

**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, February 21, 2024

**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/83230018647?pwd=bWV6cEtKWnJ3VEUzTE15amF4a0tkZz09> 1(877) 853-5247 (Toll Free) and entering Webinar ID: **832 3001 8647** and using passcode **404168** as opposed to being present for the meeting.

#### **Agenda**

- A. Call to Order – Roll Call
- B. Approval of Minutes of the January 17, 2024 Meeting
- C. Public Comments/Member Comments
- D. Treasurer's Report
  - 1. Payment of Invoices
- E. Slip Transfers – None
- F. Marina Manager's Report
  - 1. January Financial Reports
  - 2. Update on Travelift Repairs
  - 3. Update on Utility Room Repairs
- G. Discussion & Action on Potential Development of Additional Boat Storage Building
- H. Discussion & Action on Yard Trailer Repairs
- I. Discussion & Action 2024-25 Marina Budget and Marketing Plan
- J. Discussion & Action on Coal Dock Usage Agreement with Pearl Beach Construction, Inc.
- K. Discussion & Action on Harbor Commission Event for Safety Day
- L. Adjourn

**January 17, 2024**

**HARBOR COMMISSION MEETING**

5:30 P.M.

WASHBURN CITY HALL - 119 N WASHINGTON AVENUE

Commission Members Present: Nick Suminski (5:34 pm arrival); Candace Kolenda; Jared Trimbo; Caroline Nelson; Rodger Reiswig

Commission Members Absent: Matt Crowell; Michael Wright

Municipal Personnel Present: Scott Kluver, City Administrator; Michelle Shrider, Marina Manager; Arianna Austin, Administrative Assistant

**Call to Order** – President Suminski called the meeting to order at 5:31 p.m.

**Approval of Minutes of the November 29, 2023 Meeting** – Reiswig moved, and Trimbo seconded, to approve and place on file the November 29, 2023 meeting minutes. Motion carried 4-0.

**Public/Member Comment** – None.

**Treasurer's Report** –

Payment of Invoices – Trimbo moved, and Nelson seconded, to approve the invoice from McCoy Construction and Forestry, Inc. in the amount of \$178,955.00. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Ritola in the amount of \$2,537.50. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Loffler in the amount of \$5,511.99. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Marine Travelift in the amount of \$1,514.40. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Washburn Marina in the amount of \$1,672.51. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Washburn Marina in the amount of \$1,910.33. Motion carried 5-0. Trimbo moved, and Reiswig seconded, to approve the invoice from Scribble Software in the amount of \$11,400.00. Motion carried 5-0. Trimbo moved, and Nelson seconded, to approve the invoice from Wisconsin Harbor Towns Association in the amount of \$250.00. Motion carried 5-0. Kolenda moved, and Reiswig seconded, to oppose the invoice from Washburn Chamber of Commerce in the amount of \$210.00. Motion carried 5-0.

**Slip Transfers** – Slip #75 Jenicek/Abeles-Allison - Suminski moved, and Trimbo seconded the approval of the slip transfer for slip #75 Jenicek/Abeles-Allison. Motion carried 5-0. Completion of slip transfer of Slip #40 Mager/Moonrise Over Washburn LLC noted.

**Marina Manager's Report:** Shrider reported that the loader has arrived and is working wonderfully, with a learning curve on operation. The new copier has also arrived. Scribble software has been installed and is front-end labor intensive but will improve operations. Budget was reviewed. The increase in December launches was noted. The boat cleaning station, maintained by the park service, remains onsite for the winter. Kolenda moved, and Trimbo seconded, to accept and place on file the Marina Manager's Report. Motion carried 5-0. Shrider noted that all Travelift parts are back at the marina and progress is being made on reassembly.

**Discussion and Action on Request to Place Park Bench at the End of the Coal Dock** - Clarification on the concrete slab was discussed. Suminski noted the potential necessity for having portability for commercial use and maintenance and would recommend that the commission not be responsible for the cost of the concrete. Kolenda moved, and Trimbo seconded, to allow for a bench to be placed in the fishing zone of the coal dock, with a moveable concrete base as approved by Public Works. Motion carried 4-1, with Reiswig opposing.

**Update on Water Line Repair** – The plan includes running uniform pex on all piers. Public Works will be completing the work. Nelson moved, and Kolenda seconded, to move forward with the water line repair. Motion carried 5-0.

**Discussion and Action on Resolution 2024-01 Authorizing Application for Sport Fish Restoration Boat Access, Boating Infrastructure, and Recreational Boating Fund Grants** – Trimbo moved, and Kolenda seconded, to authorize application for Sport Fish Restoration Boat Access, Boating Infrastructure, and Recreational Boating Fund grants. Motion carried 5-0.

**Discussion and Action on Coal Dock Usage Agreement with Nelson Construction, Inc.** – Trimbo moved, and Nelson seconded, to approve the usage agreement with Nelson Construction, Inc. Motion carried 5-0.

**Adjourn** – Suminski adjourned at 6:15 p.m.

Respectfully Submitted,  
Arianna Austin  
Administrative Assistant

**Wisconsin Commercial Ports Association**


*Playing a vital role in the flow of commerce  
On the Web at [WWW.WCPAPORTS.ORG](http://WWW.WCPAPORTS.ORG)*

**INVOICE**

DATE: FEBRUARY 12, 2024  
INVOICE # 2024WASHBURN

**TO:**

Carl Broberg  
Port of Washburn  
PO Box 638  
Washburn, WI 54891

  
021324  
20-00-53540-321-00

**COMMENTS OR SPECIAL INSTRUCTIONS:**

Association dues for 2024

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Association dues for 2024	\$250.00	\$250.00
SUBTOTAL			\$250.00
SALES TAX			\$0.00
SHIPPING & HANDLING			\$0.00
TOTAL DUE			\$250.00

Make all checks payable to:

**Wisconsin Commercial Ports Association**

(F.Y.I. WCPA's FEDERAL EMPLOYER I. D. NUMBER is 39-2040214)

**Remit Payment to:**

Wisconsin Commercial Ports Association  
c/o Paul Braun, Treasurer  
Port of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220

Payment is due upon receipt

Contact Paul Braun, WCPA Treasurer, with any questions regarding this invoice  
at 920-686-6932 or [pbraun@manitowoc.org](mailto:pbraun@manitowoc.org).

**Thank you for being a member of WCPA!**

## **Marina Operating Account 2024**

<b>12/31/2023 Balance Carried Forward</b>		<b>237,349.82</b>
5-Jan	Deposit	39,266.89
5-Jan Ck# 1003	Washburn Marina	-20,165.00
12-Jan Ck# 1004	Washburn Marina	-20,165.00
12-Jan	Deposit	34,749.12
19-Jan Ck# 1005	Washburn Marina	-20,165.00
19-Jan	Deposit	34,319.17
20-Jan Ck# 1006	Washburn Marina	-20,165.00
	Sales Tax	-3,306.66
24-Jan	Deposit	15,391.62
31-Jan	Deposit	15,392.77
31-Jan	Interest	47.56
2-Feb Ck# 1007	Washburn Marina	-15,925.00
5-Feb	Deposit	13,277.82
9-Feb Ck# 1008	Washburn Marina	-15,925.00

<b>Balance as of 2/13/2024</b>	<b>273,978.11</b>
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## Harbor Pass Book - 2024

**12/31/2023 Balance Carried Forward**

**\$493,290.58**

25-Jan Slip Transfer #45	100.00
Pearl Beach dock rent 2023	1,600.00
12-Jan Jan Fringe	-58.69
Scribble Software	-11,400.00
Washburn Marina	-1,672.51
Ritola	-2,537.50
Loffler	-5,511.99
31-Jan Interest	369.46

**Balance as of 2/13/24**

**\$474,179.35** (Includes CD of \$305,951.51)



Jolma Electric LLC  
3100B Ellis Ave  
Ashland, WI 54806

# ACCOUNT STATEMENT


Statement Date: 01/31/24

Account Number: 10305

**City of Washburn**  
502 W Bayfield St  
PO Box 638  
Washburn, WI 54891

Invoice	Date	Description	Terms	Due Date	Amount	Balance	Days Past Due
20334	1/31/2024	20334 - City of Washbu	Net 30	3/1/2024	403.86	403.86	

Water line repair  
project.

  
020924  
210-00-53540-342-0000

To pay online by credit card, please visit our website at [www.JolmaElectric.com](http://www.JolmaElectric.com).

Balance Due: 403.86

Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days
403.86	0.00	0.00	0.00	0.00



3100B Ellis Ave.  
Ashland, WI 54806  
715-685-1144

Bill To

City of Washburn  
502 W Bayfield St, PO Box 638  
Washburn, WI 54891 US

**Invoice 20334**

**Jan 31, 2024**

Job Number

61104

Payment Terms

Net 30

**Total Due**

**\$403.86**

**Due Date**

**Mar 1, 2024**

CUSTOMER NAME

City of Washburn

PROPERTY NAME

City of Washburn

PROPERTY ADDRESS

502 W Bayfield St  
Washburn, WI 54891

AUTHORIZED BY

CUSTOMER WO

NTE

**Invoice Summary**

Invoice Summary:

Customer City of Washburn.  
Job description is Time and Material Vac out around manhole.  
During the visit, John used the vac trailer to clean out around manhole.

**Labor**

Labor Name	Description	Taxable	Hours	Rate	Price Subtotal
<b>Labor</b>	January 2, 2024 - Labor	No	3	\$85.00	\$255.00
			<u>3</u>		<u>\$255.00</u>

**Parts & Materials**

Item Name	Product Code	Description	Taxable	Quantity	Unit Price	Price Subtotal
<b>EQ - Crew/Service Truck</b>	EQ2001	EQ - Crew/Service Truck	No	3	\$21.31	\$63.93
<b>EQ - Vac Trailer</b>	EQ8001	EQ - Vac Trailer	No	3	\$28.31	\$84.93
				<u>6</u>		<u>\$148.86</u>

Subtotal	<b>\$403.86</b>
Service Fees	<b>\$0.00</b>
Discount	<b>\$0.00</b>
Subtotal After Discount/Fees	<b>\$403.86</b>
Taxable Subtotal	<b>\$0.00</b>
Sales Tax Rate	<b>0%</b>
Tax Amount	<b>\$0.00</b>
<b>Total</b>	<b>\$403.86</b>
Amount Paid	<b>\$0.00</b>
Balance	<b>\$403.86</b>

### Terms of Service

A service charge of 1.5% per month (18% per annum) will be added to unpaid balance after 30 days.

In the event that a Collection Agency is hired to collect any outstanding balances, a collection fee of 30% of the outstanding balance will be added to the account.

# Washburn Marina

## Balance Sheet

As of January 31, 2024

	Jan 31, 24		
<b>ASSETS</b>		<b>LIABILITIES &amp; EQUITY</b>	
<b>Current Assets</b>		<b>Liabilities</b>	
<b>Checking/Savings</b>		<b>Current Liabilities</b>	
1-1100 · Cash		<b>Accounts Payable</b>	
1-1110 · Checking	17,085.78	2-1100 · Accounts Payable	3,483.53
1-1120 · Petty Cash	275.00	<b>Total Accounts Payable</b>	3,483.53
<b>Total 1-1100 · Cash</b>	17,360.78	<b>Credit Cards</b>	
<b>Total Checking/Savings</b>	17,360.78	2-1110 · Credit Card Payable	6,065.52
<b>Accounts Receivable</b>		<b>Total Credit Cards</b>	6,065.52
1-1200 · Accounts Receivable		<b>Other Current Liabilities</b>	
1-1210 · Billed Invoices	58,040.93	2-1300 · Payroll Liabilities	
<b>Total 1-1200 · Accounts Receivable</b>	58,040.93	2-1310 · Employee Health Benefits	351.79
<b>Total Accounts Receivable</b>	58,040.93	2-1320 · Unemployment Comp Tax	831.70
<b>Other Current Assets</b>		2-1330 · State Withholding	1,887.26
1-1300 · Ship Store Inventory		2-1340 · Federal/FICA Withholding	3,843.60
1-1311 · Clothing	231.75	2-1350 · Retirement Plan Contribution	4,274.99
1-1313 · Marine Supplies	54,241.99	<b>Total 2-1300 · Payroll Liabilities</b>	11,189.34
1-1314 · Personal Items	2,299.13	2-1400 · Tax Liabilities	
1-1316 · Diesel Fuel	3,096.57	2-1410 · Sales Tax Payable	3,952.91
1-1317 · Gasoline	4,781.25	<b>Total 2-1400 · Tax Liabilities</b>	3,952.91
<b>Total 1-1300 · Ship Store Inventory</b>	64,650.69	2-1500 · Other Liabilities	
1-1330 · Notes Receivable	-61.78	2-1520 · Deferred Unearned Revenue	
1-1340 · Prepaid Expenses	19,451.34	2-1521 · Slip Rent and Sales	100.00
12000 · Undeposited Funds	12,799.10	2-1522 · Gift Certificates Outstanding	542.88
<b>Total Other Current Assets</b>	96,839.35	2-1523 · Haul Out, Storage, Launch	76,721.83
<b>Total Current Assets</b>	172,241.06	<b>Total 2-1520 · Deferred Unearned Revenue</b>	77,364.71
<b>TOTAL ASSETS</b>	<b>172,241.06</b>	2-1530 · Refundable Deposits	4,070.30
		<b>Total 2-1500 · Other Liabilities</b>	81,435.01
		<b>Total Other Current Liabilities</b>	96,577.26
		<b>Total Current Liabilities</b>	106,126.31
		<b>Total Liabilities</b>	106,126.31
		<b>Equity</b>	
		3-3000 · Retained Earnings	71,680.38
		Net Income	-5,565.63
		<b>Total Equity</b>	66,114.75
		<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>172,241.06</b>

# Washburn Marina

## Washburn Marina Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	2,980.57	3,000.00	-19.43	99.35%	281,023.41	268,575.00	12,448.41	104.64%
4-2000 · Service Dept Income	64,374.73	71,224.00	-6,849.27	90.38%	718,121.56	657,522.00	60,599.56	109.22%
4-3000 · Ship Store Income	4,675.81	3,500.00	1,175.81	133.6%	188,759.90	203,930.00	-15,170.10	92.56%
Total Income	72,031.11	77,724.00	-5,692.89	92.68%	1,187,904.87	1,130,027.00	57,877.87	105.12%
Cost of Goods Sold								
5-2000 · Service Dept COGS	28,258.28	21,054.00	7,204.28	134.22%	254,367.48	208,155.00	46,212.48	122.2%
5-3000 · Ship Store COGS	2,874.56	2,275.00	599.56	126.35%	139,598.31	143,735.00	-4,136.69	97.12%
Total COGS	31,132.84	23,329.00	7,803.84	133.45%	393,965.79	351,890.00	42,075.79	111.96%
Gross Profit	40,898.27	54,395.00	-13,496.73	75.19%	793,939.08	778,137.00	15,802.08	102.03%
Expense								
6-1000 · Facility Expenses	3,055.10	5,300.00	-2,244.90	57.64%	49,499.02	52,150.00	-2,650.98	94.92%
6-2000 · Service Dept Expenses	15,447.20	14,484.00	963.20	106.65%	97,808.45	113,784.00	-15,975.55	85.96%
6-3000 · Ship Store Expenses	4,360.65	5,729.00	-1,368.35	76.12%	65,970.68	68,957.00	-2,986.32	95.67%
6-4000 · General Expenses	30,583.63	31,819.00	-1,235.37	96.12%	254,420.46	278,961.00	-24,540.54	91.2%
Total Expense	53,446.58	57,332.00	-3,885.42	93.22%	467,698.61	513,852.00	-46,153.39	91.02%
Net Ordinary Income	-12,548.31	-2,937.00	-9,611.31	427.25%	326,240.47	264,285.00	61,955.47	123.44%
Net Income	-12,548.31	-2,937.00	-9,611.31	427.25%	326,240.47	264,285.00	61,955.47	123.44%
PREVIOUS YEAR COMPARISON								
	Jan 24	Jan 23	\$ Change	% Change	Apr '23 - Jan 24	Apr '22 - Jan 23	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	2,980.57	2,249.71	730.86	32.49%	281,023.41	282,296.03	-1,272.62	-0.45%
4-2000 · Service Dept Income	64,374.73	99,354.23	-34,979.50	-35.21%	718,121.56	667,200.40	50,921.16	7.63%
4-3000 · Ship Store Income	4,675.81	2,927.73	1,748.08	59.71%	188,759.90	181,073.97	7,685.93	4.25%
Total Income	72,031.11	104,531.67	-32,500.56	-31.09%	1,187,904.87	1,130,570.40	57,334.47	5.07%
Cost of Goods Sold								
5-2000 · Service Dept COGS	28,258.28	47,902.52	-19,644.24	-41.01%	254,367.48	237,108.33	17,259.15	7.28%
5-3000 · Ship Store COGS	2,874.56	2,150.62	723.94	33.66%	139,598.31	121,332.70	18,265.61	15.05%
Total COGS	31,132.84	50,053.14	-18,920.30	-37.8%	393,965.79	358,441.03	35,524.76	9.91%
Gross Profit	40,898.27	54,478.53	-13,580.26	-24.93%	793,939.08	772,129.37	21,809.71	2.83%
Expense								
6-1000 · Facility Expenses	3,055.10	6,438.23	-3,383.13	-52.55%	49,499.02	47,629.42	1,869.60	3.93%
6-2000 · Service Dept Expenses	15,447.20	11,587.45	3,859.75	33.31%	97,808.45	93,968.41	3,840.04	4.09%
6-3000 · Ship Store Expenses	4,360.65	2,478.71	1,881.94	75.92%	65,970.68	47,590.09	18,380.59	38.62%
6-4000 · General Expenses	30,583.63	22,482.55	8,101.08	36.03%	254,420.46	249,657.21	4,763.25	1.91%
Total Expense	53,446.58	42,986.94	10,459.64	24.33%	467,698.61	438,845.13	28,853.48	6.58%
Net Ordinary Income	-12,548.31	11,491.59	-24,039.90	-209.2%	326,240.47	333,284.24	-7,043.77	-2.11%
Net Income	-12,548.31	11,491.59	-24,039.90	-209.2%	326,240.47	333,284.24	-7,043.77	-2.11%

# Washburn Marina

## Washburn Marina Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income								
4-1100 · In-Season	75.00	0.00	75.00	100.0%	155,183.42	147,500.00	7,683.42	105.21%
4-1200 · Off-Season	1,957.00	2,500.00	-543.00	78.28%	121,018.10	116,075.00	4,943.10	104.26%
4-1400 · Misc Services	948.57	500.00	448.57	189.71%	4,821.89	5,000.00	-178.11	96.44%
Total 4-1000 · Facility Income	2,980.57	3,000.00	-19.43	99.35%	281,023.41	268,575.00	12,448.41	104.64%
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	16,520.00	17,572.00	-1,052.00	94.01%	58,500.00	91,886.00	-33,386.00	63.67%
4-2112 · Fiberglass-Woodwork	36,330.00	26,944.00	9,386.00	134.84%	160,334.01	134,116.00	26,218.01	119.55%
4-2113 · Mechanical	990.00	11,715.00	-10,725.00	8.45%	169,072.21	121,737.00	47,335.21	138.88%
4-2114 · Rigging	0.00	2,343.00	-2,343.00	0.0%	16,130.00	20,732.00	-4,602.00	77.8%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	129,662.29	126,505.00	3,157.29	102.5%
4-2122 · Other Unit Billed	0.00	0.00	0.00	0.0%	18,418.75	24,096.00	-5,677.25	76.44%
Total 4-2120 · Unit Billed Services	0.00	0.00	0.00	0.0%	148,081.04	150,601.00	-2,519.96	98.33%
Total 4-2100 · Labor	53,840.00	58,574.00	-4,734.00	91.92%	552,117.26	519,072.00	33,045.26	106.37%
4-2200 · Materials	10,450.78	12,500.00	-2,049.22	83.61%	105,231.60	94,500.00	10,731.60	111.36%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	38,429.89	25,000.00	13,429.89	153.72%
4-2400 · Misc Charges	83.95	250.00	-166.05	33.58%	22,342.81	19,750.00	2,592.81	113.13%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	0.00	-800.00	800.00	0.0%
Total 4-2000 · Service Dept Income	64,374.73	71,224.00	-6,849.27	90.38%	718,121.56	657,522.00	60,599.56	109.22%
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	0.00	0.00	0.00	0.0%	3,132.33	3,150.00	-17.67	99.44%
4-3120 · Consumables	0.00	0.00	0.00	0.0%	1,450.69	1,350.00	100.69	107.46%
4-3130 · Marine Supplies	3,971.02	3,500.00	471.02	113.46%	87,097.34	98,000.00	-10,902.66	88.88%
4-3140 · Personal Items	0.00	0.00	0.00	0.0%	4,242.15	5,200.00	-957.85	81.58%
4-3150 · Special Orders	704.79	0.00	704.79	100.0%	28,284.75	26,500.00	1,784.75	106.74%
Total 4-3100 · Store Sales	4,675.81	3,500.00	1,175.81	133.6%	124,207.26	134,200.00	-9,992.74	92.55%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	0.00	0.00	0.00	0.0%	15,590.74	15,500.00	90.74	100.59%
4-3220 · Gasoline	0.00	0.00	0.00	0.0%	47,093.30	52,000.00	-4,906.70	90.56%
4-3230 · Pump Out	0.00	0.00	0.00	0.0%	1,868.60	2,230.00	-361.40	83.79%
Total 4-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	64,552.64	69,730.00	-5,177.36	92.58%
Total 4-3000 · Ship Store Income	4,675.81	3,500.00	1,175.81	133.6%	188,759.90	203,930.00	-15,170.10	92.56%
Total Income	72,031.11	77,724.00	-5,692.89	92.68%	1,187,904.87	1,130,027.00	57,877.87	105.12%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								

**Washburn Marina**  
**Washburn Marina Budget vs. Actual**  
**January 2024**

BUDGET v ACTUAL	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
5-2111 · Electrical-Plumbing	3,582.25	2,953.00	629.25	121.31%	15,822.98	17,080.00	-1,257.02	92.64%
5-2112 · Fiberglass-Woodworking	13,869.77	5,168.00	8,701.77	268.38%	49,729.06	40,614.00	9,115.06	122.44%
5-2113 · Mechanical	473.31	3,199.00	-2,725.69	14.8%	35,669.08	25,712.00	9,957.08	138.73%
5-2114 · Rigging	152.75	492.00	-339.25	31.05%	2,957.13	4,614.00	-1,656.87	64.09%
Total 5-2110 · Billable Hourly Labor	18,078.08	11,812.00	6,266.08	153.05%	104,178.25	88,020.00	16,158.25	118.36%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	33,543.21	25,714.00	7,829.21	130.45%
5-2122 · Other	0.00	492.00	-492.00	0.0%	1,552.01	5,771.00	-4,218.99	26.89%
Total 5-2120 · Unit Billed Services	0.00	492.00	-492.00	0.0%	35,095.22	31,485.00	3,610.22	111.47%
Total 5-2100 · Labor	18,078.08	12,304.00	5,774.08	146.93%	139,273.47	119,505.00	19,768.47	116.54%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	36,054.69	22,500.00	13,554.69	160.24%
5-2300 · Materials	10,180.20	8,750.00	1,430.20	116.35%	79,039.32	66,150.00	12,889.32	119.49%
Total 5-2000 · Service Dept COGS	28,258.28	21,054.00	7,204.28	134.22%	254,367.48	208,155.00	46,212.48	122.2%
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	0.00	0.00	0.00	0.0%	2,275.04	2,520.00	-244.96	90.28%
5-3120 · Consumables	0.00	0.00	0.00	0.0%	1,141.02	1,013.00	128.02	112.64%
5-3130 · Marine Supplies	2,355.00	2,275.00	80.00	103.52%	61,783.71	63,700.00	-1,916.29	96.99%
5-3140 · Personal Items	-166.00	0.00	-166.00	100.0%	2,223.01	3,952.00	-1,728.99	56.25%
5-3150 · Special Orders	685.56	0.00	685.56	100.0%	25,872.20	18,550.00	7,322.20	139.47%
Total 5-3100 · Store Sales	2,874.56	2,275.00	599.56	126.35%	93,294.98	89,735.00	3,559.98	103.97%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	0.00	0.00	0.00	0.0%	12,188.83	12,400.00	-211.17	98.3%
5-3220 · Gasoline	0.00	0.00	0.00	0.0%	34,114.50	41,600.00	-7,485.50	82.01%
Total 5-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	46,303.33	54,000.00	-7,696.67	85.75%
Total 5-3000 · Ship Store COGS	2,874.56	2,275.00	599.56	126.35%	139,598.31	143,735.00	-4,136.69	97.12%
Total COGS	31,132.84	23,329.00	7,803.84	133.45%	393,965.79	351,890.00	42,075.79	111.96%
Gross Profit	40,898.27	54,395.00	-13,496.73	75.19%	793,939.08	778,137.00	15,802.08	102.03%
Expense								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	222.91	500.00	-277.09	44.58%	12,300.33	11,400.00	900.33	107.9%
6-1120 · Buildings/Grounds	1,602.82	3,000.00	-1,397.18	53.43%	14,579.86	19,700.00	-5,120.14	74.01%
Total 6-1100 · Utilities	1,825.73	3,500.00	-1,674.27	52.16%	26,880.19	31,100.00	-4,219.81	86.43%
6-1200 · Maintenance & Supplies								
6-1210 · Marina	0.00	0.00	0.00	0.0%	4,535.45	3,050.00	1,485.45	148.7%
6-1220 · Buildings/Grounds	1,229.37	1,300.00	-70.63	94.57%	18,083.38	13,000.00	5,083.38	139.1%
Total 6-1200 · Maintenance & Supplies	1,229.37	1,300.00	-70.63	94.57%	22,618.83	16,050.00	6,568.83	140.93%
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
Total 6-1000 · Facility Expenses	3,055.10	5,300.00	-2,244.90	57.64%	49,499.02	52,150.00	-2,650.98	94.92%
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								

# Washburn Marina

## Washburn Marina Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
<b>6-2110 · Non-Billable Salary &amp; Wages</b>								
6-2111 · Administrative	4,621.77	3,706.00	915.77	124.71%	33,867.54	35,399.00	-1,531.46	95.67%
6-2112 · Warranty/Credit	164.38	529.00	-364.62	31.07%	5,633.41	5,057.00	576.41	111.4%
6-2113 · General Maintenance	820.60	1,059.00	-238.40	77.49%	3,692.56	10,115.00	-6,422.44	36.51%
<b>Total 6-2110 · Non-Billable Salary &amp; Wa</b>	<b>5,606.75</b>	<b>5,294.00</b>	<b>312.75</b>	<b>105.91%</b>	<b>43,193.51</b>	<b>50,571.00</b>	<b>-7,377.49</b>	<b>85.41%</b>
6-2120 · FICA/Medicare	2,084.20	2,147.00	-62.80	97.08%	15,072.46	15,742.00	-669.54	95.75%
6-2130 · Unemployment Compensation	448.44	500.00	-51.56	89.69%	1,396.27	1,310.00	86.27	106.59%
6-2140 · Workers Compensation	696.63	559.00	137.63	124.62%	5,301.12	5,590.00	-288.88	94.83%
<b>Total 6-2100 · Non-Billable Wages &amp; Tax</b>	<b>8,836.02</b>	<b>8,500.00</b>	<b>336.02</b>	<b>103.95%</b>	<b>64,963.36</b>	<b>73,213.00</b>	<b>-8,249.64</b>	<b>88.73%</b>
<b>6-2200 · Employee Benefits</b>								
6-2210 · Holiday Pay	1,925.60	1,853.00	72.60	103.92%	5,319.60	5,561.00	-241.40	95.66%
6-2220 · Personal Time Compensation	1,633.90	649.00	984.90	251.76%	7,669.40	6,490.00	1,179.40	118.17%
6-2230 · Health Insurance	487.34	525.00	-37.66	92.83%	3,393.80	5,250.00	-1,856.20	64.64%
6-2240 · Retirement Plan	335.34	340.00	-4.66	98.63%	3,323.75	3,400.00	-76.25	97.76%
<b>Total 6-2200 · Employee Benefits</b>	<b>4,382.18</b>	<b>3,367.00</b>	<b>1,015.18</b>	<b>130.15%</b>	<b>19,706.55</b>	<b>20,701.00</b>	<b>-994.45</b>	<b>95.2%</b>
6-2310 · Education & Training	-450.00	1,167.00	-1,617.00	-38.56%	548.75	2,670.00	-2,121.25	20.55%
6-2320 · Equipment Maintenance	1,594.38	525.00	1,069.38	303.69%	5,345.61	5,250.00	95.61	101.82%
6-2330 · Freight & Shipping	226.94	275.00	-48.06	82.52%	3,809.56	2,750.00	1,059.56	138.53%
6-2340 · Hazardous Waste Removal	0.00	0.00	0.00	0.0%	2,507.75	800.00	1,707.75	313.47%
6-2350 · Small Tools	618.30	400.00	218.30	154.58%	2,771.27	4,000.00	-1,228.73	69.28%
6-2360 · Supplies	-246.62	0.00	-246.62	100.0%	-7,086.21	0.00	-7,086.21	100.0%
6-2370 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	288.73	250.00	38.73	115.49%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	1,702.01	1,650.00	52.01	103.15%
6-2390 · Utilities	104.87	100.00	4.87	104.87%	1,044.30	1,000.00	44.30	104.43%
6-2400 · Warranty Parts	381.13	150.00	231.13	254.09%	2,206.77	1,500.00	706.77	147.12%
<b>Total 6-2000 · Service Dept Expenses</b>	<b>15,447.20</b>	<b>14,484.00</b>	<b>963.20</b>	<b>106.65%</b>	<b>97,808.45</b>	<b>113,784.00</b>	<b>-15,975.55</b>	<b>85.96%</b>
<b>6-3000 · Ship Store Expenses</b>								
<b>6-3100 · Wages &amp; Taxes</b>								
6-3110 · Regular & OT Wages	2,897.05	3,582.00	-684.95	80.88%	47,461.99	48,572.00	-1,110.01	97.72%
6-3120 · FICA/Medicare	246.41	274.00	-27.59	89.93%	4,276.56	3,717.00	559.56	115.05%
6-3130 · Unemployment Compensation	53.02	100.00	-46.98	53.02%	316.14	495.00	-178.86	63.87%
6-3140 · Workers Compensation	82.36	229.00	-146.64	35.97%	1,107.06	2,290.00	-1,182.94	48.34%
<b>Total 6-3100 · Wages &amp; Taxes</b>	<b>3,278.84</b>	<b>4,185.00</b>	<b>-906.16</b>	<b>78.35%</b>	<b>53,161.75</b>	<b>55,074.00</b>	<b>-1,912.25</b>	<b>96.53%</b>
<b>6-3200 · Employee Benefits</b>								
6-3210 · Holiday Pay	324.00	347.00	-23.00	93.37%	1,836.00	1,035.00	801.00	177.39%
6-3220 · Personal Time Compensation	0.00	125.00	-125.00	0.0%	1,012.50	1,250.00	-237.50	81.0%
6-3230 · Health Insurance	487.34	525.00	-37.66	92.83%	4,875.65	5,250.00	-374.35	92.87%
6-3240 · Retirement Plan	73.07	102.00	-28.93	71.64%	553.73	748.00	-194.27	74.03%
<b>Total 6-3200 · Employee Benefits</b>	<b>884.41</b>	<b>1,099.00</b>	<b>-214.59</b>	<b>80.47%</b>	<b>8,277.88</b>	<b>8,283.00</b>	<b>-5.12</b>	<b>99.94%</b>
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	225.00	1,000.00	-775.00	22.5%
6-3310 · Equipment/Maintenance	0.00	30.00	-30.00	0.0%	1,069.97	300.00	769.97	356.66%
6-3320 · Freight/Shipping	2.77	100.00	-97.23	2.77%	807.65	1,750.00	-942.35	46.15%

**Washburn Marina**  
**Washburn Marina Budget vs. Actual**  
**January 2024**

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
6-3330 · Supplies	89.76	65.00	24.76	138.09%	765.32	650.00	115.32	117.74%
6-3340 · Travel/Lodging/Meals	0.00	150.00	-150.00	0.0%	129.39	300.00	-170.61	43.13%
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	470.85	600.00	-129.15	78.48%
6-3360 · Utilities	104.87	100.00	4.87	104.87%	1,044.38	1,000.00	44.38	104.44%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	18.49	0.00	18.49	100.0%
<b>Total 6-3000 · Ship Store Expenses</b>	<b>4,360.65</b>	<b>5,729.00</b>	<b>-1,368.35</b>	<b>76.12%</b>	<b>65,970.68</b>	<b>68,957.00</b>	<b>-2,986.32</b>	<b>95.67%</b>
<b>6-4000 · General Expenses</b>								
<b>6-4100 · Wages &amp; Taxes</b>								
6-4110 · Administration Wages	14,883.45	15,600.00	-716.55	95.41%	116,979.37	115,870.00	1,109.37	100.96%
6-4120 · Repair/Maintenance Wages	3,263.11	4,020.00	-756.89	81.17%	34,625.35	44,201.00	-9,575.65	78.34%
6-4130 · FICA/Medicare	1,534.82	1,633.00	-98.18	93.99%	11,501.86	12,989.00	-1,487.14	88.55%
6-4140 · Unemployment Compensation	330.24	245.00	85.24	134.79%	746.41	935.00	-188.59	79.83%
6-4150 · Workers Compensation	513.01	450.00	63.01	114.0%	4,259.82	4,500.00	-240.18	94.66%
<b>Total 6-4100 · Wages &amp; Taxes</b>	<b>20,524.63</b>	<b>21,948.00</b>	<b>-1,423.37</b>	<b>93.52%</b>	<b>168,112.81</b>	<b>178,495.00</b>	<b>-10,382.19</b>	<b>94.18%</b>
<b>6-4200 · Employee Benefits</b>								
6-4210 · Holiday Pay	751.20	539.00	212.20	139.37%	2,944.71	1,619.00	1,325.71	181.88%
6-4220 · Personal Time Compensation	1,165.20	325.00	840.20	358.52%	4,972.44	3,250.00	1,722.44	153.0%
6-4230 · Health Insurance	1,485.62	2,105.00	-619.38	70.58%	10,662.00	21,050.00	-10,388.00	50.65%
6-4240 · Retirement Plan	627.15	640.00	-12.85	97.99%	4,445.88	4,696.00	-250.12	94.67%
<b>Total 6-4200 · Employee Benefits</b>	<b>4,029.17</b>	<b>3,609.00</b>	<b>420.17</b>	<b>111.64%</b>	<b>23,025.03</b>	<b>30,615.00</b>	<b>-7,589.97</b>	<b>75.21%</b>
<b>6-4300 · Advertising &amp; Marketing</b>	<b>57.75</b>	<b>165.00</b>	<b>-107.25</b>	<b>35.0%</b>	<b>7,851.54</b>	<b>8,140.00</b>	<b>-288.46</b>	<b>96.46%</b>
6-4310 · Contract Services	88.25	40.00	48.25	220.63%	525.98	400.00	125.98	131.5%
6-4320 · Donations	0.00	0.00	0.00	0.0%	1,389.66	1,400.00	-10.34	99.26%
6-4330 · Education & Training	0.00	1,167.00	-1,167.00	0.0%	548.75	3,111.00	-2,562.25	17.64%
6-4340 · Equipmt/Furnish/Sm Tools/Mai	0.00	25.00	-25.00	0.0%	481.97	250.00	231.97	192.79%
6-4350 · Insurance	2,080.17	2,100.00	-19.83	99.06%	19,981.20	21,000.00	-1,018.80	95.15%
6-4370 · License/Permit/Fee/Dues/Subs	510.00	550.00	-40.00	92.73%	4,009.43	3,225.00	784.43	124.32%
6-4380 · Office Supplies/Postage	78.87	175.00	-96.13	45.07%	1,688.01	1,750.00	-61.99	96.46%
6-4390 · Professional Services	950.00	100.00	850.00	950.0%	3,115.00	4,200.00	-1,085.00	74.17%
6-4400 · Service Charges	1,963.87	1,500.00	463.87	130.93%	17,947.76	20,800.00	-2,852.24	86.29%
6-4410 · Supplies	0.00	100.00	-100.00	0.0%	559.56	1,000.00	-440.44	55.96%
6-4420 · Travel/Lodging/Miles	0.00	25.00	-25.00	0.0%	836.08	1,025.00	-188.92	81.57%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	427.20	400.00	27.20	106.8%
6-4440 · Utilities	266.36	265.00	1.36	100.51%	2,690.93	2,650.00	40.93	101.55%
6-4450 · Misc Expenses	90.30	100.00	-9.70	90.3%	1,707.82	1,000.00	707.82	170.78%
6-4460 · Purchases Discount	-55.74	-50.00	-5.74	111.48%	-478.27	-500.00	21.73	95.65%
<b>Total 6-4000 · General Expenses</b>	<b>30,583.63</b>	<b>31,819.00</b>	<b>-1,235.37</b>	<b>96.12%</b>	<b>254,420.46</b>	<b>278,961.00</b>	<b>-24,540.54</b>	<b>91.2%</b>
<b>Total Expense</b>	<b>53,446.58</b>	<b>57,332.00</b>	<b>-3,885.42</b>	<b>93.22%</b>	<b>467,698.61</b>	<b>513,852.00</b>	<b>-46,153.39</b>	<b>91.02%</b>
<b>Net Ordinary Income</b>	<b>-12,548.31</b>	<b>-2,937.00</b>	<b>-9,611.31</b>	<b>427.25%</b>	<b>326,240.47</b>	<b>264,285.00</b>	<b>61,955.47</b>	<b>123.44%</b>
<b>Net Income</b>	<b>-12,548.31</b>	<b>-2,937.00</b>	<b>-9,611.31</b>	<b>427.25%</b>	<b>326,240.47</b>	<b>264,285.00</b>	<b>61,955.47</b>	<b>123.44%</b>

# Washburn Marina Facilities Budget vs. Actual January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4-1000 · Facility Income</b>								
4-1100 · In-Season	75.00	0.00	75.00	100.0%	155,183.42	147,500.00	7,683.42	105.21%
4-1200 · Off-Season	1,957.00	2,500.00	-543.00	78.28%	121,018.10	116,075.00	4,943.10	104.26%
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	948.57	500.00	448.57	189.71%	4,821.89	5,000.00	-178.11	96.44%
<b>Total 4-1000 · Facility Income</b>	<b>2,980.57</b>	<b>3,000.00</b>	<b>-19.43</b>	<b>99.35%</b>	<b>425,340.77</b>	<b>412,892.00</b>	<b>12,448.77</b>	<b>103.02%</b>
<b>Total Income</b>	<b>2,980.57</b>	<b>3,000.00</b>	<b>-19.43</b>	<b>99.35%</b>	<b>425,340.77</b>	<b>412,892.00</b>	<b>12,448.77</b>	<b>103.02%</b>
<b>Gross Profit</b>	<b>2,980.57</b>	<b>3,000.00</b>	<b>-19.43</b>	<b>99.35%</b>	<b>425,340.77</b>	<b>412,892.00</b>	<b>12,448.77</b>	<b>103.02%</b>
<b>Expense</b>								
<b>6-1000 · Facility Expenses</b>								
<b>6-1100 · Utilities</b>								
6-1110 · Marina	222.91	500.00	-277.09	44.58%	12,300.33	11,400.00	900.33	107.9%
6-1120 · Buildings/Grounds	1,602.82	3,000.00	-1,397.18	53.43%	14,579.86	19,700.00	-5,120.14	74.01%
<b>Total 6-1100 · Utilities</b>	<b>1,825.73</b>	<b>3,500.00</b>	<b>-1,674.27</b>	<b>52.16%</b>	<b>26,880.19</b>	<b>31,100.00</b>	<b>-4,219.81</b>	<b>86.43%</b>
<b>6-1200 · Maintenance &amp; Supplies</b>								
6-1210 · Marina	0.00	0.00	0.00	0.0%	4,535.45	3,050.00	1,485.45	148.7%
6-1220 · Buildings/Grounds	1,229.37	1,300.00	-70.63	94.57%	18,083.38	13,000.00	5,083.38	139.1%
<b>Total 6-1200 · Maintenance &amp; Supplies</b>	<b>1,229.37</b>	<b>1,300.00</b>	<b>-70.63</b>	<b>94.57%</b>	<b>22,618.83</b>	<b>16,050.00</b>	<b>6,568.83</b>	<b>140.93%</b>
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
<b>Total 6-1000 · Facility Expenses</b>	<b>3,055.10</b>	<b>5,300.00</b>	<b>-2,244.90</b>	<b>57.64%</b>	<b>49,499.02</b>	<b>52,150.00</b>	<b>-2,650.98</b>	<b>94.92%</b>
<b>Total Expense</b>	<b>3,055.10</b>	<b>5,300.00</b>	<b>-2,244.90</b>	<b>57.64%</b>	<b>49,499.02</b>	<b>52,150.00</b>	<b>-2,650.98</b>	<b>94.92%</b>
<b>Net Ordinary Income</b>	<b>-74.53</b>	<b>-2,300.00</b>	<b>2,225.47</b>	<b>3.24%</b>	<b>375,841.75</b>	<b>360,742.00</b>	<b>15,099.75</b>	<b>104.19%</b>
<b>Net Income</b>	<b>-74.53</b>	<b>-2,300.00</b>	<b>2,225.47</b>	<b>3.24%</b>	<b>375,841.75</b>	<b>360,742.00</b>	<b>15,099.75</b>	<b>104.19%</b>
PREVIOUS YEAR COMPARISON								
	Jan 24	Jan 23	\$ Change	% Change	Apr '23 - Jan 24	Apr '22 - Jan 23	\$ Change	% Change
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4-1000 · Facility Income</b>	<b>2,980.57</b>	<b>2,249.71</b>	<b>730.86</b>	<b>32.49%</b>	<b>425,340.77</b>	<b>422,530.83</b>	<b>2,809.94</b>	<b>0.67%</b>
<b>Total Income</b>	<b>2,980.57</b>	<b>2,249.71</b>	<b>730.86</b>	<b>32.49%</b>	<b>425,340.77</b>	<b>422,530.83</b>	<b>2,809.94</b>	<b>0.67%</b>
<b>Gross Profit</b>	<b>2,980.57</b>	<b>2,249.71</b>	<b>730.86</b>	<b>32.49%</b>	<b>425,340.77</b>	<b>422,530.83</b>	<b>2,809.94</b>	<b>0.67%</b>
<b>Expense</b>								
<b>6-1000 · Facility Expenses</b>	<b>3,055.10</b>	<b>6,438.23</b>	<b>-3,383.13</b>	<b>-52.55%</b>	<b>49,499.02</b>	<b>47,629.42</b>	<b>1,869.60</b>	<b>3.93%</b>
<b>Total Expense</b>	<b>3,055.10</b>	<b>6,438.23</b>	<b>-3,383.13</b>	<b>-52.55%</b>	<b>49,499.02</b>	<b>47,629.42</b>	<b>1,869.60</b>	<b>3.93%</b>
<b>Net Ordinary Income</b>	<b>-74.53</b>	<b>-4,188.52</b>	<b>4,113.99</b>	<b>98.22%</b>	<b>375,841.75</b>	<b>374,901.41</b>	<b>940.34</b>	<b>0.25%</b>
<b>Net Income</b>	<b>-74.53</b>	<b>-4,188.52</b>	<b>4,113.99</b>	<b>98.22%</b>	<b>375,841.75</b>	<b>374,901.41</b>	<b>940.34</b>	<b>0.25%</b>

**Washburn Marina**  
**Service Department Budget vs. Actual**  
**January 2024**

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	16,520.00	17,572.00	-1,052.00	94.01%	58,500.00	91,886.00	-33,386.00	63.67%
4-2112 · Fiberglass-Woodwork	36,330.00	26,944.00	9,386.00	134.84%	160,334.01	134,116.00	26,218.01	119.55%
4-2113 · Mechanical	990.00	11,715.00	-10,725.00	8.45%	169,072.21	121,737.00	47,335.21	138.88%
4-2114 · Rigging	0.00	2,343.00	-2,343.00	0.0%	16,130.00	20,732.00	-4,602.00	77.8%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	129,662.29	126,505.00	3,157.29	102.5%
4-2122 · Other Unit Billed	0.00	0.00	0.00	0.0%	18,418.75	24,096.00	-5,677.25	76.44%
Total 4-2120 · Unit Billed Services	0.00	0.00	0.00	0.0%	148,081.04	150,601.00	-2,519.96	98.33%
Total 4-2100 · Labor	53,840.00	58,574.00	-4,734.00	91.92%	552,117.26	519,072.00	33,045.26	106.37%
4-2200 · Materials	10,450.78	12,500.00	-2,049.22	83.61%	105,231.60	94,500.00	10,731.60	111.36%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	38,429.89	25,000.00	13,429.89	153.72%
4-2400 · Misc Charges	83.95	250.00	-166.05	33.58%	22,342.81	19,750.00	2,592.81	113.13%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	0.00	-800.00	800.00	0.0%
Total 4-2000 · Service Dept Income	64,374.73	71,224.00	-6,849.27	90.38%	718,121.56	657,522.00	60,599.56	109.22%
Total Income	64,374.73	71,224.00	-6,849.27	90.38%	718,121.56	657,522.00	60,599.56	109.22%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								
5-2111 · Electrical-Plumbing	3,582.25	2,953.00	629.25	121.31%	15,822.98	17,080.00	-1,257.02	92.64%
5-2112 · Fiberglass-Woodworking	13,869.77	5,168.00	8,701.77	268.38%	49,729.06	40,614.00	9,115.06	122.44%
5-2113 · Mechanical	473.31	3,199.00	-2,725.69	14.8%	35,669.08	25,712.00	9,957.08	138.73%
5-2114 · Rigging	152.75	492.00	-339.25	31.05%	2,957.13	4,614.00	-1,656.87	64.09%
Total 5-2110 · Billable Hourly Labor	18,078.08	11,812.00	6,266.08	153.05%	104,178.25	88,020.00	16,158.25	118.36%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	33,543.21	25,714.00	7,829.21	130.45%
5-2122 · Other	0.00	492.00	-492.00	0.0%	1,552.01	5,771.00	-4,218.99	26.89%
Total 5-2120 · Unit Billed Services	0.00	492.00	-492.00	0.0%	35,095.22	31,485.00	3,610.22	111.47%
Total 5-2100 · Labor	18,078.08	12,304.00	5,774.08	146.93%	139,273.47	119,505.00	19,768.47	116.54%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	36,054.69	22,500.00	13,554.69	160.24%
5-2300 · Materials	10,180.20	8,750.00	1,430.20	116.35%	79,039.32	66,150.00	12,889.32	119.49%
Total 5-2000 · Service Dept COGS	28,258.28	21,054.00	7,204.28	134.22%	254,367.48	208,155.00	46,212.48	122.2%
Total COGS	28,258.28	21,054.00	7,204.28	134.22%	254,367.48	208,155.00	46,212.48	122.2%
Gross Profit	36,116.45	50,170.00	-14,053.55	71.99%	463,754.08	449,367.00	14,387.08	103.2%
Expense								
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								
6-2111 · Administrative	4,621.77	3,706.00	915.77	124.71%	33,867.54	35,399.00	-1,531.46	95.67%
6-2112 · Warranty/Credit	164.38	529.00	-364.62	31.07%	5,633.41	5,057.00	576.41	111.4%

**Washburn Marina**  
**Service Department Budget vs. Actual**  
**January 2024**

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
6-2113 · General Maintenance	820.60	1,059.00	-238.40	77.49%	3,692.56	10,115.00	-6,422.44	36.51%
Total 6-2110 · Non-Billable Salary & Wa	5,606.75	5,294.00	312.75	105.91%	43,193.51	50,571.00	-7,377.49	85.41%
6-2120 · FICA/Medicare	2,084.20	2,147.00	-62.80	97.08%	15,072.46	15,742.00	-669.54	95.75%
6-2130 · Unemployment Compensation	448.44	500.00	-51.56	89.69%	1,396.27	1,310.00	86.27	106.59%
6-2140 · Workers Compensation	696.63	559.00	137.63	124.62%	5,301.12	5,590.00	-288.88	94.83%
Total 6-2100 · Non-Billable Wages & Tax	8,836.02	8,500.00	336.02	103.95%	64,963.36	73,213.00	-8,249.64	88.73%
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	1,925.60	1,853.00	72.60	103.92%	5,319.60	5,561.00	-241.40	95.66%
6-2220 · Personal Time Compensation	1,633.90	649.00	984.90	251.76%	7,669.40	6,490.00	1,179.40	118.17%
6-2230 · Health Insurance	487.34	525.00	-37.66	92.83%	3,393.80	5,250.00	-1,856.20	64.64%
6-2240 · Retirement Plan	335.34	340.00	-4.66	98.63%	3,323.75	3,400.00	-76.25	97.76%
Total 6-2200 · Employee Benefits	4,382.18	3,367.00	1,015.18	130.15%	19,706.55	20,701.00	-994.45	95.2%
6-2310 · Education & Training	-450.00	1,167.00	-1,617.00	-38.56%	548.75	2,670.00	-2,121.25	20.55%
6-2320 · Equipment Maintenance	1,594.38	525.00	1,069.38	303.69%	5,345.61	5,250.00	95.61	101.82%
6-2330 · Freight & Shipping	226.94	275.00	-48.06	82.52%	3,809.56	2,750.00	1,059.56	138.53%
6-2340 · Hazardous Waste Removal	0.00	0.00	0.00	0.0%	2,507.75	800.00	1,707.75	313.47%
6-2350 · Small Tools	618.30	400.00	218.30	154.58%	2,771.27	4,000.00	-1,228.73	69.28%
6-2360 · Supplies	-246.62	0.00	-246.62	100.0%	-7,086.21	0.00	-7,086.21	100.0%
6-2370 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	288.73	250.00	38.73	115.49%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	1,702.01	1,650.00	52.01	103.15%
6-2390 · Utilities	104.87	100.00	4.87	104.87%	1,044.30	1,000.00	44.30	104.43%
6-2400 · Warranty Parts	381.13	150.00	231.13	254.09%	2,206.77	1,500.00	706.77	147.12%
Total 6-2000 · Service Dept Expenses	15,447.20	14,484.00	963.20	106.65%	97,808.45	113,784.00	-15,975.55	85.96%
Total Expense	15,447.20	14,484.00	963.20	106.65%	97,808.45	113,784.00	-15,975.55	85.96%
Net Ordinary Income	20,669.25	35,686.00	-15,016.75	57.92%	365,945.63	335,583.00	30,362.63	109.05%
Net Income	20,669.25	35,686.00	-15,016.75	57.92%	365,945.63	335,583.00	30,362.63	109.05%

PREVIOUS YEAR COMPARISON								
	Jan 24	Jan 23	\$ Change	% Change	Apr '23 - Jan 24	Apr '22 - Jan 23	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income	64,374.73	99,354.23	-34,979.50	-35.21%	718,121.56	667,200.40	50,921.16	7.63%
Total Income	64,374.73	99,354.23	-34,979.50	-35.21%	718,121.56	667,200.40	50,921.16	7.63%
Cost of Goods Sold								
5-2000 · Service Dept COGS	28,258.28	47,902.52	-19,644.24	-41.01%	254,367.48	237,108.33	17,259.15	7.28%
Total COGS	28,258.28	47,902.52	-19,644.24	-41.01%	254,367.48	237,108.33	17,259.15	7.28%
Gross Profit	36,116.45	51,451.71	-15,335.26	-29.81%	463,754.08	430,092.07	33,662.01	7.83%
Expense								
6-2000 · Service Dept Expenses	15,447.20	11,587.45	3,859.75	33.31%	97,808.45	93,968.41	3,840.04	4.09%
Total Expense	15,447.20	11,587.45	3,859.75	33.31%	97,808.45	93,968.41	3,840.04	4.09%
Net Ordinary Income	20,669.25	39,864.26	-19,195.01	-48.15%	365,945.63	336,123.66	29,821.97	8.87%
Net Income	20,669.25	39,864.26	-19,195.01	-48.15%	365,945.63	336,123.66	29,821.97	8.87%

# Washburn Marina

## Ship Store Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	0.00	0.00	0.00	0.0%	3,132.33	3,150.00	-17.67	99.44%
4-3120 · Consumables	0.00	0.00	0.00	0.0%	1,450.69	1,350.00	100.69	107.46%
4-3130 · Marine Supplies	3,971.02	3,500.00	471.02	113.46%	87,097.34	98,000.00	-10,902.66	88.88%
4-3140 · Personal Items	0.00	0.00	0.00	0.0%	4,242.15	5,200.00	-957.85	81.58%
4-3150 · Special Orders	704.79	0.00	704.79	100.0%	28,284.75	26,500.00	1,784.75	106.74%
Total 4-3100 · Store Sales	4,675.81	3,500.00	1,175.81	133.6%	124,207.26	134,200.00	-9,992.74	92.55%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	0.00	0.00	0.00	0.0%	15,590.74	15,500.00	90.74	100.59%
4-3220 · Gasoline	0.00	0.00	0.00	0.0%	47,093.30	52,000.00	-4,906.70	90.56%
4-3230 · Pump Out	0.00	0.00	0.00	0.0%	1,868.60	2,230.00	-361.40	83.79%
Total 4-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	64,552.64	69,730.00	-5,177.36	92.58%
Total 4-3000 · Ship Store Income	4,675.81	3,500.00	1,175.81	133.6%	188,759.90	203,930.00	-15,170.10	92.56%
Total Income	4,675.81	3,500.00	1,175.81	133.6%	188,759.90	203,930.00	-15,170.10	92.56%
Cost of Goods Sold								
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	0.00	0.00	0.00	0.0%	2,275.04	2,520.00	-244.96	90.28%
5-3120 · Consumables	0.00	0.00	0.00	0.0%	1,141.02	1,013.00	128.02	112.64%
5-3130 · Marine Supplies	2,355.00	2,275.00	80.00	103.52%	61,783.71	63,700.00	-1,916.29	96.99%
5-3140 · Personal Items	-166.00	0.00	-166.00	100.0%	2,223.01	3,952.00	-1,728.99	56.25%
5-3150 · Special Orders	685.56	0.00	685.56	100.0%	25,872.20	18,550.00	7,322.20	139.47%
Total 5-3100 · Store Sales	2,874.56	2,275.00	599.56	126.35%	93,294.98	89,735.00	3,559.98	103.97%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	0.00	0.00	0.00	0.0%	12,188.83	12,400.00	-211.17	98.3%
5-3220 · Gasoline	0.00	0.00	0.00	0.0%	34,114.50	41,600.00	-7,485.50	82.01%
Total 5-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	46,303.33	54,000.00	-7,696.67	85.75%
Total 5-3000 · Ship Store COGS	2,874.56	2,275.00	599.56	126.35%	139,598.31	143,735.00	-4,136.69	97.12%
Total COGS	2,874.56	2,275.00	599.56	126.35%	139,598.31	143,735.00	-4,136.69	97.12%
Gross Profit	1,801.25	1,225.00	576.25	147.04%	49,161.59	60,195.00	-11,033.41	81.67%
Expense								
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	2,897.05	3,582.00	-684.95	80.88%	47,461.99	48,572.00	-1,110.01	97.72%
6-3120 · FICA/Medicare	246.41	274.00	-27.59	89.93%	4,276.56	3,717.00	559.56	115.05%
6-3130 · Unemployment Compensation	53.02	100.00	-46.98	53.02%	316.14	495.00	-178.86	63.87%
6-3140 · Workers Compensation	82.36	229.00	-146.64	35.97%	1,107.06	2,290.00	-1,182.94	48.34%
Total 6-3100 · Wages & Taxes	3,278.84	4,185.00	-906.16	78.35%	53,161.75	55,074.00	-1,912.25	96.53%
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	324.00	347.00	-23.00	93.37%	1,836.00	1,035.00	801.00	177.39%

# Washburn Marina

## Ship Store Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
6-3220 · Personal Time Compensation	0.00	125.00	-125.00	0.0%	1,012.50	1,250.00	-237.50	81.0%
6-3230 · Health Insurance	487.34	525.00	-37.66	92.83%	4,875.65	5,250.00	-374.35	92.87%
6-3240 · Retirement Plan	73.07	102.00	-28.93	71.64%	553.73	748.00	-194.27	74.03%
Total 6-3200 · Employee Benefits	884.41	1,099.00	-214.59	80.47%	8,277.88	8,283.00	-5.12	99.94%
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	225.00	1,000.00	-775.00	22.5%
6-3310 · Equipment/Maintenance	0.00	30.00	-30.00	0.0%	1,069.97	300.00	769.97	356.66%
6-3320 · Freight/Shipping	2.77	100.00	-97.23	2.77%	807.65	1,750.00	-942.35	46.15%
6-3330 · Supplies	89.76	65.00	24.76	138.09%	765.32	650.00	115.32	117.74%
6-3340 · Travel/Lodging/Meals	0.00	150.00	-150.00	0.0%	129.39	300.00	-170.61	43.13%
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	470.85	600.00	-129.15	78.48%
6-3360 · Utilities	104.87	100.00	4.87	104.87%	1,044.38	1,000.00	44.38	104.44%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	18.49	0.00	18.49	100.0%
Total 6-3000 · Ship Store Expenses	4,360.65	5,729.00	-1,368.35	76.12%	65,970.68	68,957.00	-2,986.32	95.67%
Total Expense	4,360.65	5,729.00	-1,368.35	76.12%	65,970.68	68,957.00	-2,986.32	95.67%
Net Ordinary Income	-2,559.40	-4,504.00	1,944.60	56.83%	-16,809.09	-8,762.00	-8,047.09	191.84%
Net Income	-2,559.40	-4,504.00	1,944.60	56.83%	-16,809.09	-8,762.00	-8,047.09	191.84%

PREVIOUS YEAR COMPARISON								
	Jan 24	Jan 23	\$ Change	% Change	Apr '23 - Jan 24	Apr '22 - Jan 23	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income	4,675.81	2,927.73	1,748.08	59.71%	188,759.90	181,073.97	7,685.93	4.25%
Total Income	4,675.81	2,927.73	1,748.08	59.71%	188,759.90	181,073.97	7,685.93	4.25%
Cost of Goods Sold								
5-3000 · Ship Store COGS	2,874.56	2,150.62	723.94	33.66%	139,598.31	121,332.70	18,265.61	15.05%
Total COGS	2,874.56	2,150.62	723.94	33.66%	139,598.31	121,332.70	18,265.61	15.05%
Gross Profit	1,801.25	777.11	1,024.14	131.79%	49,161.59	59,741.27	-10,579.68	-17.71%
Expense								
6-3000 · Ship Store Expenses	4,360.65	2,478.71	1,881.94	75.92%	65,970.68	47,590.09	18,380.59	38.62%
Total Expense	4,360.65	2,478.71	1,881.94	75.92%	65,970.68	47,590.09	18,380.59	38.62%
Net Ordinary Income	-2,559.40	-1,701.60	-857.80	-50.41%	-16,809.09	12,151.18	-28,960.27	-238.33%
Net Income	-2,559.40	-1,701.60	-857.80	-50.41%	-16,809.09	12,151.18	-28,960.27	-238.33%

# Washburn Marina

## General Expenses Budget vs. Actual

### January 2024

BUDGET v ACTUAL								
	Jan 24	Budget	\$ Over Budget	% of Budget	Apr '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	14,883.45	15,600.00	-716.55	95.41%	116,979.37	115,870.00	1,109.37	100.96%
6-4120 · Repair/Maintenance Wages	3,263.11	4,020.00	-756.89	81.17%	34,625.35	44,201.00	-9,575.65	78.34%
6-4130 · FICA/Medicare	1,534.82	1,633.00	-98.18	93.99%	11,501.86	12,989.00	-1,487.14	88.55%
6-4140 · Unemployment Compensation	330.24	245.00	85.24	134.79%	746.41	935.00	-188.59	79.83%
6-4150 · Workers Compensation	513.01	450.00	63.01	114.0%	4,259.82	4,500.00	-240.18	94.66%
Total 6-4100 · Wages & Taxes	20,524.63	21,948.00	-1,423.37	93.52%	168,112.81	178,495.00	-10,382.19	94.18%
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	751.20	539.00	212.20	139.37%	2,944.71	1,619.00	1,325.71	181.88%
6-4220 · Personal Time Compensation	1,165.20	325.00	840.20	358.52%	4,972.44	3,250.00	1,722.44	153.0%
6-4230 · Health Insurance	1,485.62	2,105.00	-619.38	70.58%	10,662.00	21,050.00	-10,388.00	50.65%
6-4240 · Retirement Plan	627.15	640.00	-12.85	97.99%	4,445.88	4,696.00	-250.12	94.67%
Total 6-4200 · Employee Benefits	4,029.17	3,609.00	420.17	111.64%	23,025.03	30,615.00	-7,589.97	75.21%
6-4300 · Advertising & Marketing	57.75	165.00	-107.25	35.0%	7,851.54	8,140.00	-288.46	96.46%
6-4310 · Contract Services	88.25	40.00	48.25	220.63%	525.98	400.00	125.98	131.5%
6-4320 · Donations	0.00	0.00	0.00	0.0%	1,389.66	1,400.00	-10.34	99.26%
6-4330 · Education & Training	0.00	1,167.00	-1,167.00	0.0%	548.75	3,111.00	-2,562.25	17.64%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	481.97	250.00	231.97	192.79%
6-4350 · Insurance	2,080.17	2,100.00	-19.83	99.06%	19,981.20	21,000.00	-1,018.80	95.15%
6-4370 · License/Permit/Fee/Dues/Subscr	510.00	550.00	-40.00	92.73%	4,009.43	3,225.00	784.43	124.32%
6-4380 · Office Supplies/Postage	78.87	175.00	-96.13	45.07%	1,688.01	1,750.00	-61.99	96.46%
6-4390 · Professional Services	950.00	100.00	850.00	950.0%	3,115.00	4,200.00	-1,085.00	74.17%
6-4400 · Service Charges	1,963.87	1,500.00	463.87	130.93%	17,947.76	20,800.00	-2,852.24	86.29%
6-4410 · Supplies	0.00	100.00	-100.00	0.0%	559.56	1,000.00	-440.44	55.96%
6-4420 · Travel/Lodging/Miles	0.00	25.00	-25.00	0.0%	836.08	1,025.00	-188.92	81.57%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	427.20	400.00	27.20	106.8%
6-4440 · Utilities	266.36	265.00	1.36	100.51%	2,690.93	2,650.00	40.93	101.55%
6-4450 · Misc Expenses	90.30	100.00	-9.70	90.3%	1,707.82	1,000.00	707.82	170.78%
6-4460 · Purchases Discount	-55.74	-50.00	-5.74	111.48%	-478.27	-500.00	21.73	95.65%
Total 6-4000 · General Expenses	30,583.63	31,819.00	-1,235.37	96.12%	254,420.46	278,961.00	-24,540.54	91.2%
Total Expense	30,583.63	31,819.00	-1,235.37	96.12%	254,420.46	278,961.00	-24,540.54	91.2%
Net Ordinary Income	-30,583.63	-31,819.00	1,235.37	96.12%	-254,420.46	-278,961.00	24,540.54	91.2%
Net Income	-30,583.63	-31,819.00	1,235.37	96.12%	-254,420.46	-278,961.00	24,540.54	91.2%

PREVIOUS YEAR COMPARISON								
	Jan 24	Jan 23	\$ Change	% Change	Apr '23 - Jan 24	Apr '22 - Jan 23	\$ Change	% Change
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses	30,583.63	22,482.55	8,101.08	36.03%	254,420.46	249,657.21	4,763.25	1.91%
Total Expense	30,583.63	22,482.55	8,101.08	36.03%	254,420.46	249,657.21	4,763.25	1.91%
Net Ordinary Income	-30,583.63	-22,482.55	-8,101.08	-36.03%	-254,420.46	-249,657.21	-4,763.25	-1.91%
Net Income	-30,583.63	-22,482.55	-8,101.08	-36.03%	-254,420.46	-249,657.21	-4,763.25	-1.91%

Washburn Marina  
Revenue - Draw Report  
January 2024

	Jan 24	Apr '23 - Jan 24
9-1100 · Draws from City	-83,966.66	-994,446.64
9-2100 · Revenues Paid to City	99,852.68	1,470,538.86
	15,886.02	476,092.22
Operating Revenue		1,326,221.50
Maintenance Fees-2023		144,317.36
Total		1,470,538.86

## Scott Kluver

---

**From:** Michelle Shrider <michelle@washburnmarina.com>  
**Sent:** Friday, February 9, 2024 9:34 AM  
**To:** Scott Kluver  
**Cc:** Chris Dale  
**Subject:** Plumbing Repairs

Scott :

Just a heads up – in the utility room where the water mains come in, we have systematically replaced all the old valves. We are getting close. There is one that is in line to the water for outside – docks/bathrooms with a leaking valve that has typically sealed up over the course of the spring and seated so it didn't leak. Last year when we had the major waterline break and had to turn all the water off for a period, it didn't seal. We've had Adrian Cady on this since last summer and he is finally going to look at it on 2/15/24 and we're scheduled for repairs the week of 2/26/24. I don't have a repair estimate yet, and with these types of projects we typically can't get one. I want you to know this is going on and that it may exceed the \$1250 amount. 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](http://www.washburnmarina.com)

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

**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: Harbor Matters for February 21, 2024 Meeting  
Date: February 14, 2024

Please see the comments below on several agenda items:

- G. It is anticipated that Mr. John Sheldon of Allstar Construction would like to discuss a conceptual proposal to construct an additional boat storage building on the marina grounds and obtain the Harbor Commission's input as to whether or not the project is worthy to pursue.
- H. Email on that topic enclosed in packet.
- J. You will find the proposed use agreement of the dock for Pearl Beach. They have paid their 2023 fees, and there was very little usage.
- K. There is a tentative plan for a safety day at the Marina on either Saturday, June 1 or 8. In the past, the Harbor Commission has sponsored a picnic lunch for the boaters in attendance, usually catered by the IGA. Is this something that the Harbor Commission would like to plan to do again?

## Scott Kluver

---

**From:** Michelle Shrider <michelle@washburnmarina.com>  
**Sent:** Thursday, February 1, 2024 4:06 PM  
**To:** john@allstartoday.com  
**Cc:** Scott Kluver; Nick Suminski  
**Subject:** Washburn Harbor Commission

Greetings John:

Nice talking to you again today. The next Washburn Harbor Commission meeting will be Wednesday, February 21, 2024, 5:30 pm at the Washburn City Hall. A Zoom link is also available. I've copied Scott Kluver and Nick Suminski on this email so they are aware that you will be sending a brief summary of your building concept to be included in the meeting packet and intend to attend the meeting.

Scott, if you would include John's email on the next meeting packet disbursement so he has the link that would be great. 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](http://www.washburnmarina.com)

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## Scott Kluver

---

**From:** Nicholas Suminski <washburnsports@yahoo.com>  
**Sent:** Monday, February 5, 2024 11:59 AM  
**To:** Scott Kluver; Michelle Shrider  
**Cc:** Chris Dale  
**Subject:** Re: cylinders

We can put this on the agenda for the next meeting.

Nicholas Suminski  
Washburn Sports  
Phone: 715-292-2133  
Fax: 715-952-9022

On Monday, February 5, 2024 at 08:51:28 AM CST, Michelle Shrider <michelle@washburnmarina.com> wrote:

Greetings:

Attached is a quote for replacement cylinders for the older Marine Travelift Yard Trailer. Last year we had the cylinders rebuilt - \$2400 and they start to leak hydraulic fluid when we go to the max capacity of 1500 psi. The trailer is rated to 2000 psi. The attached quote is for cylinders that go up to 3000 psi, so they would be fully adequate. I'm not sure about the yokes, we need to get more information. At this point we are going to use the rebuilt ones, they work, just leak and need to be balanced regularly. Chris is going to try a few other repairs to the pump and control handle to see if that doesn't help with the balance issue. We are also working on getting quotes from other sources. If you have a hydraulic cylinder source, please share. Hold this for future reference and know that this expense is in the future.

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](http://www.washburnmarina.com)

**Live Webcam at the Marina – [Click Here](#)**



# Quote

DATE 2/5/2024

100 Ogden Ave.  
Superior, WI 54880  
Phone (715) 394-4211 Fax (715) 394-2564

**Quotation For:** Washburn Marina  
Michelle Shrider

*Quotation valid until:* 4/5/2024  
*Prepared by:* Justin Rosenlund

**Comments or Special Instructions:** Purchase 2 new Cylinder for Marine Travel Lift

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
2	Cylinder H6C-N3.2N-29.00X1.38T2S11	\$ 1,525.00		\$ 3,050.00
2	If you need new yokes for Cylinders	\$ 650.00		\$ 1,300.00
	6-7 weeks delivery			
	<i>Applicable sales tax not included</i>			
SUBTOTAL				\$ 4,350.00
OTHER				
TOTAL				\$ 4,350.00

Thank you for the opportunity to submit this quote. If you have any question please feel free to call at 218-590-9248

Sincerely,  
Justin Rosenlund

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**BUDGET SUMMARY**

	<b>BUDGET Apr 24- Mar 25</b>	<b>Anticipated Apr '23 - Mar 24</b>	<b>FY 2023- 2024 Budget</b>	<b>Apr'22- Mar '23</b>	<b>Apr'21- Mar '22</b>	<b>Apr'20- Mar '21</b>	<b>Apr '19 - Mar '20</b>	<b>Apr '18 - Mar '19</b>	<b>Apr '17 - Mar '18</b>	<b>Apr '16 - Mar '17</b>
<b>REVENUE</b>										
Facility	419,817	430,841	418,392	427,694	433,693	402,896	391,323	382,315	349,629	362,585
Service Dept	798,362	807,798	749,765	775,624	759,888	597,958	647,820	667,577	666,171	726,263
Ship Store	216,580	195,760	210,930	189,825	205,580	164,660	190,278	206,880	180,597	184,002
<b>GROSS REVENUE</b>	<b>1,434,759</b>	<b>1,434,399</b>	<b>1,379,087</b>	<b>1,393,143</b>	<b>1,399,161</b>	<b>1,165,514</b>	<b>1,229,421</b>	<b>1,256,772</b>	<b>1,196,397</b>	<b>1,272,850</b>
<b>COST OF GOODS SOLD</b>										
Service Dept	262,226	290,687	243,691	283,111	288,693	261,849	227,624	229,333	227,014	261,832
Ship Store	152,332	144,149	148,285	128,139	152,017	111,469	134,189	153,285	131,529	139,380
<b>TOTAL COST OF GOODS SOLD</b>	<b>414,558</b>	<b>434,836</b>	<b>391,976</b>	<b>411,250</b>	<b>440,710</b>	<b>373,318</b>	<b>361,813</b>	<b>382,618</b>	<b>358,544</b>	<b>401,212</b>
<b>GROSS PROFIT</b>	<b>1,020,201</b>	<b>999,563</b>	<b>987,111</b>	<b>981,893</b>	<b>958,451</b>	<b>792,196</b>	<b>867,608</b>	<b>874,154</b>	<b>837,854</b>	<b>871,638</b>
<b>EXPENSES</b>										
Facility	70,037	60,449	62,950	58,955	51,991	47,619	55,468	50,785	46,586	49,129
Service Dept	143,790	115,006	132,221	114,153	109,822	96,982	110,775	122,604	140,211	132,606
Ship Store	78,783	72,546	76,626	56,003	48,144	55,925	63,225	67,196	64,609	58,449
General	335,534	303,237	326,261	304,587	287,876	268,951	259,870	253,256	256,256	260,225
<b>TOTAL EXPENSES</b>	<b>628,143</b>	<b>551,239</b>	<b>598,058</b>	<b>533,698</b>	<b>497,833</b>	<b>469,477</b>	<b>489,338</b>	<b>493,841</b>	<b>507,663</b>	<b>500,409</b>
<b>NET INCOME</b>	<b>392,058</b>	<b>448,325</b>	<b>389,053</b>	<b>448,195</b>	<b>460,618</b>	<b>322,719</b>	<b>378,270</b>	<b>380,313</b>	<b>330,191</b>	<b>371,229</b>
Less Maintenance Fees	144,317	144,317	144,317	140,235	140,235	140,235	137,683	137,683	127,837	126,680
<b>INCOME FROM MARINA OP'S</b>	<b>247,741</b>	<b>304,007</b>	<b>244,736</b>	<b>307,960</b>	<b>320,383</b>	<b>182,484</b>	<b>240,587</b>	<b>242,630</b>	<b>202,354</b>	<b>244,548</b>

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**TOTAL BUDGET DETAIL**

	BUDGET Apr 24- Mar 25	Anticipated Apr '23 - Mar 24	FY 2023- 2024 Budget	Apr'22- Mar '23	Apr'21- Mar '22	Apr'20- Mar '21	Apr '19 - Mar '20	Apr '18 - Mar '19	Apr '17 - Mar '18	Apr '16 - Mar '17
<b>Facility Income</b>										
In-Season	154,500	155,183	147,500	147,996	157,586	145,166	135,234	130,301	113,284	113,263
Off-Season	115,500	126,018	121,075	131,530	127,516	114,245	113,824	108,744	103,401	110,283
Maintenance Fees	144,317	144,317	144,317	140,235	140,235	140,235	137,683	137,683	127,837	126,680
Misc Services	5,500	5,322	5,500	7,933	8,356	3,250	4,481	5,587	5,106	12,358
<b>Total Facility Income</b>	<b>419,817</b>	<b>430,841</b>	<b>418,392</b>	<b>427,694</b>	<b>433,693</b>	<b>402,896</b>	<b>391,323</b>	<b>382,315</b>	<b>349,629</b>	<b>362,585</b>
<b>Service Department Income</b>										
Labor	622,212	619,493	589,015	575,236	552,018	391,827	487,260	508,443	542,188	571,244
Materials	119,000	127,232	116,500	141,758	134,799	159,713	124,569	115,887	84,326	106,001
Contract Services	38,000	38,430	25,000	37,196	52,627	23,281	15,786	20,763	16,793	24,768
Misc Charges	20,250	22,843	20,250	21,434	20,444	23,141	20,320	22,485	22,864	24,263
Credit/Refunds	-1,100	-200	-1,000	-	-	(4)	(115)	-	-	(14)
<b>Total Service Dept Income</b>	<b>798,362</b>	<b>807,798</b>	<b>749,765</b>	<b>775,624</b>	<b>759,888</b>	<b>597,958</b>	<b>647,820</b>	<b>667,577</b>	<b>666,171</b>	<b>726,263</b>
<b>Ship Store Income</b>										
Store Sales	144,850	131,207	141,200	116,752	145,040	109,929	118,550	135,008	128,401	136,321
Fuel Dock Sales	71,730	64,553	69,730	73,073	60,540	54,731	71,728	71,872	52,196	47,681
<b>Total Ship Store Income</b>	<b>216,580</b>	<b>195,760</b>	<b>210,930</b>	<b>189,825</b>	<b>205,580</b>	<b>164,660</b>	<b>190,278</b>	<b>206,880</b>	<b>180,597</b>	<b>184,002</b>
<b>TOTAL INCOME</b>	<b>1,434,759</b>	<b>1,434,399</b>	<b>1,379,087</b>	<b>1,393,143</b>	<b>1,399,161</b>	<b>1,165,514</b>	<b>1,229,421</b>	<b>1,256,772</b>	<b>1,196,397</b>	<b>1,272,850</b>
<b>COST OF GOODS SOLD</b>										
<b>Service Department COGS</b>										
Billable Labor: ~71%	151,926	160,193	139,641	141,092	133,464	105,977	117,158	119,645	143,112	154,054
Contract Services	32,000	36,055	22,500	32,181	46,482	20,534	13,524	18,991	18,598	24,098
Materials	78,300	94,439	81,550	109,838	108,747	135,338	96,942	90,697	65,304	83,680
<b>Total Service Dept COGS</b>	<b>262,226</b>	<b>290,687</b>	<b>243,691</b>	<b>283,111</b>	<b>288,693</b>	<b>261,849</b>	<b>227,624</b>	<b>229,333</b>	<b>227,014</b>	<b>261,832</b>
<b>Ship Store COGS</b>										
Store Sales	96,732	97,845	94,285	70,959	106,646	75,423	80,969	94,348	88,602	100,445
Fuel Dock Sales	55,600	46,303	54,000	57,180	45,371	36,046	53,220	58,937	42,928	38,935
<b>Total Ship Store COGS</b>	<b>152,332</b>	<b>144,149</b>	<b>148,285</b>	<b>128,139</b>	<b>152,017</b>	<b>111,469</b>	<b>134,189</b>	<b>153,285</b>	<b>131,529</b>	<b>139,380</b>
<b>TOTAL COGS</b>	<b>414,558</b>	<b>434,836</b>	<b>391,976</b>	<b>411,250</b>	<b>440,710</b>	<b>373,318</b>	<b>361,813</b>	<b>382,619</b>	<b>358,544</b>	<b>401,212</b>
<b>GROSS PROFIT</b>	<b>1,020,201</b>	<b>999,563</b>	<b>987,111</b>	<b>981,893</b>	<b>958,451</b>	<b>792,196</b>	<b>867,608</b>	<b>874,153</b>	<b>837,854</b>	<b>871,638</b>
<b>EXPENSES</b>										
<b>Facility Expenses</b>										
Utilities										
Marina	13,100	14,227	12,400	12,388	10,068	9,284	9,828	11,278	10,201	9,455
Buildings/Grounds	25,700	20,920	25,700	20,855	20,240	18,926	18,677	16,728	20,539	18,069
Maintenance & Supplies										
Marina	4,200	3,399	3,050	2,289	3,624	2,836	3,220	2,351	3,276	3,978
Buildings/Grounds	22,037	21,403	15,800	19,415	18,059	14,073	18,403	17,130	12,570	14,294
Contingent Expense	5,000	500	6,000	4,008	-	2,500	5,340	3,298	-	3,333
<b>Total Facility Expenses</b>	<b>70,037</b>	<b>60,449</b>	<b>62,950</b>	<b>58,955</b>	<b>51,991</b>	<b>47,619</b>	<b>55,468</b>	<b>50,785</b>	<b>46,586</b>	<b>49,129</b>
<b>Service Department Expenses</b>										
Non-Billable Wages & Taxes										
Labor	54,785	49,442	56,819	49,218	42,926	39,816	42,410	50,366	59,419	46,799
Tax & Benefits	64,576	49,486	51,248	51,383	50,246	39,373	51,338	62,966	67,410	73,669
Education & Training	4,004	549	4,004	2,565	3,077	3,580	3,067	769	6,613	3,026
Equipment Maintenance	6,300	6,386	6,300	5,341	4,868	7,394	6,351	5,643	4,970	5,975
Freight & Shipping	3,325	4,360	3,300	4,137	3,115	3,213	2,971	3,933	2,548	3,066
Hazardous Waste Removal	800	2,508	800	843	934	130	613	40	718	730
Small Tools	4,800	3,571	4,800	4,251	5,219	2,218	3,649	2,152	4,484	2,841
Supplies	0	-7,087	0	(11,147)	(3,862)	(3,721)	(2,426)	(6,222)	(9,648)	(8,337)
Travel/Lodging/Meals	300	339	300	80	213	-	470	176	40	164
Uniforms	1,900	1,702	1,650	2,786	869	2,593	903	795	1,432	2,722
Utilities	1,200	1,244	1,200	1,211	1,291	1,189	1,041	1,091	1,085	1,102
Warranty Parts	1,800	2,507	1,800	3,485	926	1,197	389	895	1,141	847
<b>Total Service Dept Expenses</b>	<b>143,790</b>	<b>115,006</b>	<b>132,221</b>	<b>114,153</b>	<b>109,822</b>	<b>96,982</b>	<b>110,775</b>	<b>122,604</b>	<b>140,211</b>	<b>132,606</b>

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**TOTAL BUDGET DETAIL**

	BUDGET Apr 24- Mar 25	Anticipated Apr '23 - Mar 24	FY 2023- 2024 Budget	Apr'22- Mar '23	Apr'21- Mar '22	Apr'20- Mar '21	Apr '19 - Mar '20	Apr '18 - Mar '19	Apr '17 - Mar '18	Apr '16 - Mar '17
<b>Ship Store Expenses</b>										
Labor - Payroll & Taxes										
Regular & OT Hours	53,057	52,248	53,346	39,710	33,975	35,767	42,202	43,220	43,522	40,687
Taxes & Benefits	19,635	16,346	17,195	10,263	7,932	16,967	18,632	19,429	16,600	13,492
Education & Training	1,000	225	1,000	480	67	-	-	-	-	-
Equipment Maintenance	360	65	360	309	1,786	380	74	124	6	56
Freight & Shipping	1,850	908	1,850	1,498	1,711	1,618	950	2,370	1,518	1,558
Supplies	780	891	775	1,663	738	30	314	487	984	984
Travel/Lodging/Miles	300	129	300	240	-	-	-	-	150	20
Uniforms	600	471	600	638	557	12	-	356	750	485
Utilities	1,200	1,245	1,200	1,213	1,291	1,184	1,041	1,091	1,085	1,102
Over/Under	0	18	0	(11)	87	(33)	12	118	(6)	66
<b>Total Ship Store Expenses</b>	<b>78,783</b>	<b>72,546</b>	<b>76,626</b>	<b>56,003</b>	<b>48,144</b>	<b>55,925</b>	<b>63,225</b>	<b>67,196</b>	<b>64,609</b>	<b>58,449</b>
<b>General Expenses</b>										
Labor - Payroll & Taxes										
Administration Wages	139,773	138,281	137,172	136,622	125,620	121,929	114,429	109,341	118,183	116,148
Repair/Maintenance Wages	48,254	40,487	50,063	37,587	39,576	37,939	38,695	37,780	32,267	33,701
Taxes & Benefits	63,919	49,248	58,301	50,457	45,913	45,557	42,183	41,462	42,117	50,808
Advertising & Marketing	8,520	8,232	8,520	10,310	11,081	8,398	9,246	7,309	8,741	6,372
Contract Services	3,775	606	480	504	476	434	453	440	390	920
Donations	1,400	1,390	1,400	1,595	1,450	990	225	1,334	1,306	778
Education & Training	3,445	883	3,445	3,503	2,262	2,313	2,545	971	2,203	307
Equipment/Furnish/Sm Tools/In	300	532	300	406	347	1,546	132	1,071	426	1,225
Insurance	25,200	24,181	25,200	20,530	20,880	17,314	15,800	16,064	17,593	20,513
Licenses/Permits/Fees/Dues	4,393	3,921	3,725	3,912	3,407	2,872	3,348	2,971	2,493	2,803
Postage/Office Supplies	2,100	2,038	2,100	2,078	2,545	1,980	1,733	2,399	1,544	1,939
Professional Services	4,500	5,868	5,300	5,836	4,316	3,922	5,538	4,786	6,240	5,284
Service Charges	23,500	20,948	23,800	24,096	24,054	18,564	19,375	18,310	15,326	15,948
Supplies	1,200	760	1,200	567	536	191	733	624	1,086	800
Travel/Lodging/Miles	1,075	886	1,075	1,256	379	55	1,465	3,061	1,790	2,443
Uniforms	400	427	400	626	163	791	35	91	229	440
Utilities	3,180	3,221	3,180	3,471	3,289	3,377	3,210	3,252	3,261	3,432
Misc Expenses	1,200	1,908	1,200	1,693	2,021	290	757	1,885	2,379	(158)
Purchases Discount	-600	-579	-600	(462)	(439)	489	(32)	106	(1,318)	(3,477)
<b>Total General Expenses</b>	<b>335,534</b>	<b>303,237</b>	<b>326,261</b>	<b>304,587</b>	<b>287,876</b>	<b>268,951</b>	<b>259,870</b>	<b>253,256</b>	<b>256,256</b>	<b>260,225</b>
<b>TOTAL EXPENSES</b>	<b>628,143</b>	<b>551,239</b>	<b>598,058</b>	<b>533,698</b>	<b>497,833</b>	<b>469,477</b>	<b>489,338</b>	<b>493,841</b>	<b>507,663</b>	<b>500,409</b>
<b>NET INCOME</b>	<b>392,058</b>	<b>448,325</b>	<b>389,053</b>	<b>448,195</b>	<b>460,618</b>	<b>322,719</b>	<b>378,270</b>	<b>380,312</b>	<b>330,191</b>	<b>371,229</b>
<b>Less Maintenance Fees</b>	<b>144,317</b>	<b>144,317</b>	<b>144,317</b>	<b>140,235</b>	<b>140,235</b>	<b>140,235</b>	<b>137,683</b>	<b>137,683</b>	<b>127,837</b>	<b>126,680</b>
<b>INCOME FROM MARINA OP'S</b>	<b>247,741</b>	<b>304,007</b>	<b>244,736</b>	<b>307,960</b>	<b>320,383</b>	<b>182,484</b>	<b>240,587</b>	<b>242,629</b>	<b>202,354</b>	<b>244,548</b>
Net Operating Income - w/out Maint Fees				307,960	320,383	182,484	240,587	242,629	202,354	244,548
Budget w/out Maint Fees				208,056	200,793	232,030	232,841	244,386	219,301	188,572
Operating Deficit/Surplus				99,904	119,590	(49,546)	7,746	(1,757)	(16,947)	55,976
				COVID PPP add: \$104k Net: \$54,454						

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**FACILITIES BUDGET DETAIL**

	<b>BUDGET</b> <b>Apr 24-</b> <b>Mar 25</b>	<b>Anticipated</b> <b>Apr '23 -</b> <b>Mar 24</b>	<b>FY 2023-</b> <b>2024</b> <b>Budget</b>	<b>Apr'22-</b> <b>Mar '23</b>	<b>Apr'21-</b> <b>Mar '22</b>	<b>Apr'20-</b> <b>Mar '21</b>	<b>Apr '19 -</b> <b>Mar '20</b>	<b>Apr '18 -</b> <b>Mar '19</b>	<b>Apr '17 -</b> <b>Mar '18</b>	<b>Apr '16 -</b> <b>Mar '17</b>
<b>Facility Income</b>										
In-Season	<b>154,500</b>	155,183	147,500	147,996	157,586	145,166	135,234	130,301	113,284	113,263
Off-Season	<b>115,500</b>	126,018	121,075	131,530	127,516	114,245	113,824	108,744	103,401	110,283
Maintenance Fees	<b>144,317</b>	144,317	144,317	140,235	140,235	140,235	137,683	137,683	127,837	126,680
Misc Services	<b>5,500</b>	5,322	5,500	7,933	8,356	3,250	4,481	5,587	5,106	12,358
<b>Total Facility Income</b>	<b>419,817</b>	430,841	418,392	427,694	433,693	402,896	391,323	382,315	349,629	362,585
<b>Facility Expenses</b>										
Utilities										
Marina	<b>13,100</b>	14,227	12,400	12,388	10,068	9,284	9,828	11,278	10,201	9,455
Buildings/Grounds	<b>25,700</b>	20,920	25,700	20,855	20,240	18,926	18,677	16,728	20,539	18,069
Maintenance & Supplies										
Marina	<b>4,200</b>	3,399	3,050	2,289	3,624	2,836	3,220	2,351	3,276	3,978
Buildings/Grounds	<b>22,037</b>	21,403	15,800	19,415	18,059	14,073	18,403	17,130	12,570	14,294
Contingent Expense	<b>5,000</b>	500	6,000	4,008	0	2,500	5,340	3,298	0	3,333
<b>Total Facility Expenses</b>	<b>70,037</b>	60,449	62,950	58,955	51,991	47,619	55,468	50,785	46,586	49,129
<b>NET FACILITY INCOME</b>	<b>349,780</b>	370,392	355,442	368,739	381,702	355,277	335,855	331,530	303,043	313,456

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**SERVICE DEPT. BUDGET DETAIL**

	BUDGET Apr 24- Mar 25	Anticipat ed Apr '23 - Mar 24	FY 2023- 2024 Budget	Apr'22- Mar '23	Apr'21- Mar '22	Apr'20- Mar '21	Apr '19 - Mar '20	Apr '18 - Mar '19	Apr '17 - Mar '18	Apr '16 - Mar '17
<b>Service Department Income</b>										
Labor	622,212	619,493	589,015	575,236	552,018	391,827	487,260	508,443	542,188	571,244
Materials	119,000	127,232	116,500	141,758	134,799	159,713	124,569	115,887	84,326	106,001
Contract Services	38,000	38,430	25,000	37,196	52,627	23,281	15,786	20,763	16,793	24,768
Misc Charges	20,250	22,843	20,250	21,434	20,444	23,141	20,320	22,485	22,864	24,263
Credit/Refunds	-1,100	-200	-1,000	0	0	-4	-115	0	0	-14
<b>Total Service Dept Income</b>	<b>798,362</b>	<b>807,798</b>	<b>749,765</b>	<b>775,624</b>	<b>759,888</b>	<b>597,958</b>	<b>647,820</b>	<b>667,577</b>	<b>666,171</b>	<b>726,263</b>
<b>Service Department COGS</b>										
Billable Labor: ~71%	151,926	160,193	139,641	141,092	133,464	105,977	117,158	119,645	143,112	154,054
Contract Services	32,000	36,055	22,500	32,181	46,482	20,534	13,524	18,991	18,598	24,098
Materials	78,300	94,439	81,550	109,838	108,747	135,338	96,942	90,697	65,304	83,680
<b>Total Service Dept COGS</b>	<b>262,226</b>	<b>290,687</b>	<b>243,691</b>	<b>283,111</b>	<b>288,693</b>	<b>261,849</b>	<b>227,624</b>	<b>229,333</b>	<b>227,014</b>	<b>261,832</b>
<b>GROSS SERVICE DEPARTMENT INCOME</b>	<b>536,136</b>	<b>517,111</b>	<b>506,074</b>	<b>492,513</b>	<b>471,195</b>	<b>336,109</b>	<b>420,196</b>	<b>438,244</b>	<b>439,157</b>	<b>464,431</b>
<b>Service Department Expenses</b>										
Non-Billable Wages & Taxes										
Labor	54,785	49,442	56,819	49,218	42,926	39,816	42,410	50,366	59,419	46,799
Tax & Benefits	64,576	49,486	51,248	51,383	50,246	39,373	51,338	62,966	67,410	73,669
<b>Non-Billable Wages &amp; Taxes SUBTOTAL</b>	<b>119,361</b>	<b>98,928</b>	<b>108,067</b>	<b>100,601</b>	<b>93,172</b>	<b>79,189</b>	<b>93,748</b>	<b>113,332</b>	<b>126,829</b>	<b>120,468</b>
Education & Training	4,004	549	4,004	2,565	3,077	3,580	3,067	769	6,613	3,026
Equipment Maintenance	6,300	6,386	6,300	5,341	4,868	7,394	6,351	5,643	4,970	5,975
Freight & Shipping	3,325	4,360	3,300	4,137	3,115	3,213	2,971	3,933	2,548	3,066
Hazardous Waste Removal	800	2,508	800	843	934	130	613	40	718	730
Small Tools	4,800	3,571	4,800	4,251	5,219	2,218	3,649	2,152	4,484	2,841
Supplies	0	-7,087	0	-11,147	-3,862	-3,721	-2,426	-6,222	-9,648	-8,337
Travel/Lodging/Meals	300	339	300	80	213	0	470	176	40	164
Uniforms	1,900	1,702	1,650	2,786	869	2,593	903	795	1,432	2,722
Utilities	1,200	1,244	1,200	1,211	1,291	1,189	1,041	1,091	1,085	1,102
Warranty Parts	1,800	2,507	1,800	3,485	926	1,197	389	895	1,141	847
<b>Total Service Dept Expenses</b>	<b>143,790</b>	<b>115,006</b>	<b>132,221</b>	<b>114,153</b>	<b>109,822</b>	<b>96,982</b>	<b>110,775</b>	<b>122,604</b>	<b>140,211</b>	<b>132,606</b>
<b>NET SERVICE DEPARTMENT INCOME</b>	<b>392,346</b>	<b>402,104</b>	<b>373,853</b>	<b>378,360</b>	<b>361,373</b>	<b>239,127</b>	<b>309,421</b>	<b>315,641</b>	<b>298,946</b>	<b>331,825</b>

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**SHIP STORE BUDGET DETAIL**

	BUDGET Apr 24- Mar 25	Anticipat ed Apr '23 - Mar 24	FY 2023- 2024 Budget	Apr'22- Mar '23	Apr'21- Mar '22	Apr'20- Mar '21	Apr '19 - Mar '20	Apr '18 - Mar '19	Apr '17 - Mar '18	Apr '16 - Mar '17
<b>Ship Store Income</b>										
Store Sales	144,850	131,207	141,200	116,752	145,040	109,929	118,550	135,008	128,401	136,321
Fuel Dock Sales	71,730	64,553	69,730	73,073	60,540	54,731	71,728	71,872	52,196	47,681
Total Ship Store Income	216,580	195,760	210,930	189,825	205,580	164,660	190,278	206,880	180,597	184,002
<b>Ship Store COGS</b>										
Store Sales	96,732	97,845	94,285	70,959	106,646	75,423	80,969	94,348	88,602	100,445
Fuel Dock Sales	55,600	46,303	54,000	57,180	45,371	36,046	53,220	58,937	42,928	38,935
Total Ship Store COGs	152,332	144,149	148,285	128,139	152,017	111,469	134,189	153,285	131,529	139,380
GROSS SHIP STORE INCOME	64,248	51,611	62,645	61,686	53,563	53,191	56,089	53,595	49,068	44,622
<b>Ship Store Expenses</b>										
Labor - Payroll & Taxes										
Regular & OT Hours	53,057	52,248	53,346	39,710	33,975	35,767	42,202	43,220	43,522	40,687
Taxes & Benefits	19,635	16,346	17,195	10,263	7,932	16,967	18,632	19,429	16,600	13,492
Labor - Payroll & Taxes SUBTOTAL	72,693	68,594	70,541	49,973	41,907	52,734	60,834	62,649	60,122	54,179
Education & Training	1,000	225	1,000	480	67	0	0	0	0	0
Equipment Maintenance	360	65	360	309	1,786	380	74	124	6	56
Freight & Shipping	1,850	908	1,850	1,498	1,711	1,618	950	2,370	1,518	1,558
Supplies	780	891	775	1,663	738	30	314	487	984	984
Travel/Lodging/Miles	300	129	300	240	0	0	0	0	150	20
Uniforms	600	471	600	638	557	12	0	356	750	485
Utilities	1,200	1,245	1,200	1,213	1,291	1,184	1,041	1,091	1,085	1,102
Over/Under	0	18	0	-11	87	-33	12	118	-6	66
Total Ship Store Expenses	78,783	72,546	76,626	56,003	48,144	55,925	63,225	67,196	64,609	58,449
NET SHIP STORE INCOME	-14,535	-20,935	-13,981	5,683	5,419	-2,734	-7,136	-13,602	-15,542	-13,827

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**GENERAL EXPENSES BUDGET DETAIL**

	BUDGET Apr 24- Mar 25	Anticipat ed Apr '23 - Mar 24	FY 2023- 2024 Budget	Apr'22- Mar '23	Apr'21- Mar '22	Apr'20- Mar '21	Apr '19 - Mar '20	Apr '18 - Mar '19	Apr '17 - Mar '18	Apr '16 - Mar '17
<b>General Expenses</b>										
Labor - Payroll & Taxes										
Administration Wages	139,773	138,281	137,172	136,622	125,620	121,929	114,429	109,341	118,183	116,148
Repair/Maintenance Wages	48,254	40,487	50,063	37,587	39,576	37,939	38,695	37,780	32,267	33,701
Taxes & Benefits	63,919	49,248	58,301	50,457	45,913	45,557	42,183	41,462	42,117	50,808
<b>PAYROLL SUBTOTAL</b>	<b>251,946</b>	<b>228,016</b>	<b>245,536</b>	<b>224,666</b>	<b>211,109</b>	<b>205,425</b>	<b>195,307</b>	<b>188,583</b>	<b>192,567</b>	<b>200,657</b>
Advertising & Marketing	8,520	8,232	8,520	10,310	11,081	8,398	9,246	7,309	8,741	6,372
Contract Services	3,775	606	480	504	476	434	453	440	390	920
Donations	1,400	1,390	1,400	1,595	1,450	990	225	1,334	1,306	778
Education & Training	3,445	883	3,445	3,503	2,262	2,313	2,545	971	2,203	307
Equipmt/Furnish/Sm Tools/Maint	300	532	300	406	347	1,546	132	1,071	426	1,225
Insurance	25,200	24,181	25,200	20,530	20,880	17,314	15,800	16,064	17,593	20,513
Licenses/Permits/Fees/Dues/Subscr	4,393	3,921	3,725	3,912	3,407	2,872	3,348	2,971	2,493	2,803
Postage/Office Supplies	2,100	2,038	2,100	2,078	2,545	1,980	1,733	2,399	1,544	1,939
Professional Services	4,500	5,868	5,300	5,836	4,316	3,922	5,538	4,786	6,240	5,284
Service Charges	23,500	20,948	23,800	24,096	24,054	18,564	19,375	18,310	15,326	15,948
Supplies	1,200	760	1,200	567	536	191	733	624	1,086	800
Travel/Lodging/Miles	1,075	886	1,075	1,256	379	55	1,465	3,061	1,790	2,443
Uniforms	400	427	400	626	163	791	35	91	229	440
Utilities	3,180	3,221	3,180	3,471	3,289	3,377	3,210	3,252	3,261	3,432
Misc Expenses	1,200	1,908	1,200	1,693	2,021	290	757	1,885	2,379	-158
Purchases Discount	-600	-579	-600	-462	-439	489	-32	106	-1,318	-3,477
<b>Total General Expenses</b>	<b>335,534</b>	<b>303,237</b>	<b>326,261</b>	<b>304,587</b>	<b>287,876</b>	<b>268,951</b>	<b>259,870</b>	<b>253,256</b>	<b>256,256</b>	<b>260,225</b>

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**PAYROLL DATA**

	<b>BUDGET Apr 24- Mar 25</b>	<b>Anticipate d Apr '23 - Mar 24</b>	<b>FY 2023- 2024 Budget</b>
<b>SERVICE DEPT</b>			
Technician Wages - Billable - 5 FT	151,926	160,193	139,641
Non-Billable - Techs & Admin	54,785	49,442	56,819
Taxes & Benefits	64,576	49,486	51,248
Service Department TOTAL	271,287	259,121	247,708
<b>SHIP STORE</b>			
Staff: 1.5 FT & 1 PT	53,057	52,248	53,346
Taxes & Benefits	19,635	16,346	17,195
Ship Store TOTAL	72,693	68,594	70,541
<b>GENERAL EXPENSE</b>			
Administration - 2 FT	139,773	138,281	137,172
Repair/Maintenance - 1 FT @ 50%, 2 PT	48,254	40,487	50,063
Taxes & Benefits	63,919	49,248	58,301
General Expenses TOTAL	251,946	228,016	245,536
 <b>General Manager Detail:</b>			
Salary	94,276	94,250	94,250
Health Insurance	9,516	8,446	8,446
Disability Insurance	4,205	4,205	4,205
	107,997	106,901	106,901

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

<b>Budget</b>	
<b>2024-2025</b>	<b>Marketing &amp; Advertising Description</b>
<b>Apr</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 350	promo gift-Pens
\$ 210	TDS - Washburn Inn Ad Book
\$ 200	General Advertising
<u>\$ 825</u>	
<b>May</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 525	Radio advertising
\$ 250	General Advertising
<u>\$ 840</u>	
<b>Jun</b>	
\$ 525	Radio advertising
\$ 65	Constant Contact Email & Weebly Website
\$ 300	General Advertising
<u>\$ 890</u>	
<b>Jul</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 525	Radio Advertising
\$ 300	General Advertising
<u>\$ 890</u>	
<b>Aug</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 750	Washburn Hwy Billboard
\$ 525	Radio Advertising
\$ 300	General Advertising
<u>\$ 1,640</u>	
<b>Sep</b>	
\$ 525	Radio advertising
\$ 65	Constant Contact Email & Weebly Website
\$ 105	Bayfield & Ashland Co Visitor Guide
\$ 200	General Advertising
<u>\$ 895</u>	
<b>Oct</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 525	Radio advertising
\$ 200	General Advertising
<u>\$ 790</u>	
<b>Nov</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 525	Radio advertising
\$ 200	General Advertising
<u>\$ 790</u>	
<b>Dec</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 250	Printed Material
\$ 100	General Advertising
<u>\$ 415</u>	
<b>Jan</b>	
\$ 500	Tee sign at Golf Course
\$ 65	Constant Contact Email & Weebly Website
\$ 100	General Advertising
<u>\$ 165</u>	
<b>Feb</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 150	Washburn Chamber Visitor Guide
\$ 50	General Advertising
<u>\$ 265</u>	
<b>Mar</b>	
\$ 65	Constant Contact Email & Weebly Website
\$ 50	General Advertising
<u>\$ 115</u>	
<b>TOTAL</b>	<b>\$ 8,520</b>

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**Marketing & Advertising Plan**

Additional online advertising - Facebook & Instagram sponsored ads and create an online marketing calendar with prescheduled posts	Continuing Effort
Newsblasts via email to announce special offers:	Continuing Effort
Ship Store offers to include special orders, featured products that have special pricing, monthly and holiday specials that fit that time period. Advertise on radio and Facebook, using boosts to expand coverage	Continuing Effort
Service Dept offers to include special offers on vendor discounts, discounts for off-season services, various maintenance programs such as mechanical, gelcoat, etc. Emphasize electronics installations. Advertise on radio & Facebook, using boosts to expand coverage	Continuing Effort
Pens with marina name and phone #. Have to buy pens that customers take anyway. May as well have our name on them.	Continuing Effort
Printed ad in Bayfield & Ashland County, and Washburn Chamber publications	Continuing Effort
Trailerable Boat Storage Program & Boat Ramp features prominent in radio and other social media	Continuing Effort
Maintain Facebook, Instagram page accounts and use boosts to expand coverage	Continuing Effort
Host Boater's Garage sale 3rd weekend in Sept, encourage locals to participate as well as marina boaters.	Continuing Effort
Radio ads for slips, storage, service/repairs, boat ramp/fish cleaning station/washdown station	Continuing Effort
MOST IMPORTANTLY - Provide outstanding professional and courteous service to our current customer base. Word of mouth is the cheapest and most effective advertising available.	

**Washburn Marina Budget**  
**Fiscal Year April 2024 through March 2025**  
DRAFT: February 9, 2024

**Footnotes:**

**Facilities:**

- Conservative budget based on previous budgets and actuals
- In-Season=slip rental & guest dockage revenue. At 100% occupancy, cap revenue without major rental increase
- Off-Season-no more consistent inside svc bay storage
- Long term storage customer in svc bay departs - reduce off season income by \$31,500
- Planned for utilities to remain flat going into next FY
- 100% increase in towel/rug/tp service

**Service Department:**

- Revenue stream based on 4 service technicians year round
- Hourly door rate increased from \$120 to \$124/hr (3.4%)
- Payroll/hourly wages additionally increased over previous FY to retain and attract technicians
- Health insurance increase by 14% and one additional participant
- Expenses held at previous levels, reduced where possible

**Ship Store:**

- Based on previous year revenue/cogs numbers, work toward 40% margin
- Previous year fuel sales and guest dockage soft, plan for better season
- Payroll/hourly wages additionally increased over previous FY to retain and attract staff
- Health insurance increase by 14%
- Expenses held at previous levels, reduced where possible

**General Expenses:**

- Payroll increase - admin salary & repair/maintenance wages
- Health insurance increase by 14%, one addl person covered
- Marina Office Monthly fee: \$3,780/yr
- Advertising/Marketing same as previous year
- Insurance: Liability/Cyber Security/Employmt Practices - 5% increase
- Service Charges=credit card processing fees. Holding down with offset fee for slip rental paid with credit card

**AGREEMENT BY AND BETWEEN THE  
HARBOR COMMISSION  
OF THE  
CITY OF WASHBURN  
AND PEARL BEACH CONSTRUCTION COMPANY, INC.**

---

**THIS NONEXCLUSIVE AGREEMENT** (hereinafter referred to as the “Agreement”) by and between the Harbor Commission of the City of Washburn, Bayfield County, Wisconsin (hereafter referred to as the “Commission”) and Pearl Beach Construction Company, Inc. of Clinton TWP, Michigan (hereafter referred to as the “User”) is hereby made effective on June 1, 2024.

**W I T N E S S E T H:**

**WHEREAS**, the Commission has available a Dock at the Port of Washburn for the transloading and storage of bulk materials; and,

**WHEREAS**, this Agreement is intended to provide for certain duties and responsibilities of the Commission and User for use of the Dock.

**NOW THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties hereby agree as follows:

**ARTICLE 1  
COMMISSION COVENANTS**

The Commission hereby covenants and agrees that it will:

Section 1.1 Use. Give the User free and unrestricted use of all /part of the Dock as described in the Addendum, by User, within the conditions, covenants, requirements, and responsibilities of this Agreement. City allows use of the Dock to the User “as is” and makes no representations as to its suitability or fitness to bear the weight of vehicle traffic and rock storage and movement.

Section 1.2 Access. Give the User vehicle access to the Dock, contingent upon applicable local street, road and highway load limits, however, the Commission and City will have the authority to determine the local roads the User shall be permitted to utilize to access the Dock.

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## **ARTICLE II USER COVENANTS**

The User hereby covenants and agrees that it will:

Section 2.1 Responsibilities. Abide by the restrictions and responsibilities established by this Agreement.

Section 2.2 Insurance. Shall provide the Commission with a certificate of liability insurance indicating public liability insurance with limits of liability no less than the amount set forth in the Addendum, and naming both the Washburn Harbor Commission and the City of Washburn as additional insureds, and maintain such insurance coverage for the term of the agreement. User agrees that at no time will materials be stored on the Dock prior to the Commission's receipt of the required certificate of insurance.

Section 2.3 Material Removal. It will remove all materials from the Dock at the conclusion of the agreement term. If material remains on the Dock charges will apply as provided in the Addendum. In the event that weight restrictions remain on local and county streets, roads and highways at the conclusion of the agreement term, User shall remove said materials not less than two weeks after the removal of weight restrictions by the Bayfield County Highway Commissioner.

Section 2.4 Lawful Storage. It will not place materials on the Dock in any unlawful, or disreputable manner or in a condition which would be considered hazardous by the Commission. In the event materials are stored in a hazardous manner, the User agrees that it shall take immediate steps, upon notification of the Commission, to eliminate any unlawful, disreputable or hazardous condition.

Section 2.5 Hazardous Materials. It will not store any hazardous or toxic materials on the Dock. It will not allow any debris or other material to enter the waters of Lake Superior, and will immediately report any such incident to the Commission and the Wisconsin Department of Natural Resources (DNR), will remove any such material, will comply with any orders of the DNR or of any other state or federal agency, and will defend, indemnify, and hold the Commission and the City of Washburn harmless for any fines, forfeitures, damages, costs, and fees associated with any such release.

Section 2.6 Permits. It will comply with all local, state and federal regulations related to the storage, transportation, sale and distribution of said storage materials referred to herein and shall be responsible to obtain all licenses and permits necessary for the storage and transportation of said materials. Any violation by User of any permit or license or violation for failure to obtain

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said permit or license shall be grounds for termination of this Agreement in accordance with Article III. The User agrees that it alone has responsibility to acquire the necessary licenses and permits to carry on its activities on the agreed upon premises of the Commission and that it shall hold the Commission and City harmless in the event said licenses and permits are not obtained by the User.

Section 2.7 Post Agreement Condition. It will, upon removal of stored materials on the Dock, leave the Dock surface and structure in as good or better condition than before the storage took place on said Dock. Further, if the Dock or the storage area is damaged by the User, the User agrees to be responsible for the costs of any repairs incurred by the City to the Dock caused by the User.

Section 2.8 Dock Access. It will follow the local roads designated by the Commission and City for access to the Dock and abide by local load and weight restrictions imposed by the Commission and City for local roads and city streets. The User agrees to be responsible for the costs of any repairs to any street or alley damaged by hauling to or from the dock.

Section 2.9 Nuisance Creation. It will not conduct any operation within the agreed upon area of use or in the course of transporting materials to or from the agreed upon area of use area that will create excessive noise, odors, smoke, dust, vibration, industrial waste, toxic matter or other excessive measurable external nuisances in violation of any municipal ordinance or applicable Wisconsin law or regulation. It will transport materials to and from the dock only during the hours specified by the Commission. It will conduct operations on the Dock only during the hours specified by the Commission. The User shall not allow any materials of any sort to fall onto any street or alley of the City or any property adjacent thereto from any truck on its way to or from the Dock, and if any material does so fall, shall remove it immediately, and if it does not remove it immediately shall be liable for the cost to the City for its removal.

Section 2.10 Reports. It will provide reports on the quantities of materials stored on the agreed upon area of use within 15 calendar days of a request submitted to it by the Commission.

Section 2.11. Third-party hauling. The User shall be responsible for compliance with the provisions of this Article II, whether or not any activities undertaken pursuant to this Agreement are undertaken by the User, or by a subcontractor, vendor, purchaser or other.

### **ARTICLE III PUBLIC INFRASTRUCTURE PROTECTION**

Section 3.1. Prevention of spills; cleanup and repair. The User shall take reasonable precautions to prevent rocks, debris, soil or dust from being dropped or spilled from trucks onto roadways within the City limits and to assure that project-related trucking activities are conducted in such a manner that roadways are maintained in good condition for public use, all by and at the expense of the User. If rocks, debris, soil or dust originating from trucks hauling to and from the Dock fall into the roadway within City limits, the User shall remove such material immediately and at its expense. If the material is not removed immediately, the City's Director of Public Works shall contact the User and require that the necessary cleanup work occur. If the User fails to respond to said request by 4:00 p.m. of the day the request is made, the City may perform the work at the User's expense. However, if in the opinion of the City's Director of Public Works or its Police Chief, the material presents a public safety hazard, the City may immediately remove the material at the User's expense. The City's Director of Public Works may also require that any damage to a roadway caused by such materials be either temporarily or permanently repaired, or both, and upon User's failure to do so satisfactorily within the time allowed by the City, the City may undertake the repair at the User's expense. The User shall not be obligated to reimburse the City for routine street sweeping expenses or expenses of cleaning dust, debris or mud not originating from trucks hauling to and from the Dock. The City may enforce all applicable provisions of state and local law, including the provisions of Chapter 348 and Sec. 86.01, Wis. Stats., and any ordinances adopted in conformity therewith.

### **ARTICLE IV TERM, RENEWAL & TERMINATION**

Section 4.1 Term. The term of this Agreement shall be as set forth in the Addendum.

Section 4.2 Renewal. All outstanding fees due the Commission shall be paid prior to the Renewal of this Agreement.

Section 4.3 Termination for Non Payment. Should the User fail to remit payments as required in this Agreement, or should the User fail to comply with any other term of this Agreement, the Commission may at its option, immediately terminate this Agreement and order any materials stored on the Dock at the time of termination immediately removed at the sole expense of the User.

Section 4.4 Notice to Terminate. It is understood by both parties that termination of this Agreement for any reason other than Non-Payment requires a written "Notice to Terminate" issued by the terminating party a minimum of thirty days in advance of the effective date of

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termination.

A. If such “Notice of Termination” should be issued by the Commission, a prorated refund of the Agreement payment shall be returned to the User after taking into account any amounts due the Commission.

B. If such “Notice of Termination” should be issued by the User, the Commission shall not be obligated to return any portion of the Agreement fee paid by the User to the Commission.

## **ARTICLE V AGREEMENT PAYMENT**

Section 5.1 Fee. The Fee for use of the dock shall be as set forth in the Addendum.

## **ARTICLE VI TRANSFER RIGHTS**

Section 6.1. Transfer Rights. The User may not assign or transfer this agreement, or any of the rights conveyed herein, without written consent of the Commission.

## **ARTICLE VII INDEMNITY**

Section 7.1 Indemnification. The User hereby agrees to indemnify and hold the City, its Commissions, Authorities, Boards, Committees, officers agents, and employees harmless from and against any and all liabilities, obligations, claims damages, injuries, penalties, causes of action, judgments, costs and expenses (including, but not limited to, reasonable attorney’s fees) imposed upon, incurred by or asserted against the Commission or City during or with respect to the term hereof, arising from the User’s use of the Dock or any failure of the User to duly and fully perform or comply with each and all of the terms of this Agreement.

## **ARTICLE VIII NOTICES**

Section 8.1 For the City: All notices and issues involving the terms of this Agreement and payments required of this Agreement shall be directed, on behalf of the City, to:

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Scott J. Kluver  
City Administrator  
City of Washburn  
P.O. Box 638  
Washburn, Wisconsin 54891  
715-373-6160 Extension 4  
Fax: 715-373-6148

The City's contact person for issues involving the use of the commercial (coal) dock shall be the office of Public Works Director:

Public Works Director  
City of Washburn  
P.O. Box 638  
Washburn, Wisconsin 54891  
715-373-6171  
Fax: 715-373-6148

Section 8.2 For User: All notices to the User shall be directed to:

Karl D. Dornburg  
Pearl Beach Construction Company, Inc.  
23450 Reynolds Court  
Clinton TWP, Michigan 48036-1240  
586-598-4780  
Fax: 866-470-5954  
E-mail: pbdisaster@hotmail.com

## **ARTICLE IX MISCELLANEOUS**

Section 9.1. Addendum. The Addendum to this Agreement is made a part hereof and its terms are fully incorporated in this Agreement as if set out in full.

Section 9.2 Amendments. Neither this Agreement nor any of the terms, covenants, or conditions herein may be modified or amended except by an agreement in writing approved and executed by the Commission and User.

Section 9.3 Severability. If any term, covenant or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable under applicable law, then the remainder of the Agreement shall not be affected.

Section 9.4 Construction. The headings of the paragraphs and subparagraphs of this Agreement are for convenience only and shall in no way affect the construction or effect of any of the terms, covenants, or conditions hereof.

Section 9.5 Interpretation. This Agreement shall be interpreted and applied in accordance with the laws of the State of Wisconsin.

Section 9.6 Binding Effect. This Agreement shall inure to the benefit of, and shall be binding upon the Commission and User and their respective successors and assigns.

Section 9.7. Forum for Resolution of Disputes. Any dispute between the parties that cannot be amicably resolved shall be resolved in the Circuit Court for Bayfield County, Wisconsin.

**IN WITNESS WHEREOF, THE HARBOR COMMISSION OF THE CITY OF WASHBURN** has caused this Agreement to be signed by Nicholas Suminski, its President and countersigned by Scott J. Kluver, Clerk of the City of Washburn, Wisconsin this 21<sup>st</sup> day of February, 2024.

\_\_\_\_\_  
Nicholas Suminski, Commission President

\_\_\_\_\_  
Scott J. Kluver, Clerk

USER:

By:

\_\_\_\_\_  
Karl D. Dornburg, President  
Pearl Beach Construction Company, Inc.

\_\_\_\_\_  
Date

**ADDENDUM TO AGREEMENT BY AND BETWEEN THE  
HARBOR COMMISSION OF THE CITY OF WASHBURN  
AND PEARL BEACH COMPANY, INC.**

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1. Insurance.
  - a. General liability. Limits of liability shall be:  
Commercial General Liability \$1,000,000 for each occurrence/\$3,000,000 general aggregate  
Automobile \$1,000,000  
Umbrella \$1,000,000  
Workman Compensation – As required by State and Federal law.
2. Term.           Start date: June 1, 2024  
                      End date: May 31, 2025  
                      Special provisions: Term may be extended by mutual agreement. No activities may be conducted on Sundays. No activities may be conducted outside the hours of 6:00 a.m. to 8:00 p.m. Monday through Friday, and 6:00 a.m. to 6:00 p.m. on Saturday.
3. Fees.
  - a. Loading/Unloading Fee for term: \$2.50/ton of material over dock including up to thirty (30) days free laytime storage.
  - b. Bulk Storage in Excess of Free Laytime: Of the actual dock area used, \$25 per 1,000 square feet or portion thereof for each month material is stored. \*
  - c. Equipment Storage/Marine Related Construction: Of the actual dock area used, \$25 per 1,000 square feet or portion thereof for each month. \*
  - d. Commercial Vessel Mooring: \$.25/ foot LOA per each 24-hour period. \*
  - e. Special provisions: Documentation of tonnage trans-loaded/stored material shall be provided on a monthly basis.
  - f. No loading/unloading fees or storage fees shall be charged for material that is owned by the City of Washburn or for use in projects under contract with the City of Washburn.
4. Portion of dock for use:  
☐ All.

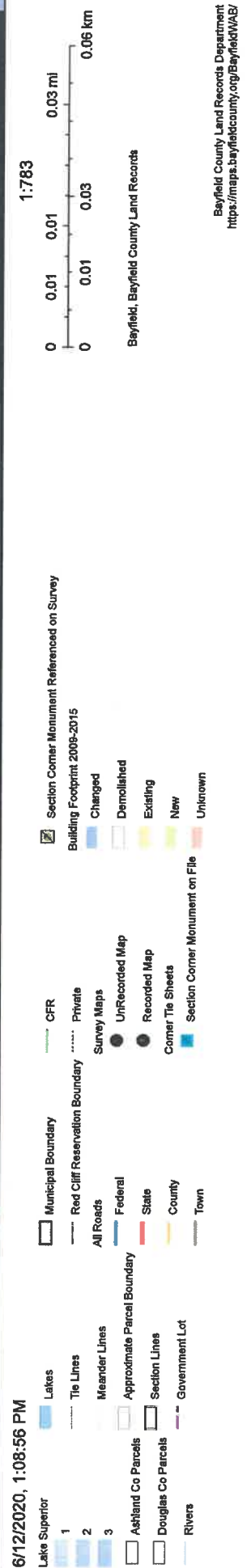


Part. Describe: Approximate 150' x 40' area on west side of dock, as depicted on Map Exhibit A.

Set forth any load limits: Shall follow established road limits.

5. Dust control: Efforts shall be taken to minimize any dust. Should dust be an issue, watering shall occur.
6. Other special provisions: (1) Barricades and/or fencing will be used if necessary. (2) The intent of use is for staging of materials for various projects, not throughout the term of the Agreement. (3) Storage of materials, equipment and activities shall not impede traffic ingress or egress to other sections of the dock not covered by this agreement.

# Bayfield County, WI





**Pearl Beach Construction**

23450 Reynolds Ct.  
Clinton Twp, MI 48036-1240  
Ph: 586-598-4780  
Fax: 866-470-5954



January 17, 2024

Scott J. Kluver, Administrator  
City of Washburn  
P.O. Box 638  
119 Washington Ave.  
Washburn, WI 54891

Subject: 2023 Washburn Dock Agreement (Term: 06/01/2023 – 05/31/2024)

Scott,

Enclosed is Check # 5841 in the amount of **\$1,600** to cover usage per the subject agreement.

- BULK STORAGE: 5,000 sq. ft. used @ \$25 per 1,000 sq. ft. x 12 months ..... \$ 1,500
- LOADING/UNLOADING FEE: Rock (40 tons @ \$2.50/ton) ..... \$ 100

Appreciate City of Washburn's continued support and look forward to working with you in the future.

Sincerely,

A handwritten signature in black ink that reads "Karl Dornburg".

Karl Dornburg, President  
Pearl Beach Construction Company

CITY OF WASHBURN  
PO BOX 638  
WASHBURN, WI 54891

Receipt Nbr: 35285  
Date: 1/24/2024  
Check

RECEIVED FROM PEARL BEACH CONSTRUCTION \$1,600.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	SUNDRY ACCOUNTS REC 2023 Usage	1,600.00
TOTAL RECEIVED		1,600.00

## Scott Kluver

---

**From:** Michelle Shrider <michelle@washburnmarina.com>  
**Sent:** Monday, February 5, 2024 1:20 PM  
**To:** Nick Suminski  
**Cc:** Scott Kluver  
**Subject:** Washburn Yacht Club Safety Day

Greetings:

The Washburn YC is putting together a Safety Day again this year. The date will be either June 1 or 8, depending on what works out best for presenters/educators. They suggested that the Harbor Commission/Marina do an update on what is happening at the marina – upgrades/plans/etc. I'm fine with doing it but they were specifically interested in a Harbor Commissioner. Nick, you interested?

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](http://www.washburnmarina.com)

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