scan To Cloud Repositories (Dropbox, OneDrive, and Google Drive)

MOBILE AND CLOUD READY

Mobile Connectivity	Near Field Communication (NFC); Optional: Wi-Fi Direct, Wi-Fi (802.11 b/g/n/ac); AirPrint [™] (iOS) including iBeacon (Bluetooth)
Mobile Printing	Mopria [®] Print Service, Apple AirPrint [™] , Xerox [®] Print Service (Android), Xerox [®] @PrintByXerox App; Optional: Xerox [®] Workplace Mobile App (iOS/Android)
Mobile Scanning	Mopria [®] Scan, Apple AirPrint [™] ; Optional: Xerox [®] Workplace Mobile App (iOS/Android)
Cloud Ready	Remote services enabled; Optional: direct connection to cloud hosted services via optional apps (accessed via Xerox App Gallery app or visit xerox.com/AppGallery)

COMPREHENSIVE SECURITY

Network Security	802.1x, IPsec, HTTPS, SFTP and Encrypted Email, Trellix [®] Enterprise Security Manager ¹ , LogRhythm SIEM ¹ , Splunk SIEM ¹ , Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, TLS 1.1/1.2/1.3, Security Certificates utilizing ECDSA, Automatic Self-signed Certificate, Cisco [®] Identity Services Engine (ISE) Integration, Local Authentication (Internal Database), FIPS 140-2
Device Access	User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, TPM; Optional: Smart Card Enablement Kit (CAC/PIV/NET/SIPRNet), Xerox [®] Integrated RFID Card Reader, NFC standard (authentication via optional Xerox [®] Workplace Cloud/Suite Print Management and Content Security; learn more at xerox.com/WorkplaceSolutions)
Data Protection	Trellix [®] Embedded Control Whitelisting, Firmware Verification, Job Level Encryption via HTTPS and Drivers, Encrypted and Signed Email; Encrypted Hard Disk (AES 256-bit, FIPS 140-2) with Image Overwrite; Optional: Xerox Workplace Cloud/Suite Content Security, Trellix [®] Integrity Control
Document Security	Under evaluation Common Criteria Certification (ISO 15408) full system against the HCD PP, Encrypted Secure Print, FIPS 140-2 Encrypted Data with Print Drivers

ENABLES MANAGED PRINT SERVICES

Print Management	Xerox [®] Standard Accounting; Optional: Xerox Workplace Suite/Cloud, Xerox [®] Virtual Print Management Service, more at xerox.com/PrintManagement
Fleet/Device Management	Xerox [®] CentreWare [®] Web, Xerox [®] Support Assistant, Automated Meter Read, Xerox [®] Cloud Fleet Management Solution, Configuration Cloning; Xerox[®] Easy Assist App; Optional: Managed Print Services Suite, Cloud-based remote management with Xerox Workplace Cloud ⁷
Security	Secure Device Management: Xerox [®] Printer Security Audit Service (auto-configuration of security settings, monitoring, and auto-remediation), Digital Certificate Management, SIEM ¹ Reporting, Interactive Dashboard Reports

GATEWAY TO NEW POSSIBILITIES

Xerox and Partner Apps	Automate everyday processes with apps that translate, redact, convert text to audio or handwritten notes to text files, and paper documents to Microsoft applications, all from a single cloud-based platform. Or visit xerox.com/WorkplaceApps to find apps by industry or workflow
Software and Solutions	Xerox DocuShare (xerox.com/ecm), XMPie (xerox.com/XMPie), Xerox Workplace Solutions (xerox.com/WorkplaceSolutions), Xerox WorkFlow Central Platform

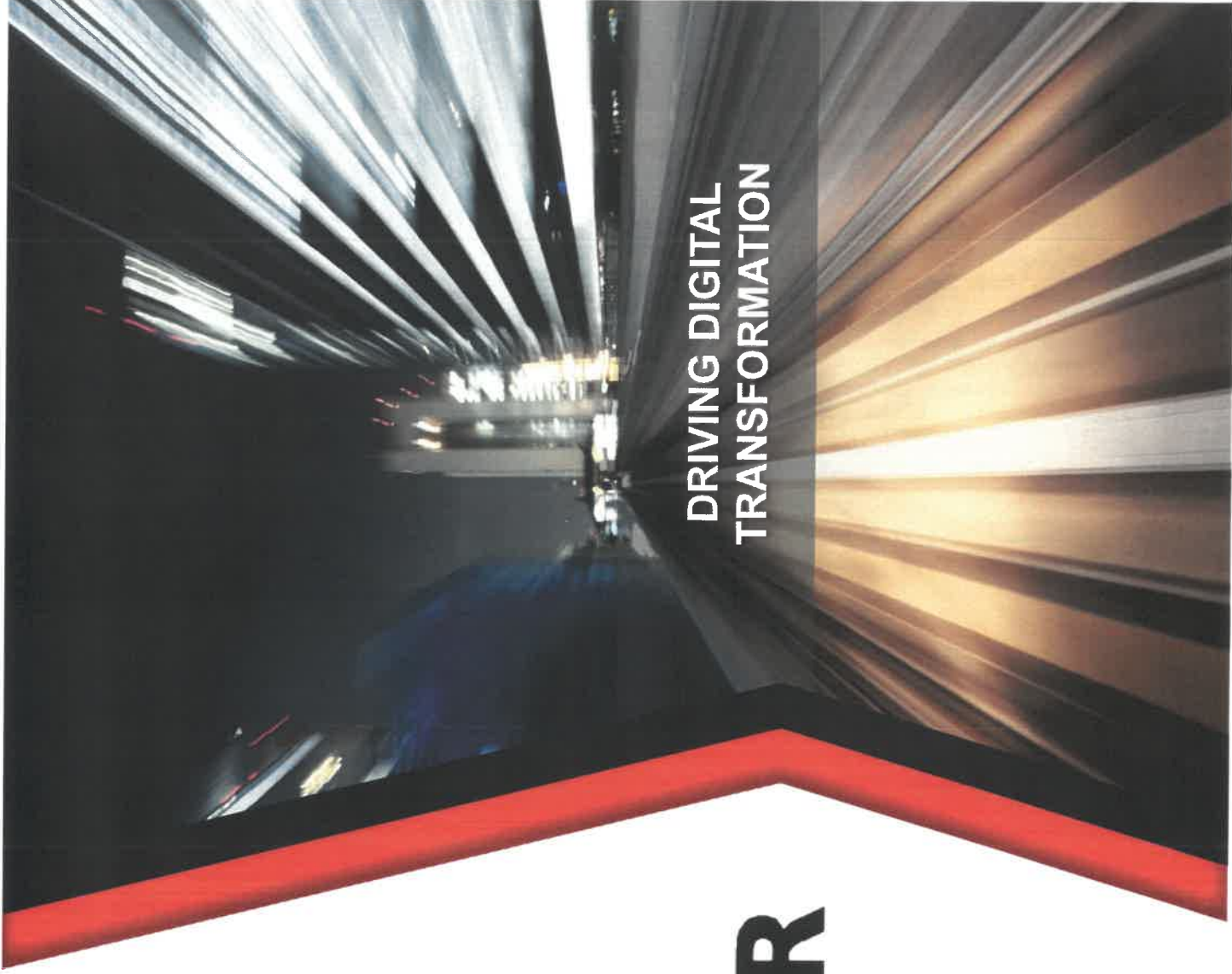
¹SIEM support with Xerox[®] Device Manager. ²Paper capacities are based on 20 lb/75 gsm stock; capacities will vary with different weight stocks. ³USB ports can be disabled. ⁴HDD and Dual Off-set Catch Trays are optional on Desktop model. ⁵Declared print speed in accordance with ISO/IEC 24734. ⁶Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; ⁷Not available in all markets. ⁸Trellix formerly known as McAfee. Device firmware will reflect Trellix brand change in future software release. Certifications: xerox.com/OfficeCertifications

More information is available at xerox.com/VersaLink.

Welcome to

LOFFLER

DRIVING DIGITAL
TRANSFORMATION





A Trusted Business Technology Partner

37
YEARS

Serving the
community
since 1986

50K+

Managed client
endpoints

500+

Employees serving
our clients

45
SECONDS

Average customer hold
time to reach a certified
engineer

91

Net Promotor Score
Client Satisfaction
Metric (World-Class
Rating = 50+)

#1

Largest Privately Owned
Technology Company
in Upper Midwest
Nationally Recognized

Xerox Versalink Multifunction B7125

Features:

- Up to 25 pages per minute
- Black and White
- Copy, Scan, Print, Fax
- 1200 x 2400 dpi
- Paper Capacity: 1,140 Total
- (2) 520 sheet adjustable paper drawers
- 100 sheet multi-purpose drawer
- 2 Tray High-Capacity Paper Trays
- Up to 11 x 17 print/copy size
- 1.05 GHZ Dual Core Processor, 4 GB RAM, 320 HD Memory
- Postscript & PCL Driver
- 130 sheet single pass duplex automatic document feeder

Included Options:

- Surge Protector
- Line Fax, LAN Fax, Fax Forward to e-mail



[stock image may not reflect actual configuration]

Investment Information

Equipment: Xerox B7125/C7125	
Purchase Price	\$7,495.00
Purchase Price, Color	\$7,995.00
Pricing includes professional delivery and set up, and end user training.	

Service & Supply Agreement, fixed pricing for 60 months

Monthly Service Base Charge: \$65.00

Monthly Service Base Charge, Color \$159.00



100% Satisfaction Guarantee

If you are not totally satisfied with the equipment you have acquired from LOFFLER Companies, LOFFLER will, at your request, replace it without charge for a similar model.

This guarantee is effective for a maximum of 5 years following the equipment delivery (except for certain home-office, facsimile, and refurbished models which are covered for 3 years.)*

This guarantee applies only to equipment that has been continuously maintained from the date of installation under a LOFFLER Maintenance Agreement.

* This Guarantee assumes client is producing less than the monthly maximum recommended volume on an average basis. Client must be using Loffler-approved supplies (i.e. toner and staples), as well as manufacturer-approved medias. Device(s) must be located in an OEM approved environment. Does not apply to Hewlett Packard and Lexmark printers, phone systems or IT Services.



Confidential Purchase Contract

Contract Date: 8/15/2023

Customer Name / Address Washburn Marina
1 Marina Dr.
Washburn, WI 54891
USA

Expiration Date: 9/29/2023

Contract Number 11160

Description	Qty	Price	Total
Software			
MarinaOffice 12.0 - 5 licenses - to be installed on 5 devices. Includes MarinaOffice, PureRetail, Visual Map software.	1	4,395.00	4,395.00T
PureService 12.0 - Work Order Solution - 5 licenses - to be installed on 5 machines with MarinaOffice MarinaOffice is required to be on the machine with the Service Module. (MarinaOffice add-on)	1	2,395.00	2,395.00T
LaunchOffice 12.0 - Add On - Requires MarinaOffice & POS (MarinaOffice add-on)	1	795.00	795.00T
subtotal			7,585.00
NOTE: Washburn Marina is and will be using QuickBooks Enterprise.			
Online Services			
MarinaOffice Visual Map - Services to create a custom property map by Scribble Software. Number of spaces or slips: 145 wet slips	1	395.00	395.00T
Online Installation - Per User License *First time installed on the machine or device. This service includes installing the software and connecting it to QuickBooks. Configuration package required for full configuration needs. All online installs must be completed within 30 days. If the online installs are not completed on the same date and a new version is released before scheduling the remaining online installs, the customer will incur additional fees for online installation fees to upgrade those previously installed.	6	250.00	1,500.00T
Please note: Computers will be down for duration of the installation/upgrade.			
This service is offered twice a day Monday – Thursday at 9:30am or 1:30pm est., subject to availability. Please contact the Scheduling department to schedule your service.			
IMPORTANT NOTICE: YOUR SERVICE MAY BE RESCHEDULED FOR A LATER DATE IF THE CORRECT CONTACT PERSON IS NOT AVAILABLE AT THE TIME OF SERVICE. PLEASE SEE SCHEDULING EMAIL FOR IMPORTANT DETAILS.			
Online Configuration/per license Custom Configuration services per license.	6	95.00	570.00
Total			

*** If this contract is not signed and returned before the Expiration Date on this contract, a new contract will be required. All prices and discounts are subject to change after the Expiration Date on this contract.**

Accepted by (Customer Sign's Here): _____

Date:

Title of Person Signing Contract: _____



Confidential Purchase Contract

Contract Date: 8/15/2023

Customer Name / Address Washburn Marina
1 Marina Dr.
Washburn, WI 54891
USA

Expiration Date: 9/29/2023

Contract Number 11160

Description	Qty	Price	Total
<p>Online Training - Per Hour *Recommended minimum of 3 training hours for MarinaOffice/PureRetail, minimum of 1 training hour for each additional module, 30 training minutes for MARIAH app. All training hours purchased must be utilized within 30 days of installation, to facilitate resource availability and scheduling.</p> <p>Please contact the Scheduling department to schedule your training.</p> <p>IMPORTANT NOTICE: YOUR TRAINING MAY BE RESCHEDULED FOR A LATER DATE IF THE CORRECT CONTACT PERSON IS NOT AVAILABLE AT THE TIME OF SERVICE. PLEASE SEE SCHEDULING EMAIL FOR IMPORTANT DETAILS.</p> <p>subtotal</p> <p>NOTE: MarinaOffice & PureService to be installed on 5 workstations 1 server (database only).</p> <p>Your Success Maintenance Plan Options are: Standard Success Maintenance Plan: \$145/monthly Premier Success Maintenance Plan: \$315/monthly (Recommended Option) Enterprise Success Maintenance Plan: \$635/monthly *Receive a 10% discount on support plans when prepaying one year in advance. Out-of-state sale, exempt from sales tax</p>	6	225.00	1,350.00
			3,815.00
		0.00%	0.00
Total			\$11,400.00

* If this contract is not signed and returned before the Expiration Date on this contract, a new contract will be required. All prices and discounts are subject to change after the Expiration Date on this contract.

Accepted by (Customer Sign's Here): _____

Date: _____

Title of Person Signing Contract: _____

Michelle Shrider

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Thursday, August 10, 2023 10:10 AM
To: Scott Kluver (washburnadmin@cityofwashburn.org)
Subject: Fish Cleaning Station Grinder: Proposal SO# 405407
Attachments: WASHBURN MARINA, WI SO#405407.pdf

Hi Scott:

Attached is the quote from the fish cleaning station company. There are 2 components to it:

1. Parts only – we install in house: \$2950.20 + 1094.06 = \$4,044.26
2. Or refurbished grinder, sending the existing one back: \$6,750.00

I've reached out to the tech support there to get a better idea of what is involved in replacing the parts. I'll also find out about warranty on the refurbished unit. I'm incline to go with the refurbished grinder to eliminate possible future new problems.

Sincerely,
Michelle Shrider, CMM
Washburn Marina, Gen'l Mgr.
Marina Management, Inc. Pres.
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

[Live Webcam at the Marina – Click Here](#)
[Join us on Facebook](#)

From: Marquita Utter <mutter@electricpump.com>
Sent: Wednesday, August 9, 2023 9:03 PM
To: michelle@washburnmarina.com
Cc: Nick Valdez <NValdez@pumpcon.com>
Subject: Proposal SO# 405407

Michelle,

Please find attached our proposal on the refurbished grinder and the cutters/spacers to change out your unit to the thin cutters to help with the grinding issue you seem to be having.

Let us know if you have any further questions or would like to proceed with an order.

Thank you,

Marquita Utter | Inside Sales
mutter@electricpump.com
w: [515-557-9402](tel:515-557-9402) | o: 515-265-2222 or 800-383-7867 ext 1211

Electric Pump | MC2 | Quality M&M
4280 E 14th Street, Des Moines, IA 50313



QUOTATION

4280 E 14th Street
Des Moines IA 50313-2604 USA

Telephone: (515)877-3474 / FAX (515) 265-8079

www.qualitymandm.com

QUOTE NUMBER: 0405407
QUOTE DATE: 8/9/2023
REQUESTED DATE: 9/9/2023

SALESPERSON: HOUSE ACCOUNT
CUSTOMER NO: 0000002
QUOTED BY: MJU
CUTTERS/REFURBISH

QUOTED TO:
CASH SALES FOR VISA OR
MASTERCARD MEMBERS
DES MOINES, IA

JOB LOCATION:
WASHBURN MARINA
ATTN: MICHELLE
WASHBURN, WI

CONFIRM TO:
MICHELLE

*** QUOTE ORDER - DO NOT PAY ***

CUSTOMER P.O. MICHELLE	SHIP VIA BESTWAY	F.O.B. ORIGIN	TERMS CREDIT CARD			
ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT

MICHELLE, PLEASE FIND BELOW OUR OFFER OF THE CUTTER/SPACERS REQUIRED TO REPLACE YOUR CURRENT CUTTER IN THE BARRACUDA FISH CLEANING STATION AND ALSO A REFURBISHED GRINDER WHICH INCLUDES NEW CUTTERS/SPACERS AND SEALS AND BEARINGS REQUIRED. REFURBISHED MOTOR AND GEAR BOX WILL BE SHIPPED WITH GRINDER TO TRADE IT OUT COMPLETELY.

*	EACH	22.00	0.00	0.00	134.10	2,950.20
		31017-0700-0310-01, GRINDER CUTTERS				
*	EACH	22.00	0.00	0.00	49.73	1,094.06
		31016-0000-0319-01, GRINDER SPACERS				
*	EACH	1.00	0.00	0.00	6,750.00	6,750.00
		REFURBISHED 2 HP GRINDER				

CUSTOMER IS RESPONSIBLE TO PAY ALL FREIGHT CHARGES AND ALSO THE RETURN OF THEIR CURRENT GRINDER IF DOING THE REFURBISHED UNIT.

THANK YOU, MARQUITA UTTER
MUTTER@ELECTRICPUMP.COM



QUOTATION

4280 E 14th Street
Des Moines IA 50313-2604 USA

Telephone: (515)877-3474 / FAX (515) 265-8079

www.qualitymandm.com

QUOTE NUMBER: 0405407
QUOTE DATE: 8/9/2023
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SALESPERSON: HOUSE ACCOUNT
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QUOTED TO:
CASH SALES FOR VISA OR
MASTERCARD MEMBERS
DES MOINES, IA

JOB LOCATION:
WASHBURN MARINA
ATTN: MICHELLE
WASHBURN, WI

CONFIRM TO:
MICHELLE

*** QUOTE ORDER - DO NOT PAY ***

CUSTOMER P.O. MICHELLE	SHIP VIA BESTWAY	F.O.B. ORIGIN	TERMS CREDIT CARD			
ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT

***** 3% CONVENIENCE FEE FOR CREDIT CARD CHARGE OVER \$5,000.00 *****

All return goods must have written approval from Quality Machine & Mfg, before returning.
Credit will not be issued without written approval : if applicable there will be a Restock Fee.

Please note that we are no longer offering a thirty(30) day validity date.
Due to the current volatility in the materials market, pricing and ship dates are subject to confirmation at time of order.

Net Order:	10,794.26
Less Discount:	0.00
Freight:	0.00
Sales Tax:	647.66
Order Total:	11,441.92