

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: Carl Broberg
VP: Nick Suminski
Rick Gruebele

Caroline Nelson
John Baregi
City Administrator

Candace Kolenda
Rodger Reiswig
Marina Manager

NOTICE OF HARBOR COMMISSION MEETING

DATE: Wednesday, April 21, 2021

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/86271320216?pwd=NFF4NEExZdm9pRVBpNDFxaVFBNClJZz09> and using passcode **580991** or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 862 7132 0216 and using passcode **580991** as opposed to being present for the meeting. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

Agenda

- A. Call to Order – Roll Call
- B. Approval of Minutes of the March 17, 2021 Meeting
- C. Public Comments/Member Comments
- D. Treasurer’s Report
 - 1. Payment of Invoices
- E. Slip Transfers –
 - 1. Slip #62 – Holm/Anderson
- F. Marina Manager’s Report
 - 1. March Financial Report
- G. Update on Various Marina Projects/Repairs
 - 1. Pier 1 Water and Decking Project
- H. Discussion & Action on Capital Project Items
 - 1. Proposals for Construction of Picnic Shelters
 - 2. West Breakwall Lights
 - 3. Proposal from Cooper Engineering for Boat Launch Parking Expansion Engineering Services
- I. Adjourn

MARCH 17, 2021 HARBOR COMMISSION MEETING

5:30 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg; John Baregi via Zoom; Rick Gruebele via Zoom; Candace Kolenda; Caroline Nelson, Rodger Reiswig; Nick Suminski

Commission Members Absent: None

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk; Michelle Shrider, Marina Manager via Zoom.

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

Approval of Minutes of the February 17, 2021 Meeting – Kolenda moved, and Suminski seconded, to approve and place on file the February 17, 2021 meeting minutes. Motion carried 7-0.

Public Comment – None

Treasurer’s Report – Reiswig moved, and Kolenda seconded to accept and place on file the Harbor Passbook and Marina Operating reports. Motion carried 7-0.

1. Payment of Invoices – Kolenda moved, and Suminski seconded, to approve the Pearl Beach invoice in the amount of \$1,500. Motion carried 7-0. Kolenda moved and Reiswig seconded to approve the Anderson Electric invoice in the amount of \$4,027. Motion carried 7-0.

Slip Transfers – None.

Marina Manager’s Report:

1. **February Financial Report** – Shrider stated the budget is down 13 percent for this year, and off by 19 percent compared to this time last year. She considers this pretty good given the circumstances. Suminski moved and Reiswig seconded to place the report on file. Motion carried 7-0.

Update on Various Marina Projects/Repairs

1. **Pier 1 Water and Decking Project** – Broberg reported that many of the main materials have been delivered and they are planning to have a large crew work on this project. The official start date is not yet known.

Discussion and Action on Future Capital Projects – 1. Picnic Shelters – Broberg has been in communication with the contractor that provided the estimate the last time and a revised estimate will be coming. 2. West Breakwall Lights – Shrider reported that she is still looking at options that will be able to withstand the conditions. 3. Parking Blacktop – Broberg report that he will be meeting with Cooper Engineering of Rice Lake to review the site and go over the desired work with them. There may be potential grant possibilities as well. An engineering estimate will be provided which will need to address the various stormwater requirements. More information should be provided for the next meeting. Reiswig asked if the sewer line should be looked at before more blacktop is placed as there has been an issue with clogs. Discussion occurred on the status of the grinder pump for the fish cleaning station. The exact volume of the fish guts is not known, but it is felt that the use of the facility is higher than anticipated. The grinder pump has not been adequate; however, with the changes, observations can be made as to how well it works this season. Shrider stated she intends to keep a maintenance log.

Discussion and Recommendation on Ordinance 21-002 Amending the City’s Code of Ordinances to Regulate Commercial Activity on City Property – Broberg discussed the ordinance and the potential conflicts with the Harbor Commission authority under Chapter 30 of Wis. Statutes. Kluver explained the history of the Harbor Commission/Council relationship related to the waterfront. Suminski asked questions as to how this ordinance would apply to fishing guides using the boat ramp. Kluver responded that it would depend on the final exemption language in the ordinance related to the number of customers per day/month which has been an issue of contention. Discussion

occurred on whether the coal dock beach is under Harbor Commission jurisdiction. Baregi moved, and Reiswig seconded, to request that property under historic Harbor Commission jurisdiction (property zoned Marina) be exempted from the ordinance. Furthermore, the Harbor Commission requests that the Council determine the jurisdiction of the coal dock beach and whether or not it would fall under Harbor Commission supervision. Discussion. Motion carried 7-0.

Adjourn – Broberg stated the agenda items have been completed and adjourned the meeting at 6:37 p.m.

Respectfully Submitted, Scott J. Kluver, City Administrator

Marina Operating Account 2021

12/31/2020 Balance Carried Forward		203,320.04
4-Jan Ck# 841	Washburn Marina	-14,595.00
11-Jan Ck# 842	Washburn Marina	-14,595.00
15-Jan	Deposit	54,558.19
18-Jan Ck# 843	Washburn Marina	-14,595.00
21-Jan	Deposit	35,074.52
25-Jan Ck# 844	Washburn Marina	-14,594.00
28-Jan	Deposit	7,965.80
31-Jan	Interest	1.82
1-Feb Ck# 845	Washburn Marina	-14,146.00
5-Feb	Deposit	11,682.22
8-Feb Ck# 846	Washburn Marina	-14,146.00
11-Feb	Deposit	7,744.48
15-Feb Ck# 847	Washburn Marina	-14,146.00
19-Feb	Deposit	21,988.71
25-Feb Ck# 848	Washburn Marina	-14,146.00
	Sales Tax	-2,652.81
25-Feb Ck# 849	Washburn Marina	-80,163.25
25-Feb	Deposit	100,142.13
28-Feb	Interest	1.77
1-Mar Ck# 850	Washburn Marina	-14,110.00
5-Mar	Deposit	6,025.37
8-Mar Ck# 851	Washburn Marina	-14,108.00
8-Mar	Deposit	37,626.25
15-Mar Ck# 852	Washburn Marina	-14,108.00
19-Mar	Deposit	11,998.74
19-Mar Ck# 853	Washburn Marina	-14,108.00
25-Mar	Deposit	17,545.96
29-Mar Ck# 854	Washburn Marina	-14,108.00
31-Mar	Deposit	4,562.08
31-Mar	Interest	2.14
5-Apr Ck# 855	Washburn Marina	-14,527.00
8-Apr Ck# 856	Washburn Marina	-14,527.00
	Sales Tax	-7,029.58

Balance as of 4/13/2021

215,835.58

Harbor Pass Book - 2021

12/31/2020 Balance Carried Forward	\$287,742.62
28-Jan Washburn Chamber Dues	-85.00
29-Jan Slip Transfer fee #34	100.00
31-Jan Interest	12.21
5-Feb Pearl Beach Dock Usage	1,950.00
22-Feb Office Fringe	-49.11
Wis Harbor Towns Association	-250.00
January payroll	-486.42
28-Feb Interest	8.87
10-Mar Bremer & Trust Fund Loan Payments	-61,619.70
Feb & March Fringe	-98.22
Anderson Electric	-4,027.42
February Payroll	-488.72
31-Mar Interest	7.37
Balance as of 4/13/2021	\$222,716.48



INVOICE

Date: **March 18, 2021**

Bayfield County Land Records Department
117 East Fifth Street, P.O. Box 878
Washburn, WI 54891

Phone: (715) 373-6156
Email: sgaletka@bayfieldcounty.org
cnovak@bayfieldcounty.org

BILL TO: Washburn Marina

DATE	SERVICE DESCRIPTION	NO. OF COPIES/PAGES	RATE	AMOUNT
March 18, 2021	Map Print - Size 18" x 24"	1	15.00	\$15.00
	Additional Copy	1	7.50	\$7.50
	Copies - Size 24" x 36"	4	9.00	\$36.00
TOTAL DUE				\$58.50

A handwritten signature in black ink, appearing to be "S. J. ...".

03/18/21
210-00-53540-910-000

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
 City of Washburn Harbor Commission
 119 Washington Ave PO Box 638
 Washburn, WI 54891

PROJECT:
 Pier 1 Water & Decking Project
 Washburn, WI 54891

FROM CONTRACTOR:
 A to Z Plumbing & Heating, Inc.
 PO Box 615
 Ashland, WI 54806

VIA ARCHITECT:

APPLICATION #: 1 **Distribution to:**
PERIOD TO: 03/17/21 Owner
 Const. Mgr
 Architect
 Contractor

PROJECT NOS: _____

CONTRACT DATE: _____

CONTRACT FOR: _____

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

- 1. ORIGINAL CONTRACT SUM----- \$ 91,944.00
- 2. Net change by Change Orders----- \$ 0
- 3. CONTRACT SUM TO DATE (Line 1 +/- 2)----- \$ 91,944.00
- 4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)----- \$ 39,300.00
- 5. RETAINAGE:
 - a. 10.0% of Completed Work (Columns D+E on Continuation Sheet)----- \$ 3,930.00
 - b. 10.0% of Stored Material (Column F on Continuation Sheet)----- \$ 0
 - Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)----- \$ 3,930.00
- 6. TOTAL EARNED LESS RETAINAGE----- \$ 3,930.00
 (Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)----- \$ 0
- 8. CURRENT PAYMENT DUE----- \$ 35,370.00
 (Line 3 less Line 6)
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE----- \$ 56,574.00
 (Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due

CONTRACTOR:

By:  Date: 3/17/21

State of: Wisconsin
 County of: Ashland

Subscribed and sworn to before me this 17th day of March, 2021

Notary Public: _____
 My Commission expires: 10/19/23

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.


AMOUNT CERTIFIED ----- \$ _____
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		


 210-00-53540-470-000

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 1

PROJECT:

APPLICATION DATE: 03/17/21

Pier 1 Water & Decking Project

PERIOD TO: 17-Mar-21

Washburn, WI 54891

ARCHITECTS PROJECT NO:

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed And Stored To Date (D + E + F)	H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)	This Period					
1	General Conditions	3,500.00		2,800.00	2,800.00		2,800.00	700.00	280.00
2	Dock Materials	40,000.00		36,000.00	36,000.00		36,000.00	4,000.00	3,600.00
3	Plumbing Materials	4,000.00						4,000.00	
4	Labor	40,000.00						40,000.00	
5	Miscellaneous	4,444.00		500.00	500.00		500.00	3,944.00	50.00
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SUBTOTALS PAGE 2		91,944.00		39,300.00	39,300.00		39,300.00	52,644.00	3,930.00

Washburn Hardware, LLC
 110 West Bayfield St.
 P.O. Box 368
 Washburn, WI 54891
 715-373-5401 Fax: 715-373-0992
 www.washburnhardware.com

STATEMENT

Statement Date: **03/31/2021**

Terms: **DUE 10TH OF EACH MONTH**

Account #: 373-6161h

City of Washburn Harbor Comm.
 P.O. Box 638
 Washburn, WI 54891

Date	Trans Num	PO	Due Date	Amount	Adjustments	Applied	Inv Balance
03/30/2021	A447660		04/10/2021	\$7.47	\$0.00	\$0.00	\$7.47
Totals:				\$7.47	\$0.00	\$0.00	\$7.47

Aging Report by Due Date

PAST DUE:	\$0.00
<hr/>	
Current:	\$7.47
1 to 30 Days:	\$0.00
31 to 60 Days:	\$0.00
61 to 90 Days:	\$0.00
Over 90 Days:	\$0.00


Account Summary

Pending Payments:	\$0.00
Repair Balance Due:	\$0.00
Layaway Balance Due:	\$0.00
Last Payment: 05/16/2012 for \$96.64	

Total Invoices Due:

\$7.47

WE START OUR 14TH YEAR ON APRIL 1ST! Thank you for your support!!


 04/01/21
 210-00-53540-610-000



1 Marina Drive, PO Box 482
Washburn, WI 54891

Product Invoice

Date	Invoice #
4/6/2021	54619

Bill To
City of Washburn Harbor Comm Scott Kluver PO Box 638 Washburn, WI 54891

Contact Washburn Marina
Telephone: 715-373-5050 Fax: 715-373-5117 Website: www.washburnmarina.com Email: boat@washburnmarina.com

Boat Name	Pier 3 Floats
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Item Code	Description	Qty	Price Each	Amount
Special Order	10" Cleat	200	9.27	1,854.00
Special Order	7/16 - 14 x 6 Gal Hex Bolts	450	1.21	544.50
Special Order	7/16 - 14 Galv Hex Nuts	450	0.10	45.00
Special Order	7/16 - 14 Galv Washers	450	0.08	36.00
Freight/Hdlg-Speci...	Freight & Handling on Special Orders		424.00	424.00

OK
[Signature]
040621
210-000-53540-410-000

<p>Thank you for choosing Washburn Marina for all your boating needs.</p>	Sales Tax (0.0%)	\$0.00
	Total	\$2,903.50
	Payments/Credits	\$0.00
<p><small>Credit Terms: In the event that payment in full is not made prior to month end of the invoice date, pursuant to the provisions of the Wisconsin Consumer Credit Act, Washburn Marina shall treat this transaction as an open-end consumer credit transaction. A finance charge of 1.5% per month (18% per year) will be assessed on any balance over 30 days old. No annual fee will be imposed by Washburn Marina for this open-end credit account.</small></p>	Balance Due	\$2,903.50



P.O. Box 482
Washburn, WI 54891

NOTIFICATION OF PENDING SLIP ASSIGNMENT

Date of Offer: March 11th, 2021
Slip Description: Pier 2 , Slip #062, Size: 15' x 32'
Offered Price: \$11,000

Terms:

Maintenance Fees Due by Buyer: \$0.00
Slip Rental Proceeds Due to Buyer: \$0.00
Registration Fees Paid by: Buyer

Seller: Keith Holm

Buyer: Mick Anderson

Transfer Processed by: Washburn Marina

RESPONSE REQUIRED BY: 04/21/2021

Greetings Washburn Harbor Commission:

You are being advised of the above pending slip sale to a non-slip holder. Please consider this Assignment of Boat/Slip and render your authorization or decline no later than the Response Required By date as indicated above.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michelle Shrider".

Michelle Shrider, CMM
General Manager

Washburn Marina
Balance Sheet
As of March 31, 2021

	<u>Mar 31, 21</u>		
ASSETS		LIABILITIES & EQUITY	
Current Assets		Liabilities	
Checking/Savings		Current Liabilities	
1-1100 · Cash		Accounts Payable	
1-1110 · Checking	1,452.59	2-1100 · Accounts Payable	16,685.25
1-1120 · Petty Cash	236.00	Total Accounts Payable	16,685.25
Total 1-1100 · Cash	<u>1,688.59</u>	Credit Cards	
Total Checking/Savings	<u>1,688.59</u>	2-1110 · Credit Card Payable	11,104.52
Accounts Receivable		Total Credit Cards	11,104.52
1-1200 · Accounts Receivable		Other Current Liabilities	
1-1210 · Billed Invoices	-27,560.38	2-1300 · Payroll Liabilities	
Total 1-1200 · Accounts Receivable	<u>-27,560.38</u>	2-1310 · Employee Health Benefits	407.17
Total Accounts Receivable	<u>-27,560.38</u>	2-1320 · Unemployment Comp Tax	1,075.23
Other Current Assets		2-1330 · State Withholding	1,671.31
1-1300 · Ship Store Inventory		2-1340 · Federal/FICA Withholding	2,759.88
1-1311 · Clothing	111.54	Total 2-1300 · Payroll Liabilities	<u>5,913.59</u>
1-1313 · Marine Supplies	61,890.25	2-1400 · Tax Liabilities	
1-1314 · Personal Items	731.11	2-1410 · Sales Tax Payable	2,881.85
1-1316 · Diesel Fuel	3,868.89	Total 2-1400 · Tax Liabilities	<u>2,881.85</u>
1-1317 · Gasoline	5,057.69	2-1500 · Other Liabilities	
1-1318 · Service Parts	461.98	2-1520 · Deferred Unearned Revenue	
1-1319 · Slow Moving Contra	935.22	2-1521 · Slip Rent and Sales	300.08
Total 1-1300 · Ship Store Inventory	<u>73,056.68</u>	2-1522 · Gift Certificates Outstanding	242.88
1-1340 · Prepaid Expenses	18,596.83	2-1523 · Haul Out, Storage, Launch	62,526.69
12000 · Undeposited Funds	261.80	Total 2-1520 · Deferred Unearned Revenue	<u>63,069.65</u>
Total Other Current Assets	<u>91,915.31</u>	2-1530 · Refundable Deposits	4,095.30
Total Current Assets	<u>66,043.52</u>	Total 2-1500 · Other Liabilities	<u>67,164.95</u>
Fixed Assets		Total Other Current Liabilities	<u>75,960.39</u>
1-2100 · Furniture, Fixtures, Equipment	1,528.47	Total Current Liabilities	<u>103,750.16</u>
Total Fixed Assets	<u>1,528.47</u>	Total Liabilities	103,750.16
TOTAL ASSETS	<u><u>67,571.99</u></u>	Equity	
		3-3000 · Retained Earnings	22,435.69
		Net Income	-58,613.86
		Total Equity	<u>-36,178.17</u>
		TOTAL LIABILITIES & EQUITY	<u><u>67,571.99</u></u>

Washburn Marina
Washburn Marina Budget vs. Actual
March 2021

Actual v Budget	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	2,894.68	500.00	2,394.68	578.94%	262,729.32	241,000.00	21,729.32	109.02%
4-2000 · Service Dept Income	40,561.30	61,240.00	-20,678.70	66.23%	597,957.60	657,208.00	-59,250.40	90.99%
4-3000 · Ship Store Income	10,140.10	3,750.00	6,390.10	270.4%	164,645.31	197,695.00	-33,049.69	83.28%
Total Income	53,596.08	65,490.00	-11,893.92	81.84%	1,025,332.23	1,095,903.00	-70,570.77	93.56%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,108.72	21,004.00	2,104.72	110.02%	261,947.32	201,240.00	60,707.32	130.17%
5-3000 · Ship Store COGS	6,550.99	2,450.00	4,100.99	267.39%	110,597.51	138,757.00	-28,159.49	79.71%
Total COGS	29,659.71	23,454.00	6,205.71	126.46%	372,544.83	339,997.00	32,547.83	109.57%
Gross Profit	23,936.37	42,036.00	-18,099.63	56.94%	652,787.40	755,906.00	-103,118.60	86.36%
Expense								
6-1000 · Facility Expenses	4,285.16	4,550.00	-264.84	94.18%	47,618.25	54,950.00	-7,331.75	86.66%
6-2000 · Service Dept Expenses	10,487.88	13,001.00	-2,513.12	80.67%	97,182.65	133,725.00	-36,542.35	72.67%
6-3000 · Ship Store Expenses	1,847.44	3,800.00	-1,952.56	48.62%	55,889.07	68,117.00	-12,227.93	82.05%
6-4000 · General Expenses	28,474.56	25,737.00	2,737.56	110.64%	268,412.91	267,084.00	1,328.91	100.5%
Total Expense	45,095.04	47,088.00	-1,992.96	95.77%	469,102.88	523,876.00	-54,773.12	89.55%
Net Ordinary Income	-21,158.67	-5,052.00	-16,106.67	418.82%	183,684.52	232,030.00	-48,345.48	79.16%
Net Income	-21,158.67	-5,052.00	-16,106.67	418.82%	183,684.52	232,030.00	-48,345.48	79.16%

Actual V Previous Year	Mar 21	Mar 20	\$ Change	% Change	Apr '20 - Mar 21	Apr '19 - Mar 20	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	2,894.68	1,629.77	1,264.91	77.61%	262,729.32	253,629.34	9,099.98	3.59%
4-2000 · Service Dept Income	40,561.30	31,612.12	8,949.18	28.31%	597,957.60	647,819.27	-49,861.67	-7.7%
4-3000 · Ship Store Income	10,140.10	3,866.93	6,273.17	162.23%	164,645.31	190,277.45	-25,632.14	-13.47%
Total Income	53,596.08	37,108.82	16,487.26	44.43%	1,025,332.23	1,091,726.06	-66,393.83	-6.08%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,108.72	10,388.39	12,720.33	122.45%	261,947.32	227,540.88	34,406.44	15.12%
5-3000 · Ship Store COGS	6,550.99	1,612.89	4,938.10	306.17%	110,597.51	134,188.93	-23,591.42	-17.58%
Total COGS	29,659.71	12,001.28	17,658.43	147.14%	372,544.83	361,729.81	10,815.02	2.99%
Gross Profit	23,936.37	25,107.54	-1,171.17	-4.67%	652,787.40	729,996.25	-77,208.85	-10.58%
Expense								
6-1000 · Facility Expenses	4,285.16	9,887.92	-5,602.76	-56.66%	47,618.25	55,469.30	-7,851.05	-14.15%
6-2000 · Service Dept Expenses	10,487.88	6,145.54	4,342.34	70.66%	97,182.65	110,772.18	-13,589.53	-12.27%
6-3000 · Ship Store Expenses	1,847.44	3,378.81	-1,531.37	-45.32%	55,889.07	63,225.55	-7,336.48	-11.6%
6-4000 · General Expenses	28,474.56	17,518.31	10,956.25	62.54%	268,412.91	259,869.60	8,543.31	3.29%
Total Expense	45,095.04	36,930.58	8,164.46	22.11%	469,102.88	489,336.63	-20,233.75	-4.14%
Net Ordinary Income	-21,158.67	-11,823.04	-9,335.63	-78.96%	183,684.52	240,659.62	-56,975.10	-23.68%
Net Income	-21,158.67	-11,823.04	-9,335.63	-78.96%	183,684.52	240,659.62	-56,975.10	-23.68%

Washburn Marina
Washburn Marina Budget vs. Actual
March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income								
4-1100 · In-Season	651.54	0.00	651.54	100.0%	145,166.00	134,000.00	11,166.00	108.33%
4-1200 · Off-Season	2,025.00	0.00	2,025.00	100.0%	114,245.00	101,000.00	13,245.00	113.11%
4-1400 · Misc Services	218.14	500.00	-281.86	43.63%	3,318.32	6,000.00	-2,681.68	55.31%
Total 4-1000 · Facility Income	2,894.68	500.00	2,394.68	578.94%	262,729.32	241,000.00	21,729.32	109.02%
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	2,712.50	15,027.00	-12,314.50	18.05%	24,390.50	102,216.00	-77,825.50	23.86%
4-2112 · Fiberglass-Woodwork	22,671.50	23,041.00	-369.50	98.4%	141,333.06	150,327.00	-8,993.94	94.02%
4-2113 · Mechanical	3,937.50	10,018.00	-6,080.50	39.3%	94,096.75	119,950.00	-25,853.25	78.45%
4-2114 · Rigging	420.00	2,004.00	-1,584.00	20.96%	17,246.10	21,016.00	-3,769.90	82.06%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	101,022.21	110,586.00	-9,563.79	91.35%
4-2122 · Other Unit Billed	0.00	0.00	0.00	0.0%	13,738.00	21,063.00	-7,325.00	65.22%
Total 4-2120 · Unit Billed Services	0.00	0.00	0.00	0.0%	114,760.21	131,649.00	-16,888.79	87.17%
Total 4-2100 · Labor	29,741.50	50,090.00	-20,348.50	59.38%	391,826.62	525,158.00	-133,331.38	74.61%
4-2200 · Materials	10,618.30	11,000.00	-381.70	96.53%	159,713.33	97,500.00	62,213.33	163.81%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	23,280.55	16,000.00	7,280.55	145.5%
4-2400 · Misc Charges	201.50	250.00	-48.50	80.6%	23,141.16	19,750.00	3,391.16	117.17%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	-4.06	-1,200.00	1,195.94	0.34%
Total 4-2000 · Service Dept Income	40,561.30	61,240.00	-20,678.70	66.23%	597,957.60	657,208.00	-59,250.40	90.99%
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	7.84	0.00	7.84	100.0%	2,296.71	3,015.00	-718.29	76.18%
4-3120 · Consumables	0.00	0.00	0.00	0.0%	1,318.32	1,350.00	-31.68	97.65%
4-3130 · Marine Supplies	2,545.68	3,500.00	-954.32	72.73%	69,714.30	98,500.00	-28,785.70	70.78%
4-3140 · Personal Items	0.00	0.00	0.00	0.0%	2,763.01	4,450.00	-1,686.99	62.09%
4-3150 · Special Orders	7,586.58	250.00	7,336.58	3,034.63%	33,821.48	26,750.00	7,071.48	126.44%
Total 4-3100 · Store Sales	10,140.10	3,750.00	6,390.10	270.4%	109,913.82	134,065.00	-24,151.18	81.99%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	0.00	0.00	0.00	0.0%	13,894.40	12,000.00	1,894.40	115.79%
4-3220 · Gasoline	0.00	0.00	0.00	0.0%	39,206.53	49,500.00	-10,293.47	79.21%
4-3230 · Pump Out	0.00	0.00	0.00	0.0%	1,630.56	2,130.00	-499.44	76.55%
Total 4-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	54,731.49	63,630.00	-8,898.51	86.02%
Total 4-3000 · Ship Store Income	10,140.10	3,750.00	6,390.10	270.4%	164,645.31	197,695.00	-33,049.69	83.28%
Total Income	53,596.08	65,490.00	-11,893.92	81.84%	1,025,332.23	1,095,903.00	-70,570.77	93.56%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								
5-2111 · Electrical-Plumbing	774.81	3,193.00	-2,418.19	24.27%	7,294.04	18,971.00	-11,676.96	38.45%

Washburn Marina
Washburn Marina Budget vs. Actual
March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
5-2112 · Fiberglass-Woodworking	12,602.53	5,588.00	7,014.53	225.53%	45,324.92	42,075.00	3,249.92	107.72%
5-2113 · Mechanical	975.25	3,459.00	-2,483.75	28.2%	21,289.65	26,416.00	-5,126.35	80.59%
5-2114 · Rigging	9.50	532.00	-522.50	1.79%	2,884.21	4,612.00	-1,727.79	62.54%
Total 5-2110 · Billable Hourly Labor	14,362.09	12,772.00	1,590.09	112.45%	76,792.82	92,074.00	-15,281.18	83.4%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	26,975.67	20,986.00	5,989.67	128.54%
5-2122 · Other	0.00	532.00	-532.00	0.0%	2,209.05	5,530.00	-3,320.95	39.95%
Total 5-2120 · Unit Billed Services	0.00	532.00	-532.00	0.0%	29,184.72	26,516.00	2,668.72	110.07%
Total 5-2100 · Labor	14,362.09	13,304.00	1,058.09	107.95%	105,977.54	118,590.00	-12,612.46	89.37%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	20,533.55	14,400.00	6,133.55	142.59%
5-2300 · Materials	8,746.63	7,700.00	1,046.63	113.59%	135,436.23	68,250.00	67,186.23	198.44%
Total 5-2000 · Service Dept COGS	23,108.72	21,004.00	2,104.72	110.02%	261,947.32	201,240.00	60,707.32	130.17%
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	-7.03	0.00	-7.03	100.0%	1,949.53	2,412.00	-462.47	80.83%
5-3120 · Consumables	0.00	0.00	0.00	0.0%	957.53	1,013.00	-55.47	94.52%
5-3130 · Marine Supplies	-2,980.66	2,275.00	-5,255.66	-131.02%	41,897.19	64,025.00	-22,127.81	65.44%
5-3140 · Personal Items	185.47	0.00	185.47	100.0%	2,317.64	3,382.00	-1,064.36	68.53%
5-3150 · Special Orders	8,084.31	175.00	7,909.31	4,619.61%	27,429.48	18,725.00	8,704.48	146.49%
Total 5-3100 · Store Sales	5,282.09	2,450.00	2,832.09	215.6%	74,551.37	89,557.00	-15,005.63	83.25%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	0.00	0.00	0.00	0.0%	8,570.32	9,600.00	-1,029.68	89.27%
5-3220 · Gasoline	1,268.90	0.00	1,268.90	100.0%	27,475.82	39,600.00	-12,124.18	69.38%
Total 5-3200 · Fuel Dock Sales	1,268.90	0.00	1,268.90	100.0%	36,046.14	49,200.00	-13,153.86	73.27%
Total 5-3000 · Ship Store COGS	6,550.99	2,450.00	4,100.99	267.39%	110,597.51	138,757.00	-28,159.49	79.71%
Total COGS	29,659.71	23,454.00	6,205.71	126.46%	372,544.83	339,997.00	32,547.83	109.57%
Gross Profit	23,936.37	42,036.00	-18,099.63	56.94%	652,787.40	755,906.00	-103,118.60	86.36%
Expense								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	535.04	750.00	-214.96	71.34%	9,284.28	11,300.00	-2,015.72	82.16%
6-1120 · Buildings/Grounds	2,232.45	2,000.00	232.45	111.62%	18,923.58	19,000.00	-76.42	99.6%
Total 6-1100 · Utilities	2,767.49	2,750.00	17.49	100.64%	28,207.86	30,300.00	-2,092.14	93.1%
6-1200 · Maintenance & Supplies								
6-1210 · Marina	18.03	0.00	18.03	100.0%	2,835.85	3,100.00	-264.15	91.48%
6-1220 · Buildings/Grounds	1,499.64	1,300.00	199.64	115.36%	14,074.54	15,550.00	-1,475.46	90.51%
Total 6-1200 · Maintenance & Suppl	1,517.67	1,300.00	217.67	116.74%	16,910.39	18,650.00	-1,739.61	90.67%
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	2,500.00	6,000.00	-3,500.00	41.67%
Total 6-1000 · Facility Expenses	4,285.16	4,550.00	-264.84	94.18%	47,618.25	54,950.00	-7,331.75	86.66%
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								
6-2111 · Administrative	3,279.87	4,837.00	-1,557.13	67.81%	30,728.76	35,348.00	-4,619.24	86.93%

Washburn Marina
Washburn Marina Budget vs. Actual
March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
6-2112 · Warranty/Credit	49.25	691.00	-641.75	7.13%	2,460.20	5,046.00	-2,585.80	48.76%
6-2113 · General Maintenance	0.00	1,382.00	-1,382.00	0.0%	6,626.73	10,101.00	-3,474.27	65.61%
Total 6-2110 · Non-Billable Salary &	3,329.12	6,910.00	-3,580.88	48.18%	39,815.69	50,495.00	-10,679.31	78.85%
6-2120 · FICA/Medicare	1,452.75	1,156.00	296.75	125.67%	11,796.52	14,534.00	-2,737.48	81.17%
6-2130 · Unemployment Compensa	-190.18	200.00	-390.18	-95.09%	1,712.69	1,360.00	352.69	125.93%
6-2140 · Workers Compensation	2,182.57	597.00	1,585.57	365.59%	7,010.05	7,164.00	-153.95	97.85%
Total 6-2100 · Non-Billable Wages &	6,774.26	8,863.00	-2,088.74	76.43%	60,334.95	73,553.00	-13,218.05	82.03%
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	0.00	0.00	0.00	0.0%	3,186.88	3,941.00	-754.12	80.87%
6-2220 · Personal Time Compensat	1,299.05	957.00	342.05	135.74%	7,906.39	11,484.00	-3,577.61	68.85%
6-2230 · Health Insurance	741.66	1,131.00	-389.34	65.58%	4,782.00	13,572.00	-8,790.00	35.23%
6-2240 · Retirement Plan	341.81	453.00	-111.19	75.46%	2,977.45	5,696.00	-2,718.55	52.27%
Total 6-2200 · Employee Benefits	2,382.52	2,541.00	-158.48	93.76%	18,852.72	34,693.00	-15,840.28	54.34%
6-2310 · Education & Training	311.67	167.00	144.67	186.63%	3,580.04	4,404.00	-823.96	81.29%
6-2320 · Equipment Maintenance	229.99	525.00	-295.01	43.81%	7,394.12	6,490.00	904.12	113.93%
6-2330 · Freight & Shipping	190.36	250.00	-59.64	76.14%	3,248.15	3,000.00	248.15	108.27%
6-2340 · Hazardous Waste Removal	0.00	0.00	0.00	0.0%	130.00	850.00	-720.00	15.29%
6-2350 · Small Tools	375.70	410.00	-34.30	91.63%	2,198.20	4,920.00	-2,721.80	44.68%
6-2360 · Supplies	106.10	0.00	106.10	100.0%	-3,534.56	0.00	-3,534.56	100.0%
6-2370 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	1,750.00	-1,750.00	0.0%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	2,593.43	1,125.00	1,468.43	230.53%
6-2390 · Utilities	99.95	95.00	4.95	105.21%	1,189.09	1,140.00	49.09	104.31%
6-2400 · Warranty Parts	17.33	150.00	-132.67	11.55%	1,196.51	1,800.00	-603.49	66.47%
Total 6-2000 · Service Dept Expenses	10,487.88	13,001.00	-2,513.12	80.67%	97,182.65	133,725.00	-36,542.35	72.67%
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	597.10	1,975.00	-1,377.90	30.23%	35,767.60	42,358.00	-6,590.40	84.44%
6-3120 · FICA/Medicare	45.68	183.00	-137.32	24.96%	3,183.46	3,734.00	-550.54	85.26%
6-3130 · Unemployment Compensa	-88.88	30.00	-118.88	-296.27%	474.64	335.00	139.64	141.68%
6-3140 · Workers Compensation	68.63	292.00	-223.37	23.5%	1,438.65	3,504.00	-2,065.35	41.06%
Total 6-3100 · Wages & Taxes	622.53	2,480.00	-1,857.47	25.1%	40,864.35	49,931.00	-9,066.65	81.84%
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,514.32	1,410.00	104.32	107.4%
6-3220 · Personal Time Compensat	0.00	421.00	-421.00	0.0%	4,342.15	5,052.00	-709.85	85.95%
6-3230 · Health Insurance	293.50	377.00	-83.50	77.85%	3,885.50	4,524.00	-638.50	85.89%
6-3240 · Retirement Plan	118.33	206.00	-87.67	57.44%	2,126.52	2,078.00	48.52	102.34%
Total 6-3200 · Employee Benefits	411.83	1,004.00	-592.17	41.02%	11,868.49	13,064.00	-1,195.51	90.85%
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%
6-3310 · Equipment/Maintenance	246.50	25.00	221.50	986.0%	379.45	275.00	104.45	137.98%
6-3320 · Freight/Shipping	437.11	100.00	337.11	437.11%	1,584.28	1,805.00	-220.72	87.77%
6-3330 · Supplies	29.52	100.00	-70.48	29.52%	29.75	1,100.00	-1,070.25	2.71%
6-3340 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	11.61	600.00	-588.39	1.94%

Washburn Marina Washburn Marina Budget vs. Actual March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
6-3360 · Utilities	99.95	91.00	8.95	109.84%	1,184.15	1,092.00	92.15	108.44%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	-33.01	0.00	-33.01	100.0%
Total 6-3000 · Ship Store Expenses	1,847.44	3,800.00	-1,952.56	48.62%	55,889.07	68,117.00	-12,227.93	82.05%
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	13,730.63	13,759.00	-28.37	99.79%	121,929.23	117,357.00	4,572.23	103.9%
6-4120 · Repair/Maintenance Wages	4,215.98	4,377.00	-161.02	96.32%	37,938.86	39,443.00	-1,504.14	96.19%
6-4130 · FICA/Medicare	1,389.10	1,419.00	-29.90	97.89%	12,712.32	12,559.00	153.32	101.22%
6-4140 · Unemployment Compensation	-244.86	240.00	-484.86	-102.03%	1,965.13	1,501.00	464.13	130.92%
6-4150 · Workers Compensation	2,086.96	244.00	1,842.96	855.31%	7,248.58	3,486.00	3,762.58	207.93%
Total 6-4100 · Wages & Taxes	21,177.81	20,039.00	1,138.81	105.68%	181,794.12	174,346.00	7,448.12	104.27%
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,608.96	1,201.00	407.96	133.97%
6-4220 · Personal Time Compensation	211.65	206.00	5.65	102.74%	2,639.24	2,472.00	167.24	106.77%
6-4230 · Health Insurance	1,515.43	1,279.00	236.43	118.49%	16,114.23	15,348.00	766.23	104.99%
6-4240 · Retirement Plan	440.15	556.00	-115.85	79.16%	3,258.29	4,570.00	-1,311.71	71.3%
Total 6-4200 · Employee Benefits	2,167.23	2,041.00	126.23	106.19%	23,620.72	23,591.00	29.72	100.13%
6-4300 · Advertising & Marketing	193.46	100.00	93.46	193.46%	8,290.98	9,055.00	-764.02	91.56%
6-4310 · Contract Services	38.37	38.00	0.37	100.97%	435.24	456.00	-20.76	95.45%
6-4320 · Donations	40.00	0.00	40.00	100.0%	990.00	1,400.00	-410.00	70.71%
6-4330 · Education & Training	224.66	167.00	57.66	134.53%	2,312.92	2,637.00	-324.08	87.71%
6-4340 · Equipment/Furnish/Sm Tools/	0.00	25.00	-25.00	0.0%	1,834.78	250.00	1,584.78	733.91%
6-4350 · Insurance	1,591.84	1,400.00	191.84	113.7%	17,551.19	16,800.00	751.19	104.47%
6-4370 · License/Permit/Fee/Dues/Su	188.85	100.00	88.85	188.85%	2,871.83	3,325.00	-453.17	86.37%
6-4380 · Office Supplies/Postage	9.95	175.00	-165.05	5.69%	1,691.56	2,100.00	-408.44	80.55%
6-4390 · Professional Services	800.00	100.00	700.00	800.0%	3,921.50	5,250.00	-1,328.50	74.7%
6-4400 · Service Charges	1,538.35	1,000.00	538.35	153.84%	18,564.51	19,500.00	-935.49	95.2%
6-4410 · Supplies	0.00	100.00	-100.00	0.0%	190.83	1,200.00	-1,009.17	15.9%
6-4420 · Travel/Lodging/Miles	55.00	100.00	-45.00	55.0%	55.00	2,600.00	-2,545.00	2.12%
6-4430 · Uniforms	48.95	0.00	48.95	100.0%	790.76	350.00	440.76	225.93%
6-4440 · Utilities	329.44	277.00	52.44	118.93%	3,377.79	3,324.00	53.79	101.62%
6-4450 · Misc Expenses	129.28	125.00	4.28	103.42%	289.03	1,500.00	-1,210.97	19.27%
6-4460 · Purchases Discount	-58.63	-50.00	-8.63	117.26%	-169.85	-600.00	430.15	28.31%
Total 6-4000 · General Expenses	28,474.56	25,737.00	2,737.56	110.64%	268,412.91	267,084.00	1,328.91	100.5%
Total Expense	45,095.04	47,088.00	-1,992.96	95.77%	469,102.88	523,876.00	-54,773.12	89.55%
Net Ordinary Income	-21,158.67	-5,052.00	-16,106.67	418.82%	183,684.52	232,030.00	-48,345.48	79.16%
Net Income	-21,158.67	-5,052.00	-16,106.67	418.82%	183,684.52	232,030.00	-48,345.48	79.16%

**Washburn Marina
Facilities Budget vs. Actual
March 2021**

Actual v Budget					Apr '20 -			
	Mar 21	Budget	\$ Over Budget	% of Budget	Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-1000 · Facility Income								
4-1100 · In-Season	651.54	0.00	651.54	100.0%	145,166.00	134,000.00	11,166.00	108.33%
4-1200 · Off-Season	2,025.00	0.00	2,025.00	100.0%	114,245.00	101,000.00	13,245.00	113.11%
4-1300 · Maintenance Fees	0.00	0.00	0.00	0.0%	140,234.80	140,235.00	-0.20	100.0%
4-1400 · Misc Services	218.14	500.00	-281.86	43.63%	3,318.32	6,000.00	-2,681.68	55.31%
Total 4-1000 · Facility Income	2,894.68	500.00	2,394.68	578.94%	402,964.12	381,235.00	21,729.12	105.7%
Total Income	2,894.68	500.00	2,394.68	578.94%	402,964.12	381,235.00	21,729.12	105.7%
Gross Profit	2,894.68	500.00	2,394.68	578.94%	402,964.12	381,235.00	21,729.12	105.7%
Expense								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	535.04	750.00	-214.96	71.34%	9,284.28	11,300.00	-2,015.72	82.16%
6-1120 · Buildings/Grounds	2,232.45	2,000.00	232.45	111.62%	18,923.58	19,000.00	-76.42	99.6%
Total 6-1100 · Utilities	2,767.49	2,750.00	17.49	100.64%	28,207.86	30,300.00	-2,092.14	93.1%
6-1200 · Maintenance & Supplies								
6-1210 · Marina	18.03	0.00	18.03	100.0%	2,835.85	3,100.00	-264.15	91.48%
6-1220 · Buildings/Grounds	1,499.64	1,300.00	199.64	115.36%	14,074.54	15,550.00	-1,475.46	90.51%
Total 6-1200 · Maintenance & Supplies	1,517.67	1,300.00	217.67	116.74%	16,910.39	18,650.00	-1,739.61	90.67%
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	2,500.00	6,000.00	-3,500.00	41.67%
Total 6-1000 · Facility Expenses	4,285.16	4,550.00	-264.84	94.18%	47,618.25	54,950.00	-7,331.75	86.66%
Total Expense	4,285.16	4,550.00	-264.84	94.18%	47,618.25	54,950.00	-7,331.75	86.66%
Net Ordinary Income	-1,390.48	-4,050.00	2,659.52	34.33%	355,345.87	326,285.00	29,060.87	108.91%
Net Income	-1,390.48	-4,050.00	2,659.52	34.33%	355,345.87	326,285.00	29,060.87	108.91%
Actual V Previous Year	Mar 21	Mar 20	\$ Change	% Change	Apr '20 - Mar 21	Apr '19 - Mar 20	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-1000 · Facility Income	2,894.68	1,629.77	1,264.91	77.61%	402,964.12	391,312.54	11,651.58	2.98%
Total Income	2,894.68	1,629.77	1,264.91	77.61%	402,964.12	391,312.54	11,651.58	2.98%
Gross Profit	2,894.68	1,629.77	1,264.91	77.61%	402,964.12	391,312.54	11,651.58	2.98%
Expense								
6-1000 · Facility Expenses	4,285.16	9,887.92	-5,602.76	-56.66%	47,618.25	55,469.30	-7,851.05	-14.15%
Total Expense	4,285.16	9,887.92	-5,602.76	-56.66%	47,618.25	55,469.30	-7,851.05	-14.15%
Net Ordinary Income	-1,390.48	-8,258.15	6,867.67	83.16%	355,345.87	335,843.24	19,502.63	5.81%
Net Income	-1,390.48	-8,258.15	6,867.67	83.16%	355,345.87	335,843.24	19,502.63	5.81%

Washburn Marina Service Department Budget vs. Actual March 2021

Actual v Budget	Mar 21	Budget	\$ Over Budget	% of Budget	Apr '20 - Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income								
4-2100 · Labor								
4-2111 · Electrical-Plumbing	2,712.50	15,027.00	-12,314.50	18.05%	24,390.50	102,216.00	-77,825.50	23.86%
4-2112 · Fiberglass-Woodwork	22,671.50	23,041.00	-369.50	98.4%	141,333.06	150,327.00	-8,993.94	94.02%
4-2113 · Mechanical	3,937.50	10,018.00	-6,080.50	39.3%	94,096.75	119,950.00	-25,853.25	78.45%
4-2114 · Rigging	420.00	2,004.00	-1,584.00	20.96%	17,246.10	21,016.00	-3,769.90	82.06%
4-2120 · Unit Billed Services								
4-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	101,022.21	110,586.00	-9,563.79	91.35%
4-2122 · Other Unit Billed	0.00	0.00	0.00	0.0%	13,738.00	21,063.00	-7,325.00	65.22%
Total 4-2120 · Unit Billed Services	0.00	0.00	0.00	0.0%	114,760.21	131,649.00	-16,888.79	87.17%
Total 4-2100 · Labor	29,741.50	50,090.00	-20,348.50	59.38%	391,826.62	525,158.00	-133,331.38	74.61%
4-2200 · Materials	10,618.30	11,000.00	-381.70	96.53%	159,713.33	97,500.00	62,213.33	163.81%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	23,280.55	16,000.00	7,280.55	145.5%
4-2400 · Misc Charges	201.50	250.00	-48.50	80.6%	23,141.16	19,750.00	3,391.16	117.17%
4-2500 · Credit/Refunds	0.00	-100.00	100.00	0.0%	-4.06	-1,200.00	1,195.94	0.34%
Total 4-2000 · Service Dept Income	40,561.30	61,240.00	-20,678.70	66.23%	597,957.60	657,208.00	-59,250.40	90.99%
Total Income	40,561.30	61,240.00	-20,678.70	66.23%	597,957.60	657,208.00	-59,250.40	90.99%
Cost of Goods Sold								
5-2000 · Service Dept COGS								
5-2100 · Labor								
5-2110 · Billable Hourly Labor								
5-2111 · Electrical-Plumbing	774.81	3,193.00	-2,418.19	24.27%	7,294.04	18,971.00	-11,676.96	38.45%
5-2112 · Fiberglass-Woodworking	12,602.53	5,588.00	7,014.53	225.53%	45,324.92	42,075.00	3,249.92	107.72%
5-2113 · Mechanical	975.25	3,459.00	-2,483.75	28.2%	21,289.65	26,416.00	-5,126.35	80.59%
5-2114 · Rigging	9.50	532.00	-522.50	1.79%	2,884.21	4,612.00	-1,727.79	62.54%
Total 5-2110 · Billable Hourly Labor	14,362.09	12,772.00	1,590.09	112.45%	76,792.82	92,074.00	-15,281.18	83.4%
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	0.00	0.00	0.00	0.0%	26,975.67	20,986.00	5,989.67	128.54%
5-2122 · Other	0.00	532.00	-532.00	0.0%	2,209.05	5,530.00	-3,320.95	39.95%
Total 5-2120 · Unit Billed Services	0.00	532.00	-532.00	0.0%	29,184.72	26,516.00	2,668.72	110.07%
Total 5-2100 · Labor	14,362.09	13,304.00	1,058.09	107.95%	105,977.54	118,590.00	-12,612.46	89.37%
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	20,533.55	14,400.00	6,133.55	142.59%
5-2300 · Materials	8,746.63	7,700.00	1,046.63	113.59%	135,436.23	68,250.00	67,186.23	198.44%
Total 5-2000 · Service Dept COGS	23,108.72	21,004.00	2,104.72	110.02%	261,947.32	201,240.00	60,707.32	130.17%
Total COGS	23,108.72	21,004.00	2,104.72	110.02%	261,947.32	201,240.00	60,707.32	130.17%
Gross Profit	17,452.58	40,236.00	-22,783.42	43.38%	336,010.28	455,968.00	-119,957.72	73.69%
Expense								
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								
6-2111 · Administrative	3,279.87	4,837.00	-1,557.13	67.81%	30,728.76	35,348.00	-4,619.24	86.93%
6-2112 · Warranty/Credit	49.25	691.00	-641.75	7.13%	2,460.20	5,046.00	-2,585.80	48.76%

**Washburn Marina
Service Department Budget vs. Actual
March 2021**

Actual v Budget					Apr '20 -			
	Mar 21	Budget	\$ Over Budget	% of Budget	Mar 21	Budget	\$ Over Budget	% of Budget
6-2113 · General Maintenance	0.00	1,382.00	-1,382.00	0.0%	6,626.73	10,101.00	-3,474.27	65.61%
Total 6-2110 · Non-Billable Salary & Wages	3,329.12	6,910.00	-3,580.88	48.18%	39,815.69	50,495.00	-10,679.31	78.85%
6-2120 · FICA/Medicare	1,452.75	1,156.00	296.75	125.67%	11,796.52	14,534.00	-2,737.48	81.17%
6-2130 · Unemployment Compensation	-190.18	200.00	-390.18	-95.09%	1,712.69	1,360.00	352.69	125.93%
6-2140 · Workers Compensation	2,182.57	597.00	1,585.57	365.59%	7,010.05	7,164.00	-153.95	97.85%
Total 6-2100 · Non-Billable Wages & Taxes	6,774.26	8,863.00	-2,088.74	76.43%	60,334.95	73,553.00	-13,218.05	82.03%
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	0.00	0.00	0.00	0.0%	3,186.88	3,941.00	-754.12	80.87%
6-2220 · Personal Time Compensation	1,299.05	957.00	342.05	135.74%	7,906.39	11,484.00	-3,577.61	68.85%
6-2230 · Health Insurance	741.66	1,131.00	-389.34	65.58%	4,782.00	13,572.00	-8,790.00	35.23%
6-2240 · Retirement Plan	341.81	453.00	-111.19	75.46%	2,977.45	5,696.00	-2,718.55	52.27%
Total 6-2200 · Employee Benefits	2,382.52	2,541.00	-158.48	93.76%	18,852.72	34,693.00	-15,840.28	54.34%
6-2310 · Education & Training	311.67	167.00	144.67	186.63%	3,580.04	4,404.00	-823.96	81.29%
6-2320 · Equipment Maintenance	229.99	525.00	-295.01	43.81%	7,394.12	6,490.00	904.12	113.93%
6-2330 · Freight & Shipping	190.36	250.00	-59.64	76.14%	3,248.15	3,000.00	248.15	108.27%
6-2340 · Hazardous Waste Removal	0.00	0.00	0.00	0.0%	130.00	850.00	-720.00	15.29%
6-2350 · Small Tools	375.70	410.00	-34.30	91.63%	2,198.20	4,920.00	-2,721.80	44.68%
6-2360 · Supplies	106.10	0.00	106.10	100.0%	-3,534.56	0.00	-3,534.56	100.0%
6-2370 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	1,750.00	-1,750.00	0.0%
6-2380 · Uniforms	0.00	0.00	0.00	0.0%	2,593.43	1,125.00	1,468.43	230.53%
6-2390 · Utilities	99.95	95.00	4.95	105.21%	1,189.09	1,140.00	49.09	104.31%
6-2400 · Warranty Parts	17.33	150.00	-132.67	11.55%	1,196.51	1,800.00	-603.49	66.47%
Total 6-2000 · Service Dept Expenses	10,487.88	13,001.00	-2,513.12	80.67%	97,182.65	133,725.00	-36,542.35	72.67%
Total Expense	10,487.88	13,001.00	-2,513.12	80.67%	97,182.65	133,725.00	-36,542.35	72.67%
Net Ordinary Income	6,964.70	27,235.00	-20,270.30	25.57%	238,827.63	322,243.00	-83,415.37	74.11%
Net Income	6,964.70	27,235.00	-20,270.30	25.57%	238,827.63	322,243.00	-83,415.37	74.11%

Actual V Previous Year					Apr '20 -			
	Mar 21	Mar 20	\$ Change	% Change	Mar 21	Mar 20	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-2000 · Service Dept Income	40,561.30	31,612.12	8,949.18	28.31%	597,957.60	647,819.27	-49,861.67	-7.7%
Total Income	40,561.30	31,612.12	8,949.18	28.31%	597,957.60	647,819.27	-49,861.67	-7.7%
Cost of Goods Sold								
5-2000 · Service Dept COGS	23,108.72	10,388.39	12,720.33	122.45%	261,947.32	227,540.88	34,406.44	15.12%
Total COGS	23,108.72	10,388.39	12,720.33	122.45%	261,947.32	227,540.88	34,406.44	15.12%
Gross Profit	17,452.58	21,223.73	-3,771.15	-17.77%	336,010.28	420,278.39	-84,268.11	-20.05%
Expense								
6-2000 · Service Dept Expenses	10,487.88	6,145.54	4,342.34	70.66%	97,182.65	110,772.18	-13,589.53	-12.27%
Total Expense	10,487.88	6,145.54	4,342.34	70.66%	97,182.65	110,772.18	-13,589.53	-12.27%
Net Ordinary Income	6,964.70	15,078.19	-8,113.49	-53.81%	238,827.63	309,506.21	-70,678.58	-22.84%
Net Income	6,964.70	15,078.19	-8,113.49	-53.81%	238,827.63	309,506.21	-70,678.58	-22.84%

Washburn Marina
Ship Store Budget vs. Actual
March 2021

Actual v Budget					Apr '20 -			
	Mar 21	Budget	\$ Over Budget	% of Budget	Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income								
4-3100 · Store Sales								
4-3110 · Clothing	7.84	0.00	7.84	100.0%	2,296.71	3,015.00	-718.29	76.18%
4-3120 · Consumables	0.00	0.00	0.00	0.0%	1,318.32	1,350.00	-31.68	97.65%
4-3130 · Marine Supplies	2,545.68	3,500.00	-954.32	72.73%	69,714.30	98,500.00	-28,785.70	70.78%
4-3140 · Personal Items	0.00	0.00	0.00	0.0%	2,763.01	4,450.00	-1,686.99	62.09%
4-3150 · Special Orders	7,586.58	250.00	7,336.58	3,034.63%	33,821.48	26,750.00	7,071.48	126.44%
Total 4-3100 · Store Sales	10,140.10	3,750.00	6,390.10	270.4%	109,913.82	134,065.00	-24,151.18	81.99%
4-3200 · Fuel Dock Sales								
4-3210 · Diesel	0.00	0.00	0.00	0.0%	13,894.40	12,000.00	1,894.40	115.79%
4-3220 · Gasoline	0.00	0.00	0.00	0.0%	39,206.53	49,500.00	-10,293.47	79.21%
4-3230 · Pump Out	0.00	0.00	0.00	0.0%	1,630.56	2,130.00	-499.44	76.55%
Total 4-3200 · Fuel Dock Sales	0.00	0.00	0.00	0.0%	54,731.49	63,630.00	-8,898.51	86.02%
Total 4-3000 · Ship Store Income	10,140.10	3,750.00	6,390.10	270.4%	164,645.31	197,695.00	-33,049.69	83.28%
Total Income	10,140.10	3,750.00	6,390.10	270.4%	164,645.31	197,695.00	-33,049.69	83.28%
Cost of Goods Sold								
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	-7.03	0.00	-7.03	100.0%	1,949.53	2,412.00	-462.47	80.83%
5-3120 · Consumables	0.00	0.00	0.00	0.0%	957.53	1,013.00	-55.47	94.52%
5-3130 · Marine Supplies	-2,980.66	2,275.00	-5,255.66	-131.02%	41,897.19	64,025.00	-22,127.81	65.44%
5-3140 · Personal Items	185.47	0.00	185.47	100.0%	2,317.64	3,382.00	-1,064.36	68.53%
5-3150 · Special Orders	8,084.31	175.00	7,909.31	4,619.61%	27,429.48	18,725.00	8,704.48	146.49%
Total 5-3100 · Store Sales	5,282.09	2,450.00	2,832.09	215.6%	74,551.37	89,557.00	-15,005.63	83.25%
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	0.00	0.00	0.00	0.0%	8,570.32	9,600.00	-1,029.68	89.27%
5-3220 · Gasoline	1,268.90	0.00	1,268.90	100.0%	27,475.82	39,600.00	-12,124.18	69.38%
Total 5-3200 · Fuel Dock Sales	1,268.90	0.00	1,268.90	100.0%	36,046.14	49,200.00	-13,153.86	73.27%
Total 5-3000 · Ship Store COGS	6,550.99	2,450.00	4,100.99	267.39%	110,597.51	138,757.00	-28,159.49	79.71%
Total COGS	6,550.99	2,450.00	4,100.99	267.39%	110,597.51	138,757.00	-28,159.49	79.71%
Gross Profit	3,589.11	1,300.00	2,289.11	276.09%	54,047.80	58,938.00	-4,890.20	91.7%
Expense								
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	597.10	1,975.00	-1,377.90	30.23%	35,767.60	42,358.00	-6,590.40	84.44%
6-3120 · FICA/Medicare	45.68	183.00	-137.32	24.96%	3,183.46	3,734.00	-550.54	85.26%
6-3130 · Unemployment Compensation	-88.88	30.00	-118.88	-296.27%	474.64	335.00	139.64	141.68%
6-3140 · Workers Compensation	68.63	292.00	-223.37	23.5%	1,438.65	3,504.00	-2,065.35	41.06%
Total 6-3100 · Wages & Taxes	622.53	2,480.00	-1,857.47	25.1%	40,864.35	49,931.00	-9,066.65	81.84%
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,514.32	1,410.00	104.32	107.4%

Washburn Marina
Ship Store Budget vs. Actual
March 2021

Actual v Budget					Apr '20 -			
	Mar 21	Budget	\$ Over Budget	% of Budget	Mar 21	Budget	\$ Over Budget	% of Budget
6-3220 · Personal Time Compensation	0.00	421.00	-421.00	0.0%	4,342.15	5,052.00	-709.85	85.95%
6-3230 · Health Insurance	293.50	377.00	-83.50	77.85%	3,885.50	4,524.00	-638.50	85.89%
6-3240 · Retirement Plan	118.33	206.00	-87.67	57.44%	2,126.52	2,078.00	48.52	102.34%
Total 6-3200 · Employee Benefits	411.83	1,004.00	-592.17	41.02%	11,868.49	13,064.00	-1,195.51	90.85%
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%
6-3310 · Equipment/Maintenance	246.50	25.00	221.50	986.0%	379.45	275.00	104.45	137.98%
6-3320 · Freight/Shipping	437.11	100.00	337.11	437.11%	1,584.28	1,805.00	-220.72	87.77%
6-3330 · Supplies	29.52	100.00	-70.48	29.52%	29.75	1,100.00	-1,070.25	2.71%
6-3340 · Travel/Lodging/Meals	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3350 · Uniforms	0.00	0.00	0.00	0.0%	11.61	600.00	-588.39	1.94%
6-3360 · Utilities	99.95	91.00	8.95	109.84%	1,184.15	1,092.00	92.15	108.44%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	-33.01	0.00	-33.01	100.0%
Total 6-3000 · Ship Store Expenses	1,847.44	3,800.00	-1,952.56	48.62%	55,889.07	68,117.00	-12,227.93	82.05%
Total Expense	1,847.44	3,800.00	-1,952.56	48.62%	55,889.07	68,117.00	-12,227.93	82.05%
Net Ordinary Income	1,741.67	-2,500.00	4,241.67	-69.67%	-1,841.27	-9,179.00	7,337.73	20.06%
Net Income	1,741.67	-2,500.00	4,241.67	-69.67%	-1,841.27	-9,179.00	7,337.73	20.06%

Actual V Previous Year					Apr '20 -			
	Mar 21	Mar 20	\$ Change	% Change	Mar 21	Mar 20	\$ Change	% Change
Ordinary Income/Expense								
Income								
4-3000 · Ship Store Income	10,140.10	3,866.93	6,273.17	162.23%	164,645.31	190,277.45	-25,632.14	-13.47%
Total Income	10,140.10	3,866.93	6,273.17	162.23%	164,645.31	190,277.45	-25,632.14	-13.47%
Cost of Goods Sold								
5-3000 · Ship Store COGS	6,550.99	1,612.89	4,938.10	306.17%	110,597.51	134,188.93	-23,591.42	-17.58%
Total COGS	6,550.99	1,612.89	4,938.10	306.17%	110,597.51	134,188.93	-23,591.42	-17.58%
Gross Profit	3,589.11	2,254.04	1,335.07	59.23%	54,047.80	56,088.52	-2,040.72	-3.64%
Expense								
6-3000 · Ship Store Expenses	1,847.44	3,378.81	-1,531.37	-45.32%	55,889.07	63,225.55	-7,336.48	-11.6%
Total Expense	1,847.44	3,378.81	-1,531.37	-45.32%	55,889.07	63,225.55	-7,336.48	-11.6%
Net Ordinary Income	1,741.67	-1,124.77	2,866.44	254.85%	-1,841.27	-7,137.03	5,295.76	74.2%
Net Income	1,741.67	-1,124.77	2,866.44	254.85%	-1,841.27	-7,137.03	5,295.76	74.2%

Washburn Marina
General Expenses Budget vs. Actual
March 2021

Actual v Budget	Actual v Budget				Apr '20 - Mar			
	Mar 21	Budget	\$ Over Budget	% of Budget	21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	13,730.63	13,759.00	-28.37	99.79%	121,929.23	117,357.00	4,572.23	103.9%
6-4120 · Repair/Maintenance Wages	4,215.98	4,377.00	-161.02	96.32%	37,938.86	39,443.00	-1,504.14	96.19%
6-4130 · FICA/Medicare	1,389.10	1,419.00	-29.90	97.89%	12,712.32	12,559.00	153.32	101.22%
6-4140 · Unemployment Compensation	-244.86	240.00	-484.86	-102.03%	1,965.13	1,501.00	464.13	130.92%
6-4150 · Workers Compensation	2,086.96	244.00	1,842.96	855.31%	7,248.58	3,486.00	3,762.58	207.93%
Total 6-4100 · Wages & Taxes	21,177.81	20,039.00	1,138.81	105.68%	181,794.12	174,346.00	7,448.12	104.27%
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	0.00	0.00	0.00	0.0%	1,608.96	1,201.00	407.96	133.97%
6-4220 · Personal Time Compensation	211.65	206.00	5.65	102.74%	2,639.24	2,472.00	167.24	106.77%
6-4230 · Health Insurance	1,515.43	1,279.00	236.43	118.49%	16,114.23	15,348.00	766.23	104.99%
6-4240 · Retirement Plan	440.15	556.00	-115.85	79.16%	3,258.29	4,570.00	-1,311.71	71.3%
Total 6-4200 · Employee Benefits	2,167.23	2,041.00	126.23	106.19%	23,620.72	23,591.00	29.72	100.13%
6-4300 · Advertising & Marketing								
6-4310 · Contract Services	38.37	38.00	0.37	100.97%	435.24	456.00	-20.76	95.45%
6-4320 · Donations	40.00	0.00	40.00	100.0%	990.00	1,400.00	-410.00	70.71%
6-4330 · Education & Training	224.66	167.00	57.66	134.53%	2,312.92	2,637.00	-324.08	87.71%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	1,834.78	250.00	1,584.78	733.91%
6-4350 · Insurance	1,591.84	1,400.00	191.84	113.7%	17,551.19	16,800.00	751.19	104.47%
6-4370 · License/Permit/Fee/Dues/Subscr	188.85	100.00	88.85	188.85%	2,871.83	3,325.00	-453.17	86.37%
6-4380 · Office Supplies/Postage	9.95	175.00	-165.05	5.69%	1,691.56	2,100.00	-408.44	80.55%
6-4390 · Professional Services	800.00	100.00	700.00	800.0%	3,921.50	5,250.00	-1,328.50	74.7%
6-4400 · Service Charges	1,538.35	1,000.00	538.35	153.84%	18,564.51	19,500.00	-935.49	95.2%
6-4410 · Supplies	0.00	100.00	-100.00	0.0%	190.83	1,200.00	-1,009.17	15.9%
6-4420 · Travel/Lodging/Miles	55.00	100.00	-45.00	55.0%	55.00	2,600.00	-2,545.00	2.12%
6-4430 · Uniforms	48.95	0.00	48.95	100.0%	790.76	350.00	440.76	225.93%
6-4440 · Utilities	329.44	277.00	52.44	118.93%	3,377.79	3,324.00	53.79	101.62%
6-4450 · Misc Expenses	129.28	125.00	4.28	103.42%	289.03	1,500.00	-1,210.97	19.27%
6-4460 · Purchases Discount	-58.63	-50.00	-8.63	117.26%	-169.85	-600.00	430.15	28.31%
Total 6-4000 · General Expenses	28,474.56	25,737.00	2,737.56	110.64%	268,412.91	267,084.00	1,328.91	100.5%
Total Expense	28,474.56	25,737.00	2,737.56	110.64%	268,412.91	267,084.00	1,328.91	100.5%
Net Ordinary Income	-28,474.56	-25,737.00	-2,737.56	110.64%	-268,412.91	-267,084.00	-1,328.91	100.5%
Net Income	-28,474.56	-25,737.00	-2,737.56	110.64%	-268,412.91	-267,084.00	-1,328.91	100.5%
Actual v Previous Year	Mar 21	Mar 20	\$ Change	% Change	Apr '20 - Mar 21	Apr '19 - Mar 20	\$ Change	% Change
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses	28,474.56	17,518.31	10,956.25	62.54%	268,412.91	259,869.60	8,543.31	3.29%
Total Expense	28,474.56	17,518.31	10,956.25	62.54%	268,412.91	259,869.60	8,543.31	3.29%
Net Ordinary Income	-28,474.56	-17,518.31	-10,956.25	-62.54%	-268,412.91	-259,869.60	-8,543.31	-3.29%
Net Income	-28,474.56	-17,518.31	-10,956.25	-62.54%	-268,412.91	-259,869.60	-8,543.31	-3.29%

Washburn Marina
Revenue - Draw Report
March 2021

	Mar 21	Apr '20 - Mar 21
9-1100 - Draws from City	-70,542.00	-907,913.22
9-2100 - Revenues Paid to City	71,733.03	1,290,446.40
Net Paid to City	<u>1,191.03</u>	<u>382,533.18</u>
Revenues Paid to City Detail		
Operating Revenue		1,150,211.60
Maintenance Fees-2020		140,234.80
Total		<u>1,290,446.40</u>

Outstanding Maint Fees
All Paid In Full

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



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

To: Harbor Commission Members
From: Scott J. Kluver, ^{SK}Administrator
Re: Harbor Commission Matters for April 21, 2021
Date: April 13, 2021

Please see the comments below on several agenda items:

- G: Update on Pier 1 Project – The project is progressing and should be near completion by the time of the meeting. There have been a couple changes and additions that have occurred. First, it was decided to add additional 2 x 4s to provide additional support of the decking on the finger piers and main dock so sagging and bouncing of the decking did not occur. This was an add of \$4,396. Second, when the decking was uncovered, it was noted that there were some breaks in the structural supports of the dock that needed to be welded at this time. There are repairs needed to the steel on the ramp area of the dock as there is corrosion/warping of the metal occurring. Costs for these repairs, which are necessary at this time, are not known. Third, the conduit for the pedestals needed to be raised to the “furring strip” with rods and metal clamps. The cost of this is not known at this time. Finally, the cleats that were ordered needed some adjustment by widening the holes so the bolts would fit properly. Hopefully those are all of the issues, and the rest goes smoothly.
- H. 1. Picnic Shelters – A proposal has been received from Ratliff Construction for the construction of the picnic shelters. I have not included it in the packet, as I am aware of another company that may submit a proposal. Any proposals will be distributed at the meeting for action in order to keep competitive price quotes fair. The Harbor Commission will be free to select the best proposal. The selected vendor will need to provide the City with a certificate of insurance.
2. West Breakwall Lights – Michelle Shrider has provided specifications on a proposed solar light for the west breakwall. That information is enclosed for your consideration.
3. Parking Blacktop – A proposal has been received from Cooper Engineering to provide design, permitting, and bidding assistance in order to expand the parking lot. The cost of the base services Tasks 1-7) is \$19,210. Given the complexities of stormwater runoff and permitting requirements, assistance is necessary for this service. Whether or not we would need construction assistance could be decided at a later time.

Note that I will not be in attendance at the meeting, but Tony will be there and take the minutes in my place.

**CITY OF WASHBURN HARBOR COMMISSION
NOTICE OF CONSTRUCTION PROJECT
PICNIC SHELTER CONSTRUCTION PROJECT**

Notice is hereby given that the City of Washburn Harbor Commission intends to enter into a contract on April 21, 2021 exceeding \$5,000 but less than \$25,000 for the labor and materials involved with constructing two 12' x 12' picnic shelters at the Washburn Marina, 1 Marina Drive.

Questions on this project should be directed to Scott Kluver at 715-373-6160 Ext. 4.

This notice is published as required under Wisconsin Statutes 62.15(1).

On Behalf of the Harbor Commission,
Scott J. Kluver, Administrator

Publ: Ashland Daily Press – Box Ad – 04/9/21

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5 Reviews



29 Questions & 30 Answers

Item Code: **S8LS**

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Spring Sale: \$104.00

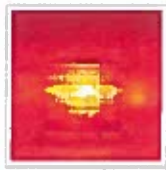
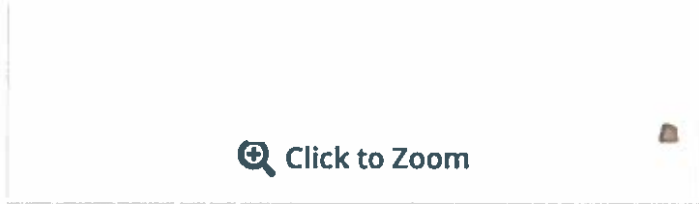
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light, designed for salt and fresh water use.

- Ideal for Pilings, Docks, Buoys, Aquafarms, Sea Ports, Threshold lighting, Runways and Cranes.
- Available in Clear, Red, Amber, Green and Blue LED models
- Charges under almost all-weather conditions!
- Completely self-contained and watertight. Designed to operate reliably in the harshest environmental and work conditions.
- Featuring a Visible Range of 2NM in all directions!
- Includes Wildlife deterrent spike
- Free from wiring to allow for easy and simple setup
- Includes 4V 160MA Ni-MH Battery for long lasting performance
- Features up to 70 hours of operation capacity from a single full charge!
- Features waterproof rating IP67
- Designed using PC UV resistant integrated housing

Now Featuring the proprietary, patented dome design, which prevents birds and debris from collecting on top. The replaceable Ni-Mh battery means extended operation for years to come. Great for Private docks, boat houses, sea ports, taxiways, runways and helipads.

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April 6, 2021

Mr. Scott Kluver
City Administrator
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891

Re: Proposal for Engineering Services
Boat Launch Parking Expansion

Dear Mr. Kluver:

Thank you for the opportunity to submit a proposal for engineering for expanding parking at the boat launch and thank you for meeting with me to provide background so we can be specific in our scope. The following is our approach and scope to the project.

- 1. Topographic Survey and Base Map Creation**
 - a. Locate utilities through Digger's Hotline.
 - b. Site survey of topographic and physical features and utilities that were located.
 - c. Create base map for site design and construction plans.

- 2. Parking Lot Design**
 - a. Based on survey, create a design that expands the parking lot to work for truck and trailer maneuvering and drainage to the proposed stormwater best management practice (BMP) utilized.

- 3. Stormwater Design/DNR Permitting**
 - a. Complete HydroCAD modeling.
 - b. Complete WinSLAMM modeling.
 - c. Based on the modeling and parking lot plan, design the stormwater BMP(s).
 - d. Submit DNR construction site stormwater permit application.
 - e. A request was made to DNR for permit documents from the previous parking lot expansion. It is hoped that these documents may contain modeling, design, or narratives that will streamline the stormwater design and permit process for this phase.

Phone: 715.234.7008
Fax: 715.234.1025
e-mail: info@cooperengineering.net
2600 College Drive, P.O. Box 230
Rice Lake, WI 54868-0230

4. Attend Meeting with the Harbor Commission

- a. We will attend one meeting with the Harbor Commission for site plan approval.
- b. We will also provide a recommendation of a contractor based on our bid evaluations. We do not plan on attending the Harbor Commission meeting where the contractor will be selected (we can if requested).

5. Construction Plans, Specifications, and Estimate

- a. Prepare construction plans and specifications suitable for bidding.
- b. Prepare construction estimates based on the design.
- c. The plans, specifications, and estimates will be based on the design approved by the Harbor Commission.

6. Bidding Assistance

- a. We will assist the city with bidding by creating bidding documents and then advertising for bids in the Ashland Daily Press, the Northwest Regional Builders Exchange, and the Minnesota Builders Exchange.
- b. Plans, specifications, and bidding documents will be available through QuestCDN, an online construction bidding platform allowing for efficient access and distribution of plans to contractors.
- c. We will open and evaluate bids and then recommend a contractor for award.

7. Coordination with City of Washburn Staff and the Harbor Commission

- a. Throughout the design, permitting, and bidding process, we will stay in communication with city staff and members of the Harbor Commission, as necessary, to ensure the design meets the goals established.

8. Construction Survey, Observation, and Administration

- a. We have estimated two visits to the harbor for construction staking.
- b. We have estimated four visits to the harbor for part time construction observation. Because of the distance from our office to the harbor, we are trying to minimize site visits and keep expenses low. We are anticipating city staff can fill in with additional construction observations.
- c. We estimated approximately 12 hours for construction administration and review and recommendations of pay requests.

We propose a fee of \$19,210 for tasks one through seven and a fee of \$7,560 for Task 8. We separated the cost for construction, because this task was estimated based on our anticipated time at the construction site. The actual time required may be more or less, so we propose to do this work on a time and materials basis. Our total cost is \$26,770. Additionally, we estimate approximately \$1,200 for reimbursable expenses such as mileage and equipment charges.

Mr. Scott Kluver
April 6, 2021
Page 3

We hope this approach meets your approval. If you have any questions, please call us. We look forward to hearing from you and thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Gustafson", with a long horizontal flourish extending to the right.

Dan Gustafson, P.E.
Project Manager

g:\2021-proj\proposals\city of washburn boat landing p-lot\210406 pro kluver gustafson boat launch parking lot.docx

Capital Purchase List

Date	Description	Budget	Actual
2017	Paint exterior of Service Bay/Store Building	\$ 15,000.00	
2019	Picnic Shelters	\$ 10,000.00	
2017	Electric/Water on NW side main parking	\$ 100,000.00	
2020	Decking on Pier 1 & safety ladders & electrical issue	\$ 125,000.00	
	ESTIMATED TOTAL		
	Budget Estimate Unknown		
ongoing	Continued float replacement		
6/1/2019	Black top repairs area in front of store/parking lot		
6/1/2017	Support bins under ramps to Piers 1, 2 and 3		
ongoing	Heavy Equipment repairs/upgrades (paint lift)		
9/1/2019	Travelift - replace steering spindle bearings	\$ 8,000.00	
10/3/2019	Lift well cement issues - voids and cracks/crumbling		
7/1/2019	SE breakwall fenders off - exposed studs		
6/1/2019	Lift station-new publics/fish cleaning station		
6/1/2020	Entrance Road Light Posts		
6/1/2020	Additional Blacktop Boat Ramp Parking		
6/1/2020	West Break Wall Lighting		
1/1/2021	Service/Store Bldg Windows/Doors/Garage doors		
9/1/2020	Site Plan update		

1/21/2021

Actual

Ongoing-by operations staff, start in summer 2020

\$ 15,000.00
 \$ 10,000.00
 \$ 100,000.00
\$ 125,000.00

Actual

Estimate

many replaced 2019, addl large on pier 3 need replace (f

Ongoing/annual expense - ~\$10k-15k

based on 9/2019 Travelift inspection report

Based on info from Impact Protective Coatings

may be able to retrofit w/ solar flood lights