

**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  
Maryann Edholm  
Vacant Gruebele  
John Baregi  
City Administrator  
Candace Kolenda  
Rodger Reiswig  
Marina Manager

### ***NOTICE OF HARBOR COMMISSION MEETING***

**DATE:** Wednesday, August 19, 2020  
**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/87558730602?pwd=alhlc1E0b0J4NmhzMS9jR0tyOTRNQT09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 875 5873 0602 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 July 15, 2020 Meeting
- C. Public Comments
- D. Treasurer's Report
  - 1. Payment of Invoices
- E. Slip Transfers – None
- F. Marina Manager's Report
  - 1. July Financial Reports
  - 2. Report on Delinquent Slip Payments
- G. Discussion & Action on Marina Inspection Report
- H. Update on and Possible Action on Various Marina Projects/Repairs
  - 1. Concrete Repairs
  - 2. Awning
  - 3. Lift Station
  - 4. Electric on Pier 1
- I. Adjourn

Cc: Posted Ashland Daily Press

## **JULY 15, 2020 HARBOR COMMISSION MEETING**

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

**Commission Members Present:** President Carl Broberg, Candace Kolenda, Rodger Reiswig, Rick Gruebele via telephone and John Baregi via telephone.

**Commission Members Absent:** Nick Suminski and Maryann Edholm.

**Municipal Personnel Present:** Scott Kluver, City Administrator/Clerk, and Kay Bratley, Deputy Clerk/Treasurer. Michelle Shrider, Marina Manager present via telephone.

**Call to Order – Broberg called the meeting to order at 5:30 p.m.**

**Approval of Minutes of the May 20, 2020 Meetings – Kolenda moved, and Reiswig seconded, to approve and place on file the May 20, 2020 Meeting Minutes. Motion carried 4-0-1. Baregi abstained.**

**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 6-0.**

- 1. Payment of Invoices – Reiswig moved, and Kolenda seconded, to approve Duluth Archaeology Center invoices #2020-08 and 2020-11 in the amount of \$5,293.70 for the West End Dock project. Carried 5-0. Reiswig moved, and Gruebele seconded, to approve Pearl Beach invoice #9207 for \$8,000.00 which is an add-on to the project for the removal of West End dock cribbing and material to the coal dock for storage. Motion carried 5-0. Kolenda moved, and Reiswig seconded, to approve the Contractor’s Application for Payment No. 1 for \$176,150.90 for the West End dock project, subject to approval by the project engineer. Motion carried 5-0. Reiswig moved, and Baregi seconded, to approve Anderson Electric, LLC invoice #20071834 for \$195.00 which is an add-on to the Pier 1 electrical project for fender board. Motion carried 5-0.**

**Slip Transfers – None.**

**Marina Manager’s Report – Shrider stated June started turning the corner, approximately 25% of the slip owners/renters have chosen not to launch their boats so the Facility budget is doing quite well; workorders have been coming in which has kept the service department very busy; and believes the radio ads are working effectively; due to the increase of Covid cases in the county, we have required mask wearing on marina property unless you are on your own boat.**

- 1. May and June Financial Reports – Shrider stated she will skip over the May Financials unless there are questions and happy to see a 1.83% budget surplus for June and a 5.29% deficit of where we were this time last year; the facility budget is on target, the service department is down a little; the Ship Store is doing better than projected and believes it is due to the busy boaters launching their boats and using the fuel dock. Shrider stated most of the maintenance fees have been collected except for the typical boaters that pay late.**

**Discussion & Action on Replacement of Awnings on Marina Building – Baregi moved, and Reiswig seconded, to approve Proctor Canvas Products, Inc. estimate for \$3,300.00. Motion carried 5-0.**

**Discussion & Action on Proposal for Concrete Repairs in Lift Pad Area – Broberg stated Impact Protective Coatings did patch work last year and at that time they said it was going to need more work next year. Broberg stated there has been continuing deterioration with the drain at the lift well and there are several voids underneath the lift pad. Broberg stated the estimate to fix those issues is \$17,072.25. Broberg stated the second estimate given was to test the PH level in the concrete and to apply a sealer waterproofing system as determined by the PH test for a total \$13,650.50. Discussion occurred. Reiswig moved, and Kolenda seconded to accept the estimate from Impact Protective Coatings of \$17,072.25 to**

fix the current issues. Motion carried 5-0. A unanimous decision was made to postpone the second estimate to research the product that will be used to seal the concrete. Broberg stated he would talk to Impact Protective Coating to see how much it would cost to do the PH test only and to have them contact Shrider to schedule a time to fix the lift pad and the drain.

**Discussion & Action on Release of Pier 1 Decking Replacement Project for Bid** – Broberg stated he re-worked the specifications for the rehab of Pier 1 taking out the electrical specs; the problem with Pier 1 was no slack given to the pedestals when the electrical was done, so the furring strips will not be able to be done like they were on Pier 3; what he proposed is to place the furring strips up to the pedestals and lay the new decking material to the pedestals which would recess the pedestals about an inch; replace all the fasteners in the pedestals with stainless steel fasteners; need to order two single pedestals for Slips 1 and 2 on Pier 1, the wiring has already been put in place; and increase the water service using PEX pipe material. Shrider states she has a supply of fasteners that can be used. Reiswig moved, and Kolenda seconded to approve the specifications and to release the bid. Motion carried 5-0.

**Discussion & Action on Internal Line of Credit to Comply with Contract with Marina Management, Inc. – Baregi moved, Reiswig seconded, to increase the Harbor Commission account fund reserve from \$75,000.00 to \$125,000.00 over time and forego establishing the Line of Credit from Bremer Bank. Motion carried 5-0.** Shrider then asked Kluver to have the city attorney draw up an amendment to the Marina Contract elimination the Line of Credit with Bremer Bank for approval.

**Discussion on Commercial/Kayak Outfitters Operation Near the Coal Dock** – Broberg stated there was an agreement between the kayak outfitter and the marina to store a trailer on marina property which became an issue and the agreement was terminated by the marina; the kayakers began using the boat ramp restroom to wash off equipment leaving sand everywhere and charging battery packs using marina electrical outlets. Broberg stated the city had an issue at the beach off the coal dock where the kayakers were launching, they covered the whole beach which did not allow the public access to use the beach. Broberg stated the city council passed ordinance 20-009 which covers the use of all city owned property for commercial non-motorized vessel liberty and guide service; a permitting process is being put into place and will be published and begin on July 22, 2020; the permitting process will determine where they will be allowed to launch and how much of the area they will be allowed to use.

**Discussion & Action on Review of City of Washburn Land “For Sale” List – Baregi moved, and Reiswig seconded, to take no action with the City of Washburn Land “For Sale” list. Motion carried 5-0**

**Adjourn** – Broberg stated that completed the agenda items and the meeting was adjourned at 6:25 p.m.

Respectfully Submitted,  
Kay Bratley, Deputy Clerk/Treasurer

**Marina Operating Account 2020**

<b>12/31/2019 Balance Carried Forward</b>		<b>206,988.18</b>
6-Jan Ck# 786	Washburn Marina	-15,608.00
10-Jan	Deposit	45,725.32
1//13 Ck# 787	Washburn Marina	-15,608.00
	Sales Tax	-1,698.23
17-Jan	Deposit	37,260.75
20-Jan Ck# 788	Washburn Marina	-15,608.00
23-Jan	Deposit	19,813.60
27-Jan Ck# 789	Washburn Marina	-15,608.00
31-Jan	Interest	1.96
3-Feb Ck# 790	Washburn Marina	-15,006.00
6-Feb	Deposit	3,600.13
10-Feb Ck# 791	Washburn Marina	-15,006.00
	Sales Tax	-63.74
10-Feb	Deposit	20,927.67
17-Feb Ck# 792	Washburn Marina	-15,006.00
20-Feb Ck# 793	Washburn Marina	-15,006.00
28-Feb	Interest	1.79
2-Mar Ck# 794	Washburn Marina	-11,827.00
6-Mar	Deposit	21,217.58
9-Mar Ck# 795	Washburn Marina	-11,827.00
12-Mar	Deposit	14,100.08
16-Mar Ck# 796	Washburn Marina	-11,827.00
	Sales Tax	-2,482.41
20-Mar Ck# 797	Washburn Marina	-11,827.00
20-Mar	Deposit	45,072.83
20-Mar Ck# 798	Sales Tax	-2,974.29
26-Mar	Deposit	17,214.06
27-Mar Ck# 799	Washburn Marina	-11,826.00
31-Mar	Deposit	4,545.75
31-Mar	Interest	1.88
13-Apr Ck# 800	Washburn Marina	-14,527.00
17-Apr	Deposit	20,663.62
20-Apr Ck# 801	Sales Tax	-1,967.67
23-Apr	Deposit	11,639.25
27-Apr Ck# 802	Washburn Marina	-14,527.00
30-Apr	Deposit	24,215.87
30-Apr	Interest	2.08
4-May Ck# 803	Washburn Marina	-10,130.00
7-May	Deposit	19,112.31
11-May Ck# 804	Washburn Marina	-10,130.00
14-May	Deposit	15,920.50
18-May Ck# 805	Washburn Marina	-10,130.00
21-May Ck# 806	Marina Mangement	-112,875.75
21-May Ck# 807	Wshburn Marina	-10,130.00
	Sales Tax	-7,749.27

21-May Ck# 808	Harbor Commission	-125,182.25
21-May	Deposit	11,311.16
29-May	Deposit	27,256.67
31-May	Interest	2.01
1-Jun Ck# 809	Washburn Marina	-16,492.00
4-Jun	Deposit	27,453.93
8-Jun Ck# 810	Washburn Marina	-16,492.00
11-Jun	Deposit	33,178.23
11-Jun Ck# 811	Washburn Marina	-16,492.00
18-Jun	Deposit	28,599.83
22-Jun	Deposit	23,579.89
22-Jun Ck# 812	Washburn Marina	-16,492.00
	Sales Tax	-6,985.78
29-Jun	Deposit	21,210.81
30-Jun	Interest	0.69
2-Jul Ck# 813	Washburn Marina	-17,204.00
	Slip Rent Disbursment	-51,457.50
6-Jul Ck# 814	Washburn Marina	-17,204.00
9-Jul	Deposit	18,863.72
13-Jul Ck# 815	Washburn Marina	-17,204.00
14-Jul	Deposit	31,740.65
17-Jul Ck# 816	Washburn Marina	-7,143.20
20-Jul	Deposit	24,997.67
20-Jul Ck# 817	Washburn Marina	-17,204.00
27-Jul Ck# 818	Washburn Marina	-17,204.00
31-Jul	Deposit	10,314.34
31-Jul	Interest	0.52
3-Aug Ck# 819	Washburn Marina	-21,037.00
7-Aug	Deposit	18,830.56
10-Aug Ck# 820	Washburn Marina	-21,037.00

**Balance as of 8/10/20** *Marina Operating Acct* **39,559.80**

Harbor Pass Book - 2020

<b>12/31/2019 Balance Carried Forward</b>		<b>\$730,580.43</b>
10-Jan	Slip Transfer Fee	100.00
21-Jan	2019 share of Insurance	-5,400.00
	Chicago Iron	-30.50
	Chamber Dues	-85.00
	January Fringe	-98.00
23-Jan	Nelson 2019 Dock Fees	2,377.50
31-Jan	Interest	1,052.96
13-Feb	Wren Works 2019 Dock Fee	416.25
27-Feb	Smith Group	-890.00
	Marina Management quick books	-2,675.29
	Jan Payroll	-1,236.61
28-Feb	Interest	947.30
12-Mar	Wisconsin Harbor Town Membership	-250.00
	Hardwood Eneering Consultants	-3,500.00
	February Payroll	-790.90
	February & March Fringe	-196.00
	Trust Fund Loan Payment	-18,381.46
12-Mar	Slip Transfer Fee	100.00
31-Mar	Interest	684.16
17-Apr	Slip fees	9,794.42
	Annual Fee	350.00
	Sales Tax	557.93
22-Apr	March Payroll	-810.59
	April Finge	-98.00
23-Apr	Slip fees	12,333.10
	Annual Fee	450.00
	Sales Tax	703.08
30-Apr	Slip fees	11,522.10
	Annual Fee	500.00
	Sales Tax	661.23
	slip 99 transfer fee	100.00
30-Apr	Interest	384.10
1-May	Loan Pay off	-200,000.00
7-May	Loan Proceeds-West End Project	200,000.00
7-May	Slips	28,700.70
	Annual Fee	1,000.00
	Sales Tax	1,634.87
	Slip Transfer Fee	100.00
14-May	Slip Fees	28,185.76
	Sales Tax	1,605.23
	Annual Fee	1,000.00
21-May	Slip fees	9,024.50
	Annual Fee	350.00
	Sales Tax	504.61
	Profit Share	125,182.25
21-May	Fast Lane	-1,664.94
	Anderson Electric	-22,159.61
	May Fringe	-98.00
	April & May Payroll	-1,581.79
29-May	Slip fees	9,898.67
	Annual Fee	400.00
	Sales Tax	627.46
31-May	Interest	226.60
4-Jun	Slip fees	5,681.23
	Annual Fee	200.00
	Sales Tax	245.95
11-Jun	Pearl Beach Dock Fees	1,000.00

	Slip fees	4,049.20
	Annual Fee	150.00
	Sales Tax	230.97
18-Jun	Slip Fees	3,800.10
	Annual Fee	150.00
	Sales Tax	217.26
22-Jun	Slip fees	1,892.10
	Annual Fee	50.00
	Sales Tax	106.82
29-Jun	Debt Service for loan payoff	-43,259.06
	Anderson Electric	-195.00
	Sales Tax	-4,618.12
	June Fringe	-98.00
30-Jun	Interest	219.08
9-Jul	Slip fees	1,268.54
	Annual Fee	50.00
	Sales Tax	81.46
14-Jul	July Fringe	-98.00
	Duluth Archaeology	-5,293.70
	Pearl Beach	-8,000.00
20-Jul	Slip fees	7,757.34
	Annual Fee	300.00
	Sales Tax	480.57
31-Jul	Pearl Beach	-176,150.90
31-Jul	Interest	171.31

Balance as of 8/10/20 *Harbor Passbook Acct.* **\$712,497.67**

Wiikwaibaan Inini, Inc.

808 Winter Street  
Superior, WI 54880

# Invoice

Date	Invoice #
8/7/2020	53411

<b>Bill To</b>
City of Washburn Attn: Port Authority 502 West Bayfield Street Washburn, WI 54891

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
5.5	Field Labor: Troubleshoot Marina lift station. Disconnect and drain force main to see if the pump is pumping through the check valve. Pull pump and disassemble to check impeller. Pump is missing the discharge gasket and the impeller clearance is too much, also pump is stopping intermittently. Loaded pump up to bring back for repair. Sales Tax	200.00          0.00%	1,100.00          0.00
		<b>Total</b>	\$1,100.00

*OK*  
*[Signature]*  
*08/12/20*  
*210-00-53540-342-000*

Washburn Marina  
**Balance Sheet**  
As of July 31, 2020

	<u>Jul 31, 20</u>		
<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	15,575.05	2-1100 · Accounts Payable	13,383.03
1-1120 · Petty Cash	446.20	<b>Total Accounts Payable</b>	<u>13,383.03</u>
<b>Total 1-1100 · Cash</b>	<u>16,021.25</u>	<b>Credit Cards</b>	
<b>Total Checking/Savings</b>	16,021.25	2-1110 · Credit Card Payable	8,601.15
<b>Accounts Receivable</b>		<b>Total Credit Cards</b>	<u>8,601.15</u>
1-1200 · Accounts Receivable		<b>Other Current Liabilities</b>	
1-1210 · Billed Invoices	40,482.42	2-1300 · Payroll Liabilities	
1-1220 · Slip Holder Fees	1,148.69	2-1310 · Employee Health Benefits	241.31
<b>Total 1-1200 · Accounts Receivable</b>	<u>41,631.11</u>	2-1320 · Unemployment Comp Tax	146.24
<b>Total Accounts Receivable</b>	41,631.11	2-1330 · State Withholding	1,343.40
<b>Other Current Assets</b>		<b>Total 2-1300 · Payroll Liabilities</b>	<u>1,730.95</u>
1-1300 · Ship Store Inventory		2-1400 · Tax Liabilities	
1-1311 · Clothing	1,024.00	2-1410 · Sales Tax Payable	3,429.77
1-1312 · Consumables	187.08	<b>Total 2-1400 · Tax Liabilities</b>	<u>3,429.77</u>
1-1313 · Marine Supplies	65,548.45	2-1500 · Other Liabilities	
1-1314 · Personal Items	1,507.75	2-1520 · Deferred Unearned Revenue	
1-1316 · Diesel Fuel	2,004.02	2-1521 · Slip Rent and Sales	4,183.09
1-1317 · Gasoline	4,455.16	2-1522 · Gift Certificates Outstanding	242.88
1-1318 · Service Parts	461.98	2-1523 · Haul Out, Storage, Launch	22,036.18
1-1319 · Slow Moving Contra	935.22	<b>Total 2-1520 · Deferred Unearned Revenue</b>	<u>26,462.15</u>
<b>Total 1-1300 · Ship Store Inventory</b>	<u>76,123.66</u>	2-1530 · Refundable Deposits	4,095.30
1-1330 · Notes Receivable	-0.04	<b>Total 2-1500 · Other Liabilities</b>	<u>30,557.45</u>
1-1340 · Prepaid Expenses	12,425.10	<b>Total Other Current Liabilities</b>	<u>35,718.17</u>
12000 · Undeposited Funds	2,865.49	<b>Total Current Liabilities</b>	<u>57,702.35</u>
<b>Total Other Current Assets</b>	<u>91,414.21</u>	<b>Total Liabilities</b>	<u>57,702.35</u>
<b>Total Current Assets</b>	149,066.57	<b>Equity</b>	
<b>Fixed Assets</b>		3-3000 · Retained Earnings	22,435.69
1-2100 · Furniture, Fixtures, Equipment	1,528.47	<b>Net Income</b>	70,457.00
<b>Total Fixed Assets</b>	<u>1,528.47</u>	<b>Total Equity</b>	<u>92,892.69</u>
<b>TOTAL ASSETS</b>	<u><u>150,595.04</u></u>	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>150,595.04</u></u>

**Washburn Marina**  
**Washburn Marina Budget vs. Actual**  
July 2020

Actual v Budget					Apr - Jul			
	Jul 20	Budget	\$ Over Budget	% of Budget	20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4-1000 · Facility Income	9,737.02	7,000.00	2,737.02	139.1%	142,703.48	133,500.00	9,203.48	106.89%
4-2000 · Service Dept Income	40,282.30	52,496.00	-12,213.70	76.73%	182,023.35	218,259.00	-36,235.65	83.4%
4-3000 · Ship Store Income	28,284.47	38,900.00	-10,615.53	72.71%	74,561.18	103,945.00	-29,383.82	71.73%
<b>Total Income</b>	<b>78,303.79</b>	<b>98,396.00</b>	<b>-20,092.21</b>	<b>79.58%</b>	<b>399,288.01</b>	<b>455,704.00</b>	<b>-56,415.99</b>	<b>87.62%</b>
<b>Cost of Goods Sold</b>								
5-2000 · Service Dept COGS	15,232.82	15,176.00	56.82	100.37%	61,256.29	56,988.00	4,268.29	107.49%
5-3000 · Ship Store COGS	17,586.98	27,985.00	-10,398.02	62.84%	48,097.29	72,872.00	-24,774.71	66.0%
<b>Total COGS</b>	<b>32,819.80</b>	<b>43,161.00</b>	<b>-10,341.20</b>	<b>76.04%</b>	<b>109,353.58</b>	<b>129,860.00</b>	<b>-20,506.42</b>	<b>84.21%</b>
<b>Gross Profit</b>	<b>45,483.99</b>	<b>55,235.00</b>	<b>-9,751.01</b>	<b>82.35%</b>	<b>289,934.43</b>	<b>325,844.00</b>	<b>-35,909.57</b>	<b>88.98%</b>
<b>Expense</b>								
6-1000 · Facility Expenses	7,541.44	4,200.00	3,341.44	179.56%	15,981.97	18,300.00	-2,318.03	87.33%
6-2000 · Service Dept Expenses	7,683.03	10,584.00	-2,900.97	72.59%	26,684.84	41,968.00	-15,283.16	63.58%
6-3000 · Ship Store Expenses	6,266.65	7,154.00	-887.35	87.6%	19,499.03	29,006.00	-9,506.97	67.22%
6-4000 · General Expenses	18,847.93	20,922.00	-2,074.07	90.09%	83,625.72	88,499.00	-4,873.28	94.49%
<b>Total Expense</b>	<b>40,339.05</b>	<b>42,860.00</b>	<b>-2,520.95</b>	<b>94.12%</b>	<b>145,791.56</b>	<b>177,773.00</b>	<b>-31,981.44</b>	<b>82.01%</b>
<b>Net Ordinary Income</b>	<b>5,144.94</b>	<b>12,375.00</b>	<b>-7,230.06</b>	<b>41.58%</b>	<b>144,142.87</b>	<b>148,071.00</b>	<b>-3,928.13</b>	<b>97.35%</b>
<b>Net Income</b>	<b>5,144.94</b>	<b>12,375.00</b>	<b>-7,230.06</b>	<b>41.58%</b>	<b>144,142.87</b>	<b>148,071.00</b>	<b>-3,928.13</b>	<b>97.35%</b>
<b>Previous Year Comparison</b>								
<b>Income</b>								
4-1000 · Facility Income	9,737.02	9,373.06	363.96	3.88%	142,703.48	133,471.20	9,232.28	6.92%
4-2000 · Service Dept Income	40,282.30	53,233.91	-12,951.61	-24.33%	182,023.35	263,551.39	-81,528.04	-30.93%
4-3000 · Ship Store Income	28,284.47	36,023.60	-7,739.13	-21.48%	74,561.18	93,271.70	-18,710.52	-20.06%
<b>Total Income</b>	<b>78,303.79</b>	<b>98,630.57</b>	<b>-20,326.78</b>	<b>-20.61%</b>	<b>399,288.01</b>	<b>490,294.29</b>	<b>-91,006.28</b>	<b>-18.56%</b>
<b>Cost of Goods Sold</b>								
5-2000 · Service Dept COGS	15,232.82	13,702.57	1,530.25	11.17%	61,256.29	75,878.17	-14,621.88	-19.27%
5-3000 · Ship Store COGS	17,586.98	26,310.06	-8,723.08	-33.16%	48,097.29	68,134.57	-20,037.28	-29.41%
<b>Total COGS</b>	<b>32,819.80</b>	<b>40,012.63</b>	<b>-7,192.83</b>	<b>-17.98%</b>	<b>109,353.58</b>	<b>144,012.74</b>	<b>-34,659.16</b>	<b>-24.07%</b>
<b>Gross Profit</b>	<b>45,483.99</b>	<b>58,617.94</b>	<b>-13,133.95</b>	<b>-22.41%</b>	<b>289,934.43</b>	<b>346,281.55</b>	<b>-56,347.12</b>	<b>-16.27%</b>
<b>Expense</b>								
6-1000 · Facility Expenses	7,541.44	3,887.65	3,653.79	93.99%	15,981.97	18,350.48	-2,368.51	-12.91%
6-2000 · Service Dept Expenses	7,683.03	9,477.46	-1,794.43	-18.93%	26,684.84	39,443.00	-12,758.16	-32.35%
6-3000 · Ship Store Expenses	6,266.65	6,541.93	-275.28	-4.21%	19,499.03	25,671.74	-6,172.71	-24.05%
6-4000 · General Expenses	18,847.93	20,767.50	-1,919.57	-9.24%	83,625.72	98,974.02	-15,348.30	-15.51%
<b>Total Expense</b>	<b>40,339.05</b>	<b>40,674.54</b>	<b>-335.49</b>	<b>-0.83%</b>	<b>145,791.56</b>	<b>182,439.24</b>	<b>-36,647.68</b>	<b>-20.09%</b>
<b>Net Ordinary Income</b>	<b>5,144.94</b>	<b>17,943.40</b>	<b>-12,798.46</b>	<b>-71.33%</b>	<b>144,142.87</b>	<b>163,842.31</b>	<b>-19,699.44</b>	<b>-12.02%</b>
<b>Net Income</b>	<b>5,144.94</b>	<b>17,943.40</b>	<b>-12,798.46</b>	<b>-71.33%</b>	<b>144,142.87</b>	<b>163,842.31</b>	<b>-19,699.44</b>	<b>-12.02%</b>

## Washburn Marina Washburn Marina Budget vs. Actual July 2020

Actual v Budget	Jul 20	Budget	\$ Over Budget	% of Budget	Apr - Jul 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4-1000 · Facility Income</b>								
4-1100 · In-Season	7,514.41	6,500.00	1,014.41	115.61%	131,007.45	125,500.00	5,507.45	104.39%
4-1200 · Off-Season	1,945.00	0.00	1,945.00	100.0%	10,350.00	6,000.00	4,350.00	172.5%
4-1400 · Misc Services	277.61	500.00	-222.39	55.52%	1,346.03	2,000.00	-653.97	67.3%
<b>Total 4-1000 · Facility Income</b>	<b>9,737.02</b>	<b>7,000.00</b>	<b>2,737.02</b>	<b>139.1%</b>	<b>142,703.48</b>	<b>133,500.00</b>	<b>9,203.48</b>	<b>106.89%</b>
<b>4-2000 · Service Dept Income</b>								
<b>4-2100 · Labor</b>								
4-2111 · Electrical-Plumbing	4,147.50	8,369.00	-4,221.50	49.56%	11,466.75	28,147.00	-16,680.25	40.74%
4-2112 · Fiberglass-Woodwork	4,785.00	12,554.00	-7,769.00	38.12%	42,047.06	36,255.00	5,792.06	115.98%
4-2113 · Mechanical	16,546.25	13,391.00	3,155.25	123.56%	32,743.50	44,025.00	-11,281.50	74.38%
4-2114 · Rigging	4,152.50	1,674.00	2,478.50	248.06%	10,662.50	8,079.00	2,583.50	131.98%
<b>4-2120 · Unit Billed Services</b>								
4-2121 · Haul Out/Launch	2,012.00	4,921.00	-2,909.00	40.89%	44,249.79	58,929.00	-14,679.21	75.09%
4-2122 · Other Unit Billed	1,035.50	937.00	98.50	110.51%	6,866.50	11,224.00	-4,357.50	61.18%
<b>Total 4-2120 · Unit Billed Services</b>	<b>3,047.50</b>	<b>5,858.00</b>	<b>-2,810.50</b>	<b>52.02%</b>	<b>51,116.29</b>	<b>70,153.00</b>	<b>-19,036.71</b>	<b>72.86%</b>
<b>Total 4-2100 · Labor</b>	<b>32,678.75</b>	<b>41,846.00</b>	<b>-9,167.25</b>	<b>78.09%</b>	<b>148,036.10</b>	<b>186,659.00</b>	<b>-38,622.90</b>	<b>79.31%</b>
4-2200 · Materials	6,063.04	10,000.00	-3,936.96	60.63%	25,839.00	28,500.00	-2,661.00	90.66%
4-2300 · Contract Services	0.00	0.00	0.00	0.0%	5,000.00	1,000.00	4,000.00	500.0%
4-2400 · Misc Charges	1,517.57	750.00	767.57	202.34%	3,125.31	2,500.00	625.31	125.01%
4-2500 · Credit/Refunds	22.94	-100.00	122.94	-22.94%	22.94	-400.00	422.94	-5.74%
<b>Total 4-2000 · Service Dept Income</b>	<b>40,282.30</b>	<b>52,496.00</b>	<b>-12,213.70</b>	<b>76.73%</b>	<b>182,023.35</b>	<b>218,259.00</b>	<b>-36,235.65</b>	<b>83.4%</b>
<b>4-3000 · Ship Store Income</b>								
<b>4-3100 · Store Sales</b>								
4-3110 · Clothing	847.38	500.00	347.38	169.48%	1,280.87	1,765.00	-484.13	72.57%
4-3120 · Consumables	475.13	500.00	-24.87	95.03%	716.83	800.00	-83.17	89.6%
4-3130 · Marine Supplies	9,895.56	15,000.00	-5,104.44	65.97%	33,261.50	52,000.00	-18,738.50	63.96%
4-3140 · Personal Items	1,037.51	1,000.00	37.51	103.75%	1,712.86	2,250.00	-537.14	76.13%
4-3150 · Special Orders	640.64	5,000.00	-4,359.36	12.81%	7,120.44	18,500.00	-11,379.56	38.49%
<b>Total 4-3100 · Store Sales</b>	<b>12,896.22</b>	<b>22,000.00</b>	<b>-9,103.78</b>	<b>58.62%</b>	<b>44,092.50</b>	<b>75,315.00</b>	<b>-31,222.50</b>	<b>58.54%</b>
<b>4-3200 · Fuel Dock Sales</b>								
4-3210 · Diesel	2,835.26	1,500.00	1,335.26	189.02%	8,014.29	4,500.00	3,514.29	178.1%
4-3220 · Gasoline	12,202.23	15,000.00	-2,797.77	81.35%	21,895.07	23,500.00	-1,604.93	93.17%
4-3230 · Pump Out	350.76	400.00	-49.24	87.69%	559.32	630.00	-70.68	88.78%
<b>Total 4-3200 · Fuel Dock Sales</b>	<b>15,388.25</b>	<b>16,900.00</b>	<b>-1,511.75</b>	<b>91.06%</b>	<b>30,468.68</b>	<b>28,630.00</b>	<b>1,838.68</b>	<b>106.42%</b>
<b>Total 4-3000 · Ship Store Income</b>	<b>28,284.47</b>	<b>38,900.00</b>	<b>-10,615.53</b>	<b>72.71%</b>	<b>74,561.18</b>	<b>103,945.00</b>	<b>-29,383.82</b>	<b>71.73%</b>
<b>Total Income</b>	<b>78,303.79</b>	<b>98,396.00</b>	<b>-20,092.21</b>	<b>79.58%</b>	<b>399,288.01</b>	<b>455,704.00</b>	<b>-56,415.99</b>	<b>87.62%</b>
<b>Cost of Goods Sold</b>								
<b>5-2000 · Service Dept COGS</b>								
<b>5-2100 · Labor</b>								
<b>5-2110 · Billable Hourly Labor</b>								
5-2111 · Electrical-Plumbing	1,306.30	1,145.00	161.30	114.09%	4,118.61	5,060.00	-941.39	81.4%
5-2112 · Fiberglass-Woodworking	2,482.67	3,107.00	-624.33	79.91%	15,078.02	13,732.00	1,346.02	109.8%

**Washburn Marina**  
**Washburn Marina Budget vs. Actual**  
**July 2020**

Actual v Budget	July 20				Apr - Jul 20			
	Jul 20	Budget	\$ Over Budget	% of Budget	Jul 20	Budget	\$ Over Budget	% of Budget
5-2113 · Mechanical	3,227.38	1,635.00	1,592.38	197.39%	6,448.76	7,228.00	-779.24	89.22%
5-2114 · Rigging	884.93	327.00	557.93	270.62%	1,334.52	1,446.00	-111.48	92.29%
<b>Total 5-2110 · Billable Hourly Labor</b>	<b>7,901.28</b>	<b>6,214.00</b>	<b>1,687.28</b>	<b>127.15%</b>	<b>26,979.91</b>	<b>27,466.00</b>	<b>-486.09</b>	<b>98.23%</b>
5-2120 · Unit Billed Services								
5-2121 · Haul Out/Launch	1,634.38	1,648.00	-13.62	99.17%	10,307.60	7,284.00	3,023.60	141.51%
5-2122 · Other	0.00	314.00	-314.00	0.0%	1,033.47	1,388.00	-354.53	74.46%
<b>Total 5-2120 · Unit Billed Services</b>	<b>1,634.38</b>	<b>1,962.00</b>	<b>-327.62</b>	<b>83.3%</b>	<b>11,341.07</b>	<b>8,672.00</b>	<b>2,669.07</b>	<b>130.78%</b>
5-2100 · Labor - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Total 5-2100 · Labor</b>	<b>9,535.66</b>	<b>8,176.00</b>	<b>1,359.66</b>	<b>116.63%</b>	<b>38,320.98</b>	<b>36,138.00</b>	<b>2,182.98</b>	<b>106.04%</b>
5-2200 · Subcontract Services	0.00	0.00	0.00	0.0%	4,987.00	900.00	4,087.00	554.11%
5-2300 · Materials	5,697.16	7,000.00	-1,302.84	81.39%	17,948.31	19,950.00	-2,001.69	89.97%
<b>Total 5-2000 · Service Dept COGS</b>	<b>15,232.82</b>	<b>15,176.00</b>	<b>56.82</b>	<b>100.37%</b>	<b>61,256.29</b>	<b>56,988.00</b>	<b>4,268.29</b>	<b>107.49%</b>
5-3000 · Ship Store COGS								
5-3100 · Store Sales								
5-3110 · Clothing	712.61	400.00	312.61	178.15%	1,037.07	1,412.00	-374.93	73.45%
5-3120 · Consumables	323.97	375.00	-51.03	86.39%	488.32	600.00	-111.68	81.39%
5-3130 · Marine Supplies	6,239.45	9,750.00	-3,510.55	63.99%	21,701.28	33,800.00	-12,098.72	64.21%
5-3140 · Personal Items	707.13	760.00	-52.87	93.04%	1,059.93	1,710.00	-650.07	61.98%
5-3150 · Special Orders	467.90	3,500.00	-3,032.10	13.37%	4,776.41	12,950.00	-8,173.59	36.88%
<b>Total 5-3100 · Store Sales</b>	<b>8,451.06</b>	<b>14,785.00</b>	<b>-6,333.94</b>	<b>57.16%</b>	<b>29,063.01</b>	<b>50,472.00</b>	<b>-21,408.99</b>	<b>57.58%</b>
5-3200 · Fuel Dock Sales								
5-3210 · Diesel	1,652.26	1,200.00	452.26	137.69%	5,159.10	3,600.00	1,559.10	143.31%
5-3220 · Gasoline	7,483.66	12,000.00	-4,516.34	62.36%	13,875.18	18,800.00	-4,924.82	73.8%
<b>Total 5-3200 · Fuel Dock Sales</b>	<b>9,135.92</b>	<b>13,200.00</b>	<b>-4,064.08</b>	<b>69.21%</b>	<b>19,034.28</b>	<b>22,400.00</b>	<b>-3,365.72</b>	<b>84.97%</b>
<b>Total 5-3000 · Ship Store COGS</b>	<b>17,586.98</b>	<b>27,985.00</b>	<b>-10,398.02</b>	<b>62.84%</b>	<b>48,097.29</b>	<b>72,872.00</b>	<b>-24,774.71</b>	<b>66.0%</b>
<b>Total COGS</b>	<b>32,819.80</b>	<b>43,161.00</b>	<b>-10,341.20</b>	<b>76.04%</b>	<b>109,353.58</b>	<b>129,860.00</b>	<b>-20,506.42</b>	<b>84.21%</b>
<b>Gross Profit</b>	<b>45,483.99</b>	<b>55,235.00</b>	<b>-9,751.01</b>	<b>82.35%</b>	<b>289,934.43</b>	<b>325,844.00</b>	<b>-35,909.57</b>	<b>88.98%</b>
<b>Expense</b>								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	2,146.35	700.00	1,446.35	306.62%	3,308.02	3,050.00	258.02	108.46%
6-1120 · Buildings/Grounds	1,647.48	1,100.00	547.48	149.77%	5,519.08	6,000.00	-480.92	91.99%
<b>Total 6-1100 · Utilities</b>	<b>3,793.83</b>	<b>1,800.00</b>	<b>1,993.83</b>	<b>210.77%</b>	<b>8,827.10</b>	<b>9,050.00</b>	<b>-222.90</b>	<b>97.54%</b>
6-1200 · Maintenance & Supplies								
6-1210 · Marina	1,547.09	600.00	947.09	257.85%	2,251.18	2,050.00	201.18	109.81%
6-1220 · Buildings/Grounds	2,200.52	1,300.00	900.52	169.27%	4,903.69	5,200.00	-296.31	94.3%
<b>Total 6-1200 · Maintenance &amp; Supplies</b>	<b>3,747.61</b>	<b>1,900.00</b>	<b>1,847.61</b>	<b>197.24%</b>	<b>7,154.87</b>	<b>7,250.00</b>	<b>-95.13</b>	<b>98.69%</b>
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
<b>Total 6-1000 · Facility Expenses</b>	<b>7,541.44</b>	<b>4,200.00</b>	<b>3,341.44</b>	<b>179.56%</b>	<b>15,981.97</b>	<b>18,300.00</b>	<b>-2,318.03</b>	<b>87.33%</b>
6-2000 · Service Dept Expenses								
6-2100 · Non-Billable Wages & Taxes								
6-2110 · Non-Billable Salary & Wages								
6-2111 · Administrative	1,860.66	2,677.00	-816.34	69.51%	9,093.49	10,099.00	-1,005.51	90.04%
6-2112 · Warranty/Credit	836.45	382.00	454.45	218.97%	1,376.93	1,441.00	-64.07	95.55%

**Washburn Marina**  
**Washburn Marina Budget vs. Actual**  
**July 2020**

Actual v Budget	July 20				Apr - Jul 20			
	Jul 20	Budget	\$ Over Budget	% of Budget	Jul 20	Budget	\$ Over Budget	% of Budget
6-2113 · General Maintenance	699.21	765.00	-65.79	91.4%	1,227.23	2,886.00	-1,658.77	42.52%
<b>Total 6-2110 · Non-Billable Salary &amp; Wages</b>	<b>3,396.32</b>	<b>3,824.00</b>	<b>-427.68</b>	<b>88.82%</b>	<b>11,697.65</b>	<b>14,426.00</b>	<b>-2,728.35</b>	<b>81.09%</b>
6-2120 · FICA/Medicare	1,006.31	1,118.00	-111.69	90.01%	3,828.30	4,993.00	-1,164.70	76.67%
6-2130 · Unemployment Compensation	172.92	50.00	122.92	345.84%	756.71	460.00	296.71	164.5%
6-2140 · Workers Compensation	377.07	597.00	-219.93	63.16%	1,313.00	2,388.00	-1,075.00	54.98%
<b>Total 6-2100 · Non-Billable Wages &amp; Taxes</b>	<b>4,952.62</b>	<b>5,589.00</b>	<b>-636.38</b>	<b>88.61%</b>	<b>17,595.66</b>	<b>22,267.00</b>	<b>-4,671.34</b>	<b>79.02%</b>
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	632.48	657.00	-24.52	96.27%	1,112.96	1,314.00	-201.04	84.7%
6-2220 · Personal Time Compensation	181.26	957.00	-775.74	18.94%	491.24	3,828.00	-3,336.76	12.83%
6-2230 · Health Insurance	317.91	1,131.00	-813.09	28.11%	1,294.48	4,524.00	-3,229.52	28.61%
6-2240 · Retirement Plan	229.99	438.00	-208.01	52.51%	1,024.36	1,957.00	-932.64	52.34%
<b>Total 6-2200 · Employee Benefits</b>	<b>1,361.64</b>	<b>3,183.00</b>	<b>-1,821.36</b>	<b>42.78%</b>	<b>3,923.04</b>	<b>11,623.00</b>	<b>-7,699.96</b>	<b>33.75%</b>
6-2310 · Education & Training	166.67	167.00	-0.33	99.8%	666.68	668.00	-1.32	99.8%
6-2320 · Equipment Maintenance	1,038.01	615.00	423.01	168.78%	2,402.05	2,290.00	112.05	104.89%
6-2330 · Freight & Shipping	105.46	250.00	-144.54	42.18%	349.00	1,000.00	-651.00	34.9%
6-2340 · Hazardous Waste Removal	0.00	50.00	-50.00	0.0%	40.00	350.00	-310.00	11.43%
6-2350 · Small Tools	123.95	410.00	-286.05	30.23%	747.56	1,640.00	-892.44	45.58%
6-2360 · Supplies	-1,063.23	0.00	-1,063.23	100.0%	-2,556.23	0.00	-2,556.23	100.0%
6-2370 · Travel/Lodging/Meals	0.00	50.00	-50.00	0.0%	0.00	100.00	-100.00	0.0%
6-2380 · Uniforms	277.38	25.00	252.38	1,109.52%	2,243.20	1,050.00	1,193.20	213.64%
6-2390 · Utilities	98.67	95.00	3.67	103.86%	393.68	380.00	13.68	103.6%
6-2400 · Warranty Parts	621.86	150.00	471.86	414.57%	880.20	600.00	280.20	146.7%
<b>Total 6-2000 · Service Dept Expenses</b>	<b>7,683.03</b>	<b>10,584.00</b>	<b>-2,900.97</b>	<b>72.59%</b>	<b>26,684.84</b>	<b>41,968.00</b>	<b>-15,283.16</b>	<b>63.58%</b>
6-3000 · Ship Store Expenses								
6-3100 · Wages & Taxes								
6-3110 · Regular & OT Wages	4,239.96	4,804.00	-564.04	88.26%	13,855.91	19,450.00	-5,594.09	71.24%
6-3120 · FICA/Medicare	375.84	418.00	-42.16	89.91%	1,153.38	1,653.00	-499.62	69.78%
6-3130 · Unemployment Compensation	64.58	30.00	34.58	215.27%	213.97	120.00	93.97	178.31%
6-3140 · Workers Compensation	140.82	292.00	-151.18	48.23%	401.82	1,168.00	-766.18	34.4%
<b>Total 6-3100 · Wages &amp; Taxes</b>	<b>4,821.20</b>	<b>5,544.00</b>	<b>-722.80</b>	<b>86.96%</b>	<b>15,625.08</b>	<b>22,391.00</b>	<b>-6,765.92</b>	<b>69.78%</b>
6-3200 · Employee Benefits								
6-3210 · Holiday Pay	244.32	235.00	9.32	103.97%	403.76	470.00	-66.24	85.91%
6-3220 · Personal Time Compensation	428.50	421.00	7.50	101.78%	650.98	1,684.00	-1,033.02	38.66%
6-3230 · Health Insurance	368.83	377.00	-8.17	97.83%	1,345.39	1,508.00	-162.61	89.22%
6-3240 · Retirement Plan	143.21	161.00	-17.79	88.95%	692.66	689.00	3.66	100.53%
<b>Total 6-3200 · Employee Benefits</b>	<b>1,184.86</b>	<b>1,194.00</b>	<b>-9.14</b>	<b>99.24%</b>	<b>3,092.79</b>	<b>4,351.00</b>	<b>-1,258.21</b>	<b>71.08%</b>
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3310 · Equipment/Maintenance	132.95	25.00	107.95	531.8%	132.95	100.00	32.95	132.95%
6-3320 · Freight/Shipping	30.34	200.00	-169.66	15.17%	246.07	800.00	-553.93	30.76%
6-3330 · Supplies	0.00	100.00	-100.00	0.0%	0.23	400.00	-399.77	0.06%
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	97.30	91.00	6.30	106.92%	390.31	364.00	26.31	107.23%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	-0.01	0.00	-0.01	100.0%

## Washburn Marina Washburn Marina Budget vs. Actual July 2020

Actual v Budget					Apr - Jul			
	Jul 20	Budget	\$ Over Budget	% of Budget	20	Budget	\$ Over Budget	% of Budget
<b>Total 6-3000 · Ship Store Expenses</b>	6,266.65	7,154.00	-887.35	87.6%	19,499.03	29,006.00	-9,506.97	67.22%
<b>6-4000 · General Expenses</b>								
<b>6-4100 · Wages &amp; Taxes</b>								
6-4110 · Administration Wages	9,222.50	8,904.00	318.50	103.58%	39,351.57	36,016.00	3,335.57	109.26%
6-4120 · Repair/Maintenance Wages	2,817.41	3,721.00	-903.59	75.72%	12,259.97	13,614.00	-1,354.03	90.05%
6-4130 · FICA/Medicare	940.65	1,028.00	-87.35	91.5%	4,106.25	3,985.00	121.25	103.04%
6-4140 · Unemployment Compensation	161.62	65.00	96.62	248.65%	839.59	190.00	649.59	441.89%
6-4150 · Workers Compensation	352.45	337.00	15.45	104.59%	1,395.92	1,255.00	140.92	111.23%
<b>Total 6-4100 · Wages &amp; Taxes</b>	13,494.63	14,055.00	-560.37	96.01%	57,953.30	55,060.00	2,893.30	105.26%
<b>6-4200 · Employee Benefits</b>								
6-4210 · Holiday Pay	256.00	200.00	56.00	128.0%	660.32	400.00	260.32	165.08%
6-4220 · Personal Time Compensation	0.00	206.00	-206.00	0.0%	625.73	824.00	-198.27	75.94%
6-4230 · Health Insurance	770.88	1,279.00	-508.12	60.27%	3,288.18	5,116.00	-1,827.82	64.27%
6-4240 · Retirement Plan	222.90	325.00	-102.10	68.59%	994.05	1,346.00	-351.95	73.85%
<b>Total 6-4200 · Employee Benefits</b>	1,249.78	2,010.00	-760.22	62.18%	5,568.28	7,686.00	-2,117.72	72.45%
<b>6-4300 · Advertising &amp; Marketing</b>	550.25	750.00	-199.75	73.37%	2,379.74	4,550.00	-2,170.26	52.3%
6-4310 · Contract Services	64.17	38.00	26.17	168.87%	159.86	152.00	7.86	105.17%
6-4320 · Donations	0.00	100.00	-100.00	0.0%	0.00	100.00	-100.00	0.0%
6-4330 · Education & Training	166.66	167.00	-0.34	99.8%	666.64	668.00	-1.36	99.8%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	365.94	75.00	290.94	487.92%
6-4350 · Insurance	1,158.08	1,400.00	-241.92	82.72%	4,632.32	5,600.00	-967.68	82.72%
6-4370 · License/Permit/Fee/Dues/Subscr	125.00	250.00	-125.00	50.0%	621.00	850.00	-229.00	73.06%
6-4380 · Office Supplies/Postage	338.21	175.00	163.21	193.26%	1,013.88	700.00	313.88	144.84%
6-4390 · Professional Services	0.00	150.00	-150.00	0.0%	2,500.00	2,950.00	-450.00	84.75%
6-4400 · Service Charges	1,423.50	1,350.00	73.50	105.44%	5,804.17	7,950.00	-2,145.83	73.01%
6-4410 · Supplies	74.97	100.00	-25.03	74.97%	165.88	400.00	-234.12	41.47%
6-4420 · Travel/Lodging/Miles	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	737.52	350.00	387.52	210.72%
6-4440 · Utilities	271.12	277.00	-5.88	97.88%	1,091.11	1,108.00	-16.89	98.48%
6-4450 · Misc Expenses	42.23	125.00	-82.77	33.78%	121.37	500.00	-378.63	24.27%
6-4460 · Purchases Discount	-110.67	-50.00	-60.67	221.34%	-155.29	-200.00	44.71	77.65%
<b>Total 6-4000 · General Expenses</b>	18,847.93	20,922.00	-2,074.07	90.09%	83,625.72	88,499.00	-4,873.28	94.49%
<b>Total Expense</b>	40,339.05	42,860.00	-2,520.95	94.12%	145,791.56	177,773.00	-31,981.44	82.01%
<b>Net Ordinary Income</b>	5,144.94	12,375.00	-7,230.06	41.58%	144,142.87	148,071.00	-3,928.13	97.35%
<b>Net Income</b>	5,144.94	12,375.00	-7,230.06	41.58%	144,142.87	148,071.00	-3,928.13	97.35%

**Washburn Marina  
Facilities Budget vs. Actual  
July 2020**

Actual v Budget								
	Jul 20	Budget	\$ Over Budget	% of Budget	Apr - Jul 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4-1000 · Facility Income								
4-1100 · In-Season	7,514.41	6,500.00	1,014.41	115.61%	131,007.45	125,500.00	5,507.45	104.39%
4-1200 · Off-Season	1,945.00	0.00	1,945.00	100.0%	10,350.00	6,000.00	4,350.00	172.5%
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	277.61	500.00	-222.39	55.52%	1,346.03	2,000.00	-653.97	67.3%
<b>Total 4-1000 · Facility Income</b>	<b>9,737.02</b>	<b>7,000.00</b>	<b>2,737.02</b>	<b>139.1%</b>	<b>282,938.28</b>	<b>273,735.00</b>	<b>9,203.28</b>	<b>103.36%</b>
<b>Total Income</b>	<b>9,737.02</b>	<b>7,000.00</b>	<b>2,737.02</b>	<b>139.1%</b>	<b>282,938.28</b>	<b>273,735.00</b>	<b>9,203.28</b>	<b>103.36%</b>
<b>Gross Profit</b>	<b>9,737.02</b>	<b>7,000.00</b>	<b>2,737.02</b>	<b>139.1%</b>	<b>282,938.28</b>	<b>273,735.00</b>	<b>9,203.28</b>	<b>103.36%</b>
<b>Expense</b>								
6-1000 · Facility Expenses								
6-1100 · Utilities								
6-1110 · Marina	2,146.35	700.00	1,446.35	306.62%	3,308.02	3,050.00	258.02	108.46%
6-1120 · Buildings/Grounds	1,647.48	1,100.00	547.48	149.77%	5,519.08	6,000.00	-480.92	91.99%
<b>Total 6-1100 · Utilities</b>	<b>3,793.83</b>	<b>1,800.00</b>	<b>1,993.83</b>	<b>210.77%</b>	<b>8,827.10</b>	<b>9,050.00</b>	<b>-222.90</b>	<b>97.54%</b>
6-1200 · Maintenance & Supplies								
6-1210 · Marina	1,547.09	600.00	947.09	257.85%	2,251.18	2,050.00	201.18	109.81%
6-1220 · Buildings/Grounds	2,200.52	1,300.00	900.52	169.27%	4,903.69	5,200.00	-296.31	94.3%
<b>Total 6-1200 · Maintenance &amp; Supplies</b>	<b>3,747.61</b>	<b>1,900.00</b>	<b>1,847.61</b>	<b>197.24%</b>	<b>7,154.87</b>	<b>7,250.00</b>	<b>-95.13</b>	<b>98.69%</b>
6-1300 · Contingent Expense	0.00	500.00	-500.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
<b>Total 6-1000 · Facility Expenses</b>	<b>7,541.44</b>	<b>4,200.00</b>	<b>3,341.44</b>	<b>179.56%</b>	<b>15,981.97</b>	<b>18,300.00</b>	<b>-2,318.03</b>	<b>87.33%</b>
<b>Total Expense</b>	<b>7,541.44</b>	<b>4,200.00</b>	<b>3,341.44</b>	<b>179.56%</b>	<b>15,981.97</b>	<b>18,300.00</b>	<b>-2,318.03</b>	<b>87.33%</b>
<b>Net Ordinary Income</b>	<b>2,195.58</b>	<b>2,800.00</b>	<b>-604.42</b>	<b>78.41%</b>	<b>266,956.31</b>	<b>255,435.00</b>	<b>11,521.31</b>	<b>104.51%</b>
<b>Net Income</b>	<b>2,195.58</b>	<b>2,800.00</b>	<b>-604.42</b>	<b>78.41%</b>	<b>266,956.31</b>	<b>255,435.00</b>	<b>11,521.31</b>	<b>104.51%</b>
<b>Previous Year Comparison</b>								
	Jul 20	Jul 19	\$ Change	% Change	Apr - Jul 20	Apr - Jul 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4-1000 · Facility Income	9,737.02	9,373.06	363.96	3.88%	282,938.28	271,154.40	11,783.88	4.35%
<b>Total Income</b>	<b>9,737.02</b>	<b>9,373.06</b>	<b>363.96</b>	<b>3.88%</b>	<b>282,938.28</b>	<b>271,154.40</b>	<b>11,783.88</b>	<b>4.35%</b>
<b>Gross Profit</b>	<b>9,737.02</b>	<b>9,373.06</b>	<b>363.96</b>	<b>3.88%</b>	<b>282,938.28</b>	<b>271,154.40</b>	<b>11,783.88</b>	<b>4.35%</b>
<b>Expense</b>								
6-1000 · Facility Expenses	7,541.44	3,887.65	3,653.79	93.99%	15,981.97	18,350.48	-2,368.51	-12.91%
<b>Total Expense</b>	<b>7,541.44</b>	<b>3,887.65</b>	<b>3,653.79</b>	<b>93.99%</b>	<b>15,981.97</b>	<b>18,350.48</b>	<b>-2,368.51</b>	<b>-12.91%</b>
<b>Net Ordinary Income</b>	<b>2,195.58</b>	<b>5,485.41</b>	<b>-3,289.83</b>	<b>-59.97%</b>	<b>266,956.31</b>	<b>252,803.92</b>	<b>14,152.39</b>	<b>5.6%</b>
<b>Net Income</b>	<b>2,195.58</b>	<b>5,485.41</b>	<b>-3,289.83</b>	<b>-59.97%</b>	<b>266,956.31</b>	<b>252,803.92</b>	<b>14,152.39</b>	<b>5.6%</b>

## Washburn Marina Service Department Budget vs. Actual July 2020

Actual v Budget	Jul 20	Budget	\$ Over Budget	% of Budget	Apr - Jul 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4-2000 · Service Dept Income</b>								
<b>4-2100 · Labor</b>								
4-2111 · Electrical-Plumbing	4,147.50	8,369.00	-4,221.50	49.56%	11,466.75	28,147.00	-16,680.25	40.74%
4-2112 · Fiberglass-Woodwork	4,785.00	12,554.00	-7,769.00	38.12%	42,047.06	36,255.00	5,792.06	115.98%
4-2113 · Mechanical	16,546.25	13,391.00	3,155.25	123.56%	32,743.50	44,025.00	-11,281.50	74.38%
4-2114 · Rigging	4,152.50	1,674.00	2,478.50	248.06%	10,662.50	8,079.00	2,583.50	131.98%
<b>4-2120 · Unit Billed Services</b>								
4-2121 · Haul Out/Launch	2,012.00	4,921.00	-2,909.00	40.89%	44,249.79	58,929.00	-14,679.21	75.09%
4-2122 · Other Unit Billed	1,035.50	937.00	98.50	110.51%	6,866.50	11,224.00	-4,357.50	61.18%
<b>Total 4-2120 · Unit Billed Services</b>	<b>3,047.50</b>	<b>5,858.00</b>	<b>-2,810.50</b>	<b>52.02%</b>	<b>51,116.29</b>	<b>70,153.00</b>	<b>-19,036.71</b>	<b>72.86%</b>
<b>Total 4-2100 · Labor</b>	<b>32,678.75</b>	<b>41,846.00</b>	<b>-9,167.25</b>	<b>78.09%</b>	<b>148,036.10</b>	<b>186,659.00</b>	<b>-38,622.90</b>	<b>79.31%</b>
<b>4-2200 · Materials</b>	6,063.04	10,000.00	-3,936.96	60.63%	25,839.00	28,500.00	-2,661.00	90.66%
<b>4-2300 · Contract Services</b>	0.00	0.00	0.00	0.0%	5,000.00	1,000.00	4,000.00	500.0%
<b>4-2400 · Misc Charges</b>	1,517.57	750.00	767.57	202.34%	3,125.31	2,500.00	625.31	125.01%
<b>4-2500 · Credit/Refunds</b>	22.94	-100.00	122.94	-22.94%	22.94	-400.00	422.94	-5.74%
<b>Total 4-2000 · Service Dept Income</b>	<b>40,282.30</b>	<b>52,496.00</b>	<b>-12,213.70</b>	<b>76.73%</b>	<b>182,023.35</b>	<b>218,259.00</b>	<b>-36,235.65</b>	<b>83.4%</b>
<b>Total Income</b>	<b>40,282.30</b>	<b>52,496.00</b>	<b>-12,213.70</b>	<b>76.73%</b>	<b>182,023.35</b>	<b>218,259.00</b>	<b>-36,235.65</b>	<b>83.4%</b>
<b>Cost of Goods Sold</b>								
<b>5-2000 · Service Dept COGS</b>								
<b>5-2100 · Labor</b>								
<b>5-2110 · Billable Hourly Labor</b>								
5-2111 · Electrical-Plumbing	1,306.30	1,145.00	161.30	114.09%	4,118.61	5,060.00	-941.39	81.4%
5-2112 · Fiberglass-Woodworking	2,482.67	3,107.00	-624.33	79.91%	15,078.02	13,732.00	1,346.02	109.8%
5-2113 · Mechanical	3,227.38	1,635.00	1,592.38	197.39%	6,448.76	7,228.00	-779.24	89.22%
5-2114 · Rigging	884.93	327.00	557.93	270.62%	1,334.52	1,446.00	-111.48	92.29%
<b>Total 5-2110 · Billable Hourly Labor</b>	<b>7,901.28</b>	<b>6,214.00</b>	<b>1,687.28</b>	<b>127.15%</b>	<b>26,979.91</b>	<b>27,466.00</b>	<b>-486.09</b>	<b>98.23%</b>
<b>5-2120 · Unit Billed Services</b>								
5-2121 · Haul Out/Launch	1,634.38	1,648.00	-13.62	99.17%	10,307.60	7,284.00	3,023.60	141.51%
5-2122 · Other	0.00	314.00	-314.00	0.0%	1,033.47	1,388.00	-354.53	74.46%
<b>Total 5-2120 · Unit Billed Services</b>	<b>1,634.38</b>	<b>1,962.00</b>	<b>-327.62</b>	<b>83.3%</b>	<b>11,341.07</b>	<b>8,672.00</b>	<b>2,669.07</b>	<b>130.78%</b>
<b>5-2100 · Labor - Other</b>	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Total 5-2100 · Labor</b>	<b>9,535.66</b>	<b>8,176.00</b>	<b>1,359.66</b>	<b>116.63%</b>	<b>38,320.98</b>	<b>36,138.00</b>	<b>2,182.98</b>	<b>106.04%</b>
<b>5-2200 · Subcontract Services</b>	0.00	0.00	0.00	0.0%	4,987.00	900.00	4,087.00	554.11%
<b>5-2300 · Materials</b>	5,697.16	7,000.00	-1,302.84	81.39%	17,948.31	19,950.00	-2,001.69	89.97%
<b>Total 5-2000 · Service Dept COGS</b>	<b>15,232.82</b>	<b>15,176.00</b>	<b>56.82</b>	<b>100.37%</b>	<b>61,256.29</b>	<b>56,988.00</b>	<b>4,268.29</b>	<b>107.49%</b>
<b>Total COGS</b>	<b>15,232.82</b>	<b>15,176.00</b>	<b>56.82</b>	<b>100.37%</b>	<b>61,256.29</b>	<b>56,988.00</b>	<b>4,268.29</b>	<b>107.49%</b>
<b>Gross Profit</b>	<b>25,049.48</b>	<b>37,320.00</b>	<b>-12,270.52</b>	<b>67.12%</b>	<b>120,767.06</b>	<b>161,271.00</b>	<b>-40,503.94</b>	<b>74.89%</b>
<b>Expense</b>								
<b>6-2000 · Service Dept Expenses</b>								
<b>6-2100 · Non-Billable Wages &amp; Taxes</b>								
<b>6-2110 · Non-Billable Salary &amp; Wages</b>								
6-2111 · Administrative	1,860.66	2,677.00	-816.34	69.51%	9,093.49	10,099.00	-1,005.51	90.04%

**Washburn Marina**  
**Service Department Budget vs. Actual**  
**July 2020**

Actual v Budget					Apr - Jul			
	Jul 20	Budget	\$ Over Budget	% of Budget	20	Budget	\$ Over Budget	% of Budget
6-2112 · Warranty/Credit	836.45	382.00	454.45	218.97%	1,376.93	1,441.00	-64.07	95.55%
6-2113 · General Maintenance	699.21	765.00	-65.79	91.4%	1,227.23	2,886.00	-1,658.77	42.52%
<b>Total 6-2110 · Non-Billable Salary &amp; Wages</b>	<b>3,396.32</b>	<b>3,824.00</b>	<b>-427.68</b>	<b>88.82%</b>	<b>11,697.65</b>	<b>14,426.00</b>	<b>-2,728.35</b>	<b>81.09%</b>
6-2120 · FICA/Medicare	1,006.31	1,118.00	-111.69	90.01%	3,828.30	4,993.00	-1,164.70	76.67%
6-2130 · Unemployment Compensation	172.92	50.00	122.92	345.84%	756.71	460.00	296.71	164.5%
6-2140 · Workers Compensation	377.07	597.00	-219.93	63.16%	1,313.00	2,388.00	-1,075.00	54.98%
<b>Total 6-2100 · Non-Billable Wages &amp; Taxes</b>	<b>4,952.62</b>	<b>5,589.00</b>	<b>-636.38</b>	<b>88.61%</b>	<b>17,595.66</b>	<b>22,267.00</b>	<b>-4,671.34</b>	<b>79.02%</b>
6-2200 · Employee Benefits								
6-2210 · Holiday Pay	632.48	657.00	-24.52	96.27%	1,112.96	1,314.00	-201.04	84.7%
6-2220 · Personal Time Compensation	181.26	957.00	-775.74	18.94%	491.24	3,828.00	-3,336.76	12.83%
6-2230 · Health Insurance	317.91	1,131.00	-813.09	28.11%	1,294.48	4,524.00	-3,229.52	28.61%
6-2240 · Retirement Plan	229.99	438.00	-208.01	52.51%	1,024.36	1,957.00	-932.64	52.34%
<b>Total 6-2200 · Employee Benefits</b>	<b>1,361.64</b>	<b>3,183.00</b>	<b>-1,821.36</b>	<b>42.78%</b>	<b>3,923.04</b>	<b>11,623.00</b>	<b>-7,699.96</b>	<b>33.75%</b>
6-2310 · Education & Training	166.67	167.00	-0.33	99.8%	666.68	668.00	-1.32	99.8%
6-2320 · Equipment Maintenance	1,038.01	615.00	423.01	168.78%	2,402.05	2,290.00	112.05	104.89%
6-2330 · Freight & Shipping	105.46	250.00	-144.54	42.18%	349.00	1,000.00	-651.00	34.9%
6-2340 · Hazardous Waste Removal	0.00	50.00	-50.00	0.0%	40.00	350.00	-310.00	11.43%
6-2350 · Small Tools	123.95	410.00	-286.05	30.23%	747.56	1,640.00	-892.44	45.58%
6-2360 · Supplies	-1,063.23	0.00	-1,063.23	100.0%	-2,556.23	0.00	-2,556.23	100.0%
6-2370 · Travel/Lodging/Meals	0.00	50.00	-50.00	0.0%	0.00	100.00	-100.00	0.0%
6-2380 · Uniforms	277.38	25.00	252.38	1,109.52%	2,243.20	1,050.00	1,193.20	213.64%
6-2390 · Utilities	98.67	95.00	3.67	103.86%	393.68	380.00	13.68	103.6%
6-2400 · Warranty Parts	621.86	150.00	471.86	414.57%	880.20	600.00	280.20	146.7%
<b>Total 6-2000 · Service Dept Expenses</b>	<b>7,683.03</b>	<b>10,584.00</b>	<b>-2,900.97</b>	<b>72.59%</b>	<b>26,684.84</b>	<b>41,968.00</b>	<b>-15,283.16</b>	<b>63.58%</b>
<b>Total Expense</b>	<b>7,683.03</b>	<b>10,584.00</b>	<b>-2,900.97</b>	<b>72.59%</b>	<b>26,684.84</b>	<b>41,968.00</b>	<b>-15,283.16</b>	<b>63.58%</b>
<b>Net Ordinary Income</b>	<b>17,366.45</b>	<b>26,736.00</b>	<b>-9,369.55</b>	<b>64.96%</b>	<b>94,082.22</b>	<b>119,303.00</b>	<b>-25,220.78</b>	<b>78.86%</b>
<b>Net Income</b>	<b>17,366.45</b>	<b>26,736.00</b>	<b>-9,369.55</b>	<b>64.96%</b>	<b>94,082.22</b>	<b>119,303.00</b>	<b>-25,220.78</b>	<b>78.86%</b>

  

Previous Year Comparison					Apr - Jul			% Change
	Jul 20	Jul 19	\$ Change	% Change	20	19	\$ Change	
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4-2000 · Service Dept Income	40,282.30	53,233.91	-12,951.61	-24.33%	182,023.35	263,551.39	-81,528.04	-30.93%
<b>Total Income</b>	<b>40,282.30</b>	<b>53,233.91</b>	<b>-12,951.61</b>	<b>-24.33%</b>	<b>182,023.35</b>	<b>263,551.39</b>	<b>-81,528.04</b>	<b>-30.93%</b>
<b>Cost of Goods Sold</b>								
5-2000 · Service Dept COGS	15,232.82	13,702.57	1,530.25	11.17%	61,256.29	75,878.17	-14,621.88	-19.27%
<b>Total COGS</b>	<b>15,232.82</b>	<b>13,702.57</b>	<b>1,530.25</b>	<b>11.17%</b>	<b>61,256.29</b>	<b>75,878.17</b>	<b>-14,621.88</b>	<b>-19.27%</b>
<b>Gross Profit</b>	<b>25,049.48</b>	<b>39,531.34</b>	<b>-14,481.86</b>	<b>-36.63%</b>	<b>120,767.06</b>	<b>187,673.22</b>	<b>-66,906.16</b>	<b>-35.65%</b>
<b>Expense</b>								
6-2000 · Service Dept Expenses	7,683.03	9,477.46	-1,794.43	-18.93%	26,684.84	39,443.00	-12,758.16	-32.35%
<b>Total Expense</b>	<b>7,683.03</b>	<b>9,477.46</b>	<b>-1,794.43</b>	<b>-18.93%</b>	<b>26,684.84</b>	<b>39,443.00</b>	<b>-12,758.16</b>	<b>-32.35%</b>
<b>Net Ordinary Income</b>	<b>17,366.45</b>	<b>30,053.88</b>	<b>-12,687.43</b>	<b>-42.22%</b>	<b>94,082.22</b>	<b>148,230.22</b>	<b>-54,148.00</b>	<b>-36.53%</b>
<b>Net Income</b>	<b>17,366.45</b>	<b>30,053.88</b>	<b>-12,687.43</b>	<b>-42.22%</b>	<b>94,082.22</b>	<b>148,230.22</b>	<b>-54,148.00</b>	<b>-36.53%</b>

## Washburn Marina Ship Store Budget vs. Actual July 2020

Actual v Budget	Jul 20	Budget	\$ Over Budget	% of Budget	Apr - Jul 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4-3000 · Ship Store Income</b>								
<b>4-3100 · Store Sales</b>								
4-3110 · Clothing	847.38	500.00	347.38	169.48%	1,280.87	1,765.00	-484.13	72.57%
4-3120 · Consumables	475.13	500.00	-24.87	95.03%	716.83	800.00	-83.17	89.6%
4-3130 · Marine Supplies	9,895.56	15,000.00	-5,104.44	65.97%	33,261.50	52,000.00	-18,738.50	63.96%
4-3140 · Personal Items	1,037.51	1,000.00	37.51	103.75%	1,712.86	2,250.00	-537.14	76.13%
4-3150 · Special Orders	640.64	5,000.00	-4,359.36	12.81%	7,120.44	18,500.00	-11,379.56	38.49%
<b>Total 4-3100 · Store Sales</b>	<b>12,896.22</b>	<b>22,000.00</b>	<b>-9,103.78</b>	<b>58.62%</b>	<b>44,092.50</b>	<b>75,315.00</b>	<b>-31,222.50</b>	<b>58.54%</b>
<b>4-3200 · Fuel Dock Sales</b>								
4-3210 · Diesel	2,835.26	1,500.00	1,335.26	189.02%	8,014.29	4,500.00	3,514.29	178.1%
4-3220 · Gasoline	12,202.23	15,000.00	-2,797.77	81.35%	21,895.07	23,500.00	-1,604.93	93.17%
4-3230 · Pump Out	350.76	400.00	-49.24	87.69%	559.32	630.00	-70.68	88.78%
<b>Total 4-3200 · Fuel Dock Sales</b>	<b>15,388.25</b>	<b>16,900.00</b>	<b>-1,511.75</b>	<b>91.06%</b>	<b>30,468.68</b>	<b>28,630.00</b>	<b>1,838.68</b>	<b>106.42%</b>
<b>Total 4-3000 · Ship Store Income</b>	<b>28,284.47</b>	<b>38,900.00</b>	<b>-10,615.53</b>	<b>72.71%</b>	<b>74,561.18</b>	<b>103,945.00</b>	<b>-29,383.82</b>	<b>71.73%</b>
<b>Total Income</b>	<b>28,284.47</b>	<b>38,900.00</b>	<b>-10,615.53</b>	<b>72.71%</b>	<b>74,561.18</b>	<b>103,945.00</b>	<b>-29,383.82</b>	<b>71.73%</b>
<b>Cost of Goods Sold</b>								
<b>5-3000 · Ship Store COGS</b>								
<b>5-3100 · Store Sales</b>								
5-3110 · Clothing	712.61	400.00	312.61	178.15%	1,037.07	1,412.00	-374.93	73.45%
5-3120 · Consumables	323.97	375.00	-51.03	86.39%	488.32	600.00	-111.68	81.39%
5-3130 · Marine Supplies	6,239.45	9,750.00	-3,510.55	63.99%	21,701.28	33,800.00	-12,098.72	64.21%
5-3140 · Personal Items	707.13	760.00	-52.87	93.04%	1,059.93	1,710.00	-650.07	61.98%
5-3150 · Special Orders	467.90	3,500.00	-3,032.10	13.37%	4,776.41	12,950.00	-8,173.59	36.88%
<b>Total 5-3100 · Store Sales</b>	<b>8,451.06</b>	<b>14,785.00</b>	<b>-6,333.94</b>	<b>57.16%</b>	<b>29,063.01</b>	<b>50,472.00</b>	<b>-21,408.99</b>	<b>57.58%</b>
<b>5-3200 · Fuel Dock Sales</b>								
5-3210 · Diesel	1,652.26	1,200.00	452.26	137.69%	5,159.10	3,600.00	1,559.10	143.31%
5-3220 · Gasoline	7,483.66	12,000.00	-4,516.34	62.36%	13,875.18	18,800.00	-4,924.82	73.8%
<b>Total 5-3200 · Fuel Dock Sales</b>	<b>9,135.92</b>	<b>13,200.00</b>	<b>-4,064.08</b>	<b>69.21%</b>	<b>19,034.28</b>	<b>22,400.00</b>	<b>-3,365.72</b>	<b>84.97%</b>
<b>Total 5-3000 · Ship Store COGS</b>	<b>17,586.98</b>	<b>27,985.00</b>	<b>-10,398.02</b>	<b>62.84%</b>	<b>48,097.29</b>	<b>72,872.00</b>	<b>-24,774.71</b>	<b>66.0%</b>
<b>Total COGS</b>	<b>17,586.98</b>	<b>27,985.00</b>	<b>-10,398.02</b>	<b>62.84%</b>	<b>48,097.29</b>	<b>72,872.00</b>	<b>-24,774.71</b>	<b>66.0%</b>
<b>Gross Profit</b>	<b>10,697.49</b>	<b>10,915.00</b>	<b>-217.51</b>	<b>98.01%</b>	<b>26,463.89</b>	<b>31,073.00</b>	<b>-4,609.11</b>	<b>85.17%</b>
<b>Expense</b>								
<b>6-3000 · Ship Store Expenses</b>								
<b>6-3100 · Wages &amp; Taxes</b>								
6-3110 · Regular & OT Wages	4,239.96	4,804.00	-564.04	88.26%	13,855.91	19,450.00	-5,594.09	71.24%
6-3120 · FICA/Medicare	375.84	418.00	-42.16	89.91%	1,153.38	1,653.00	-499.62	69.78%
6-3130 · Unemployment Compensation	64.58	30.00	34.58	215.27%	213.97	120.00	93.97	178.31%
6-3140 · Workers Compensation	140.82	292.00	-151.18	48.23%	401.82	1,168.00	-766.18	34.4%
<b>Total 6-3100 · Wages &amp; Taxes</b>	<b>4,821.20</b>	<b>5,544.00</b>	<b>-722.80</b>	<b>86.96%</b>	<b>15,625.08</b>	<b>22,391.00</b>	<b>-6,765.92</b>	<b>69.78%</b>
<b>6-3200 · Employee Benefits</b>								
6-3210 · Holiday Pay	244.32	235.00	9.32	103.97%	403.76	470.00	-66.24	85.91%

Washburn Marina  
Ship Store Budget vs. Actual  
July 2020

Actual v Budget	Actual v Budget				Apr - Jul			
	Jul 20	Budget	\$ Over Budget	% of Budget	20	Budget	\$ Over Budget	% of Budget
6-3220 · Personal Time Compensation	428.50	421.00	7.50	101.78%	650.98	1,684.00	-1,033.02	38.66%
6-3230 · Health Insurance	368.83	377.00	-8.17	97.83%	1,345.39	1,508.00	-162.61	89.22%
6-3240 · Retirement Plan	143.21	161.00	-17.79	88.95%	692.66	689.00	3.66	100.53%
<b>Total 6-3200 · Employee Benefits</b>	<b>1,184.86</b>	<b>1,194.00</b>	<b>-9.14</b>	<b>99.24%</b>	<b>3,092.79</b>	<b>4,351.00</b>	<b>-1,258.21</b>	<b>71.08%</b>
6-3300 · Education & Training	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-3310 · Equipment/Maintenance	132.95	25.00	107.95	531.8%	132.95	100.00	32.95	132.95%
6-3320 · Freight/Shipping	30.34	200.00	-169.66	15.17%	246.07	800.00	-553.93	30.76%
6-3330 · Supplies	0.00	100.00	-100.00	0.0%	0.23	400.00	-399.77	0.06%
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	97.30	91.00	6.30	106.92%	390.31	364.00	26.31	107.23%
6-3370 · Over/Under	0.00	0.00	0.00	0.0%	-0.01	0.00	-0.01	100.0%
<b>Total 6-3000 · Ship Store Expenses</b>	<b>6,266.65</b>	<b>7,154.00</b>	<b>-887.35</b>	<b>87.6%</b>	<b>19,499.03</b>	<b>29,006.00</b>	<b>-9,506.97</b>	<b>67.22%</b>
<b>Total Expense</b>	<b>6,266.65</b>	<b>7,154.00</b>	<b>-887.35</b>	<b>87.6%</b>	<b>19,499.03</b>	<b>29,006.00</b>	<b>-9,506.97</b>	<b>67.22%</b>
<b>Net Ordinary Income</b>	<b>4,430.84</b>	<b>3,761.00</b>	<b>669.84</b>	<b>117.81%</b>	<b>6,964.86</b>	<b>2,067.00</b>	<b>4,897.86</b>	<b>336.96%</b>
<b>Net Income</b>	<b>4,430.84</b>	<b>3,761.00</b>	<b>669.84</b>	<b>117.81%</b>	<b>6,964.86</b>	<b>2,067.00</b>	<b>4,897.86</b>	<b>336.96%</b>

  

Previous Year Comparison	Previous Year Comparison				Apr - Jul			
	Jul 20	Jul 19	\$ Change	% Change	20	19	\$ Change	% Change
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
4-3000 · Ship Store Income	28,284.47	36,023.60	-7,739.13	-21.48%	74,561.18	93,271.70	-18,710.52	-20.06%
<b>Total Income</b>	<b>28,284.47</b>	<b>36,023.60</b>	<b>-7,739.13</b>	<b>-21.48%</b>	<b>74,561.18</b>	<b>93,271.70</b>	<b>-18,710.52</b>	<b>-20.06%</b>
<b>Cost of Goods Sold</b>								
5-3000 · Ship Store COGS	17,586.98	26,310.06	-8,723.08	-33.16%	48,097.29	68,134.57	-20,037.28	-29.41%
<b>Total COGS</b>	<b>17,586.98</b>	<b>26,310.06</b>	<b>-8,723.08</b>	<b>-33.16%</b>	<b>48,097.29</b>	<b>68,134.57</b>	<b>-20,037.28</b>	<b>-29.41%</b>
<b>Gross Profit</b>	<b>10,697.49</b>	<b>9,713.54</b>	<b>983.95</b>	<b>10.13%</b>	<b>26,463.89</b>	<b>25,137.13</b>	<b>1,326.76</b>	<b>5.28%</b>
<b>Expense</b>								
6-3000 · Ship Store Expenses	6,266.65	6,541.93	-275.28	-4.21%	19,499.03	25,671.74	-6,172.71	-24.05%
<b>Total Expense</b>	<b>6,266.65</b>	<b>6,541.93</b>	<b>-275.28</b>	<b>-4.21%</b>	<b>19,499.03</b>	<b>25,671.74</b>	<b>-6,172.71</b>	<b>-24.05%</b>
<b>Net Ordinary Income</b>	<b>4,430.84</b>	<b>3,171.61</b>	<b>1,259.23</b>	<b>39.7%</b>	<b>6,964.86</b>	<b>-534.61</b>	<b>7,499.47</b>	<b>1,402.79%</b>
<b>Net Income</b>	<b>4,430.84</b>	<b>3,171.61</b>	<b>1,259.23</b>	<b>39.7%</b>	<b>6,964.86</b>	<b>-534.61</b>	<b>7,499.47</b>	<b>1,402.79%</b>

**Washburn Marina**  
**General Expenses Budget vs. Actual**  
July 2020

Actual v Budget								
	Jul 20	Budget	\$ Over Budget	% of Budget	Apr - Jul 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses								
6-4100 · Wages & Taxes								
6-4110 · Administration Wages	9,222.50	8,904.00	318.50	103.58%	39,351.57	36,016.00	3,335.57	109.26%
6-4120 · Repair/Maintenance Wages	2,817.41	3,721.00	-903.59	75.72%	12,259.97	13,614.00	-1,354.03	90.05%
6-4130 · FICA/Medicare	940.65	1,028.00	-87.35	91.5%	4,106.25	3,985.00	121.25	103.04%
6-4140 · Unemployment Compensation	161.62	65.00	96.62	248.65%	839.59	190.00	649.59	441.89%
6-4150 · Workers Compensation	352.45	337.00	15.45	104.59%	1,395.92	1,255.00	140.92	111.23%
<b>Total 6-4100 · Wages &amp; Taxes</b>	<b>13,494.63</b>	<b>14,055.00</b>	<b>-560.37</b>	<b>96.01%</b>	<b>57,953.30</b>	<b>55,060.00</b>	<b>2,893.30</b>	<b>105.26%</b>
6-4200 · Employee Benefits								
6-4210 · Holiday Pay	256.00	200.00	56.00	128.0%	660.32	400.00	260.32	165.08%
6-4220 · Personal Time Compensation	0.00	206.00	-206.00	0.0%	625.73	824.00	-198.27	75.94%
6-4230 · Health Insurance	770.88	1,279.00	-508.12	60.27%	3,288.18	5,116.00	-1,827.82	64.27%
6-4240 · Retirement Plan	222.90	325.00	-102.10	68.59%	994.05	1,346.00	-351.95	73.85%
<b>Total 6-4200 · Employee Benefits</b>	<b>1,249.78</b>	<b>2,010.00</b>	<b>-760.22</b>	<b>62.18%</b>	<b>5,568.28</b>	<b>7,686.00</b>	<b>-2,117.72</b>	<b>72.45%</b>
6-4300 · Advertising & Marketing	550.25	750.00	-199.75	73.37%	2,379.74	4,550.00	-2,170.26	52.3%
6-4310 · Contract Services	64.17	38.00	26.17	168.87%	159.86	152.00	7.86	105.17%
6-4320 · Donations	0.00	100.00	-100.00	0.0%	0.00	100.00	-100.00	0.0%
6-4330 · Education & Training	166.66	167.00	-0.34	99.8%	666.64	668.00	-1.36	99.8%
6-4340 · Equipmt/Furnish/Sm Tools/Maint	0.00	25.00	-25.00	0.0%	365.94	75.00	290.94	487.92%
6-4350 · Insurance	1,158.08	1,400.00	-241.92	82.72%	4,632.32	5,600.00	-967.68	82.72%
6-4370 · License/Permit/Fee/Dues/Subscr	125.00	250.00	-125.00	50.0%	621.00	850.00	-229.00	73.06%
6-4380 · Office Supplies/Postage	338.21	175.00	163.21	193.26%	1,013.88	700.00	313.88	144.84%
6-4390 · Professional Services	0.00	150.00	-150.00	0.0%	2,500.00	2,950.00	-450.00	84.75%
6-4400 · Service Charges	1,423.50	1,350.00	73.50	105.44%	5,804.17	7,950.00	-2,145.83	73.01%
6-4410 · Supplies	74.97	100.00	-25.03	74.97%	165.88	400.00	-234.12	41.47%
6-4420 · Travel/Lodging/Miles	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
6-4430 · Uniforms	0.00	0.00	0.00	0.0%	737.52	350.00	387.52	210.72%
6-4440 · Utilities	271.12	277.00	-5.88	97.88%	1,091.11	1,108.00	-16.89	98.48%
6-4450 · Misc Expenses	42.23	125.00	-82.77	33.78%	121.37	500.00	-378.63	24.27%
6-4460 · Purchases Discount	-110.67	-50.00	-60.67	221.34%	-155.29	-200.00	44.71	77.65%
<b>Total 6-4000 · General Expenses</b>	<b>18,847.93</b>	<b>20,922.00</b>	<b>-2,074.07</b>	<b>90.09%</b>	<b>83,625.72</b>	<b>88,499.00</b>	<b>-4,873.28</b>	<b>94.49%</b>
<b>Total Expense</b>	<b>18,847.93</b>	<b>20,922.00</b>	<b>-2,074.07</b>	<b>90.09%</b>	<b>83,625.72</b>	<b>88,499.00</b>	<b>-4,873.28</b>	<b>94.49%</b>
<b>Net Ordinary Income</b>	<b>-18,847.93</b>	<b>-20,922.00</b>	<b>2,074.07</b>	<b>90.09%</b>	<b>-83,625.72</b>	<b>-88,499.00</b>	<b>4,873.28</b>	<b>94.49%</b>
<b>Net Income</b>	<b>-18,847.93</b>	<b>-20,922.00</b>	<b>2,074.07</b>	<b>90.09%</b>	<b>-83,625.72</b>	<b>-88,499.00</b>	<b>4,873.28</b>	<b>94.49%</b>

Previous Year Comparison								
	Jul 20	Jul 19	\$ Change	% Change	Apr - Jul 20	Apr - Jul 19	\$ Change	% Change
Ordinary Income/Expense								
Expense								
6-4000 · General Expenses	18,847.93	20,767.50	-1,919.57	-9.24%	83,625.72	98,974.02	-15,348.30	-15.51%
<b>Total Expense</b>	<b>18,847.93</b>	<b>20,767.50</b>	<b>-1,919.57</b>	<b>-9.24%</b>	<b>83,625.72</b>	<b>98,974.02</b>	<b>-15,348.30</b>	<b>-15.51%</b>
<b>Net Ordinary Income</b>	<b>-18,847.93</b>	<b>-20,767.50</b>	<b>1,919.57</b>	<b>9.24%</b>	<b>-83,625.72</b>	<b>-98,974.02</b>	<b>15,348.30</b>	<b>15.51%</b>
<b>Net Income</b>	<b>-18,847.93</b>	<b>-20,767.50</b>	<b>1,919.57</b>	<b>9.24%</b>	<b>-83,625.72</b>	<b>-98,974.02</b>	<b>15,348.30</b>	<b>15.51%</b>

Washburn Marina  
Revenue - Draw Report  
July 2020

	<u>Jul 20</u>	<u>Apr - Jul 20</u>
9-1100 · Draws from City	-137,477.50	-294,340.34
9-2100 · Revenues Paid to City	107,541.65	508,261.01
<b>Net Paid to City</b>	<u>(29,935.85)</u>	<u>213,920.67</u>
 <b>Revenues Paid to City Detail</b>		
<b>Operating Revenue</b>	104,746.94	368,889.01
<b>Maintenance Fees-2020</b>	2,794.71	139,372.00
<b>Total</b>	<u>107,541.65</u>	<u>508,261.01</u>
 <b>Outstanding Maint Fees</b>		
R Hansen	162.46	
M Wartman	1,070.40	
	<u>1,232.86</u>	



Mailed Certified Mail Return Receipt Requested

August 5, 2020

Michael Wartman  
110 West Main Street  
Ashland, WI 54806

RE: Past Due Slip Holder Maintenance Fees – Slip # 128

Dear Michael Wartman:

On May 1, 2020 you were invoiced for the 2020 Washburn Marina Slip Holder Maintenance fees in the amount of \$1,070.40, which was due prior to May 30, 2020. Our records indicate that this amount and finance charges totaling \$1,144.22 are still outstanding.

The Slip Lease Declaration, Article 17, (a) describes the consequences for non-payment of fees. It is not the desire of the Washburn Marina and Washburn Harbor Commission to begin repossession action due to default. Please submit payment upon receipt of this letter or contact the Marina Administration to make acceptable payment arrangements.

This letter serves as the required 30 day written notice of default.

Sincerely,

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

Michelle Shrider, CMM, General Manager

Encl: Slip Lease Declaration, Article 17 (a)

CC: Washburn Harbor Commission – Attention Scott Kluver, Washburn City Administrator

The City, directly or through the management of the Marina, shall:

(a) Repairs. Keep in good repair the grounds, walkways, parking facilities, retaining walls, piers, slips, water pipes, electrical service equipment, together with all other apparatus intended for the general service of the slips, except such portions of any of the foregoing that is the specific duty of the slip lessee to maintain and keep in good repair as may be provided herein, it being understood that the slip lessee shall give the Marina management prompt notice in writing of any accident or defect known to the slip lessee and requiring repairs to be made; and subject to the foregoing limitations all repairs shall be at the expense of the City or Marina management unless the same shall have been rendered necessary by the act, neglect, or carelessness; or improper use of equipment; by the slip lessee or any of the family, guests, invitees, employees or agents of the slip lessee, in which case the expense shall be borne by the slip lessee.

(b) Maintenance. Maintain and manage the grounds, buildings, slips, and piers, and shall keep the parking lots, sidewalks, walkways, piers, and ramps neat, clean and property lighted.

(c) Damage to Marina Property: If the buildings or other marina property shall be partly damaged by fire or other cause, repairs shall be completed as speedily as is reasonably possible, at the expense of the City, so as to conform substantially to the condition of the Marina before the accident or fire.

#### **Article 17. Default by the Lessee**

Any slip lease is made upon the condition that if the slip lessee fails to pay the rent and fees as provided under Article 8 or fails to perform any of the covenants and agreements contained in this Declaration or in the slip lease, the City may, without further notice or demand, take possession of the boat slip as provided in this Article.

(a) Default by non-payment. If the slip lessee's default is by reason of nonpayment of all or some part of a fee, the City shall not be entitled to take such possession until the payment of the fee or part of it is at least 60 days overdue, provided that the City shall have given the slip lessee written notice of the default and allowed at least 30 days from the date of notice in which to cure the default.

(b) Other defaults. As to any default other than nonpayment of fees or some part thereof, the City shall not be entitled to take such possession until it has given written notice to the slip lessee of the default and allowed the slip lessee 30 days to cure the default.

(c) Appeal. If the slip lessee requests in writing within 30 days of the date of notice of default, the slip lessee shall be entitled to a hearing before the City Council or its designee for a determination as to whether a default does exist which has not been cured.

(d) Boat storage. In the event the City takes possession of a slip by reason of default and a boat remains in the slip, and if removal of the boat is necessary in order to re-let or sub-let the slip, the City may place the boat in land storage and shall be entitled to be reimbursed by the slip lessee for all reasonable and customary removal, transport, and storage fees.

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SNRIDER  
 Date: 7-15-2020

## DOCKS AND BREAK WALLS (Southwest) - Green light to Harbor View Events Ctr

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Status Comments
Plumbing	✓							
Piping	✓							
Fixtures	✓							
Electrical Lines		✓						CAN FIND POWER SOURCE.
Cleats/Bollards					✓			
Steel Facing					✓			
Wood Facing					✓			
Gripping	✓							
Rock Ballast	✓							
Concrete Surface						✓		
Sidewalk Surface						✓		
Gravel Surface	✓							
Navigational Lights						✓	✓	NEW - 2020 - SOLAR POWER.

## DOCKS AND BREAK WALLS (Southeast)-Coal dock to red light

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Plumbing						✓		
Piping					✓			UNKNOWN BUT FUNCTIONAL
Fixtures							✓	NEW IN 2018 / 1 IN 2020 AFTER DAMAGE.
Electrical Lines					✓			UNKNOWN BUT FUNCTIONAL
Cleats/Bollards					✓			SOME CLEATS NEED TO BE RESECURED
Steel Facing					✓			<del>BE</del>
Wood Facing					✓			SOME TORN OFF BY ICE.
Gripping	X							
Rock Ballast	X							
Concrete Surface					✓			
Sidewalk Surface					✓			WATER DOESN'T DRAIN PROPERLY @ BULKHEAD SLIPS.
Gravel Surface						✓		
Navigational Lights							✓	NEW - 2020 - SOLAR POWER
Harbor Entr. Depth					✓			} HAD DREDGE FALL 2019 - SILTS BACK IN RIGHT AWAY ↓ DUE TO CURRENT.
Hrbr Apprch Depth					✓			
Fenders		✓						14:0N ; 16:0F SOME STUDS BENT OR BROKE OFF
Ladders						✓		1 OF 7 BENT - HIT BY A BOAT
Pedestals						✓		1 OF 3 HIT BY BOAT - BEING REPLACED

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SHRIDER  
 Date: 7-15-2020

## PIERS AND SLIPS

### Fuel Dock/Launch Well

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Plumbing & Fixtures						✓		
Back Flow Fixtures						✓		
Cement Surface		✓	✓					REPAIRS FROM 2019 FAILED
Gravel Surface						✓		
Lights						✓		
Steel Frame/Edging				✓				STEEL - BENT ON SE SIDE W/ BROKEN CONCRETE NEEDS REPAINTING
Cleats					✓			1 OF 3 BROKEN - NEED REPLACEMENT
Signs			✓					NEED NEW ON FUELTANK FENCE & DISPENSER
Pump Out Equip						✓		SUSPECT A LEAK IN DISCHARGE LINE - CAN SMELL APPARENT BTK DOCK & BLDG
Fenders/Rollers						✓		INSTALLED NEW @ HEAD OF WELL 6/2020
AQUACLEAN & TRENCH		✓				✓		SYSTEM IS GOOD - CEMENT IN TRENCH CRACKED & FILLS W/ LTD ALL THE TIME DUE TO HIGH LAKE LEVEL

### Fuel Tanks and Pumps

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Fuel Storage Tanks						✓		
Fuel Piping						✓		
Lighting at Pump						✓		
Fuel Pump/Dispens						✓		NEW IN 2015 NEEDS NEW SIGN - HAD NEW DISPLAY 2020
Emergency Shut Off						✓		
Pollution Control						✓		
Electrical Service						✓		
Fuel Logs/Reports						✓		
Leak Detection						✓		
Transition Wells				✓				KEEP FLOODING DUE TO HIGH LAKE LEVEL.

### Bulkhead & Boardwalk

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Decking Condition					✓	✓		
Gazebo Condition						✓		
Electrical Service						✓		
Lighting						✓		
Picnic Areas					✓			TABLES AGING - NEW GRILLS NEEDED.
Dock Carts/Racks						✓		
Grounds/Grass					✓			SINK HOLES ALONG BOARDWALK

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SHRIDER  
 Date: 7-15-2020

## Pier 1

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals						✓		NEW - 2010
Electrical Svc/Lights						✓		" "
Plumbing						✓		" "
Back Flow Fixtures						✓		
Decking			✓	✓				NEED TO REPLACE
Steel Framework					✓			ORIGINAL 1982
Floats					✓			APPEARS TO BEEN REPLACED B-4 2007
Cleats					✓			
Ramp/Approach				✓				DOCK CONT'S TO SHIFT TO NW-UTIL. CONDUITS NEW IN 2020
Anchor Poles					✓	✓		
Signs/Dock #s						✓		
Safety Equipment						✓		
Ladders						✓		
Other								ELEC. CONDUIT @ RAMP NEW 2020 DRAPES IN H <sub>2</sub> O
Basin Area Depth					✓			

## Pier 2

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals						✓		NEW - 2012
Electrical Svc/Lights						✓		" "
Plumbing						✓		" "
Back Flow Fixtures						✓		" "
Decking						✓		" "
Steel Framework					✓			ORIGINAL 1982
Floats					✓			REFLOATED N10 974 IN 2019 - <sup>CONT</sup> REPLACING
Cleats					✓			
Ramp/Approach					✓	✗		DIAMOND PLATE BEST
Anchor Poles					✓			
Signs/Dock #s						✓		
Safety Equipment						✓		
Ladders						✓		
Other								ELEC. CONDUIT @ RAMP DRAPES IN H <sub>2</sub> O
Basin Area Depth					✓			

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SHRIDER  
 Date: 7-15-2020

## Pier 3

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals							✓	NEW 2019
Electrical Svc/Lights							✓	" "
Plumbing							✓	" "
Back Flow Fixtures							✓	" "
Decking							✓	" "
Steel Framework					✓			ORIGINAL 1982
Floats					✓			REFLOATED ~ 20 QTY IN 2019
Cleats							✓	
Ramp/Approach					✓			
Anchor Poles					✓			
Signs/Dock #s							✓	
Safety Equipment							✓	
Ladders							✓	
Other								ECCC CONDUIT @ RAMP DRAPES IN H <sub>2</sub> O
Basin Area Depth					✓			

## Pier 4

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals						✓	✓	NEW 2017
Electrical Svc/Lights						✓	✓	
Plumbing						✓	✓	
Back Flow Fixtures						✓	✓	
Decking						✓	✓	
Steel Framework						✓	✓	
Floats						✓	✓	
Cleats						✓	✓	
Ramp/Approach						✓	✓	INSTALL NEW NON-SLIP TARE 2020
Anchor Poles			✓					NOT SECURE IN LAKE BED.
Signs/Dock #s						✓		
Safety Equipment						✓		
Ladders	X							
Other								
Basin Area Depth					✓			
FISH STATION LIFT STATION								NEED FLOAT SYSTEM 2019

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SARIDER  
 Date: 7-15-2020

## Launch Ramp

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Concrete						✓		
Blacktop		✓				✓		NEEDS REPAIR @ 2018 H2O MAIN BREAK AREA
Signs					✓			NEED NEW LOGO @ COLLECTION BOX
Collection Box					✓			
Lighting						✓		
Docks/Whaler							✓	NEW 2017
Basin Area Depth					✓			
Fish Cleaning Station						✓		FAUCETS DRIP EVEN W/ NEW SPIGOTS
Lift Station						✓		NEW FLOAT SYSTEM IN 2019

## SITE (ROADS & GROUNDS)

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Blacktop Pkg Area			✓	✓				SIGNIFICANT DECAY
<b>Gravel Parking Area:</b>								
NW Area-Storage Bldgs						✓		
NE Area-Behind Svc Bay					✓			SINK HOLES NEAR BULKHEAD REGULARLY
SE Area-Along Bldg						✓		
Adjacent to Blacktop						✓		
Parking Lot Drainage						✓		
Blacktop Driving Surfaces					✓			AREAS OF SIGNIFICANT DECAY
Lighting in Parking Areas				✓				SEVERAL ARE NON-FUNCTIONAL
Elec Svc Panel-NE Area						✓		
Elec Svc to Outlets		✓						DOES NOT EXIST
Water Service		✓						" " "
Landscaping						✓		
Trees/Shrubs						✓		
General Housekeeping					✓			

## MARINA BUILDING - STRUCTURE

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Foundations/Footings				✓				RUST ON BOTTOM
Steel Trusses/Girders					✓			

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SHRIKER  
 Date: 7-15-2020

Exterior Siding								
Repair Area	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Repair Area				✓				NEEDS PAINT
Office Area				✓				" "
Bathrooms				✓				" "
Roof Panels								
Repair Area				✓				SOME MINOR LEAKS & RATTLES
Office Area				✓				HEAVILY IN STRONG WINDS
Bathrooms				✓				" "
Insulation								
Roof			✓					NOT MUCH THERE
Walls			✓					MUCH OF IT HAS SETTLED TO BOTTOM
Entrance Doors								
Paint				✓				
Knobs					✓			
Locks/Strikes					✓			
Closers					✓			
Frames/Wthr Strip			✓					COMING AWAY FROM FRAMING, LEAK AIR & H2O
Overhead Door - Large								
Frame					✓			
Track					✓			
Panels				✓				NEEDS PAINT
Opener/Switches				✓				INTERMITT: PUSH OPEN BUTTON, DOOR OPENS ALL THE WAY, MOTOR KEEPS RUNNING
Overhead Door - Small								
Frame					✓			
Track					✓			
Panels				✓				BENT - NEEDS PAINT
Opener/Switches								
Thermal Pane Windows-1st Fl								
Windows				✓				
Frames			✓					LEAK H2O & ARE RUSTING BEHIND WOOD
Weather Stripping				✓				
Storm Window			✓					NOT VERY WEATHER TIGHT

NOTE - STORE FRONT AWNINGS - DECAYED & TEARING - BEING REPLACED IN 2020.

Inspected by: M. SHRIKER  
 Date: 7-15-2020

WASHBURN MARINA INSPECTION CHECKLIST

Thermal Pane Windows-2nd Fl

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Windows					✓			
Frames					✓			
Weather Stripping					✓			
Storm Window			✓					NOT VERY WEATHER TIGHT

Deck

Stairs-Exterior					✓			
Railing			✓					COULD USE A LOWER RAIL FOR KIDS
Decking		✓						INSTALLED IN WRONG DIRECTION
Super Structure					✓			
Furniture					✓			

Floor Coatings

Concrete					✓			
Tile					✓			
Carpet					✓			

NA Damaged Poor Fair Average Good Excellent Comments

Heating System-Radiant

Overhead Pipes					✓			
Reflectors					✓			
Hanger Frames					✓			
Gas Valves					✓			
Vents					✓			
Burners					✓			NEED OCCASSIONAL REPAIRS PARTS WORN OUT.
Blowers					✓			
Controls					✓			
Thermostats					✓			

Forced Air System - A/C

Controls						✓		
Fresh Air Intake						✓		
A/C Unit						✓		
Exhaust Blower						✓		
Vents					✓			

Hot Water Boiler

In Ground Piping	✓							BY PASSED
Basebd Radiators				✓				
Valves/Controls						✓		
Intake Vents						✓		
Circulatn Pumps						✓		
Controls						✓		

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SHRIDER  
 Date: 7-15-2020

Water Main								
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Meters						✓		
Valves						✓		
Locks						✓		
Checkvalve						✓		
Backflow Preventor						✓		

Restroom - Inside Hall								
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Toilets						✓		
Lighting/Fans						✓		
Electrical						✓		
Sinks/Base Cabinet					✓			
Faucets						✓		
Walls/Paint					✓			
Floor					✓			

Shower Facilities-Women's								
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Lighting/Fans					✓			
Electrical					✓			
Toilets						✓		
Sinks/Base Cabinet					✓			
Faucets					✓			
Walls/Paint					✓			
Floor					✓			
Shower Stall/Doors				✓				
Shower Faucet				✓				
Shower Drain					✓			
Hooks/Benches					✓			

Shower Facilities-Men's								
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Lighting/Fans					✓			
Electrical					✓			
Toilets						✓		
Sinks/Base Cabinet				✓				
Faucets					✓			
Walls/Paint					✓			
Floor					✓			
Shower Stall/Doors				✓				
Shower Faucet				✓				
Shower Drain				✓				
Hooks/Benches					✓			

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M. SARIDER  
 Date: 7-15-2020

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
<b>Tool Room</b>								
Floors					✓			
Walls					✓			
Lighting						✓		
Electrical					✓			
Benches					✓			
Storage Areas					✓			
Marina Owned Tools					✓			

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
<b>Service Bay</b>								
Floors					✓			
Walls				✓				NEED INSULATION & PAINT.
Lighting						✓		
Electrical					✓			
Benches					✓			
Storage Areas					✓			
Marina Owned Tools					✓			

<b>Sewage Lift Pump</b>								
Macerator						✓		
Lift Pump						✓		
Controls						✓		
Alarm System						✓		

<b>Public Restrooms - NEW - Men &amp; Women</b>								
Building condition							✓	
Toilets/Urinals						✓		MEN'S TOILET CLOGS EASILY
Lighting/Fans						✓		
Electrical							✓	
Sinks & faucets							✓	
Doors						✓		HINGES GET SPRUNG BY WINDGUSTS
Walls/Paint							✓	
Floor						✓		

<b>Public Restrooms - Old - STORAGE</b>								
Building condition			✓					EXTERIOR PAINT REQ'D
Dump Station					✓			
Other		✓						CONVERTING TO STORAGE ONLY

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M SNAIDER  
 Date: 7-25-2020

## ELECTRICAL

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Service Panels					✓			
Service Bay					✓			
Ship Store					✓			
Administration					✓			
Ext Ltg on Bldg			✓	✓				FIXTURES DO NOT ALL WORK PROPERLY ON DUSK → DAWN SENSORS

## HEAVY EQUIPMENT

### Travelift - 150 Ton

Wheels/Tires					✓			
Brakes					✓			
Frame				✓				NEED TO ✓ FOR CRACKS - REPAINT
Hydraulics					✓			LEAKS @ KNUCKLES UNDER HEAVY LOAD
Engine					✓			RADIATOR LEAKING
Cables					✓			
Controls					✓			
Steering				✓				SPROCKETS WEARING
Sheaves/Lift Mech					✓			
Straps					✓			

### Loader - John Deere 544a

Wheels/Tires					✓			
Brakes				✓				HAVE REPAIR PARTS FOR PARKING BRAKE
Frame					✓			NEEDS REPAINT
Hydraulics				✓				MODERATE LEAK NEEDS ADDRESSING
Engine					✓			REPLACING ALTERNATOR
Controls					✓			
Steering					✓			
Accessories					✓			

### Crane - Pettibone

Wheel/Tires				✓				
Brakes					✓			
Frame					✓			NEEDS REPAINT
Hydraulics				✓				MODERATE LEAKS
Engine					✓			NEEDS NEW STARTER - HARD TO FIND
Controls					✓			
Boom/Hoist/Cables					✓			
Steering				✓				

# WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: M SHARDEZ  
 Date: 7-15-2020

## Genie Lift

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheel/Tires					✓			I NEW THIS YEAR
Brakes					✓			
Frame				✓				NEEDS PAINT
Hydraulics					✓			
Engine					✓			
Controls					✓			
Boom/Hoist					✓			
Steering					✓			

## Marine Travelift Hydraulic Trailer - 12 Ton

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheels/Tires				✓				WEARING THIN
Frame				✓				NEEDS REPAINT
Hydraulics				✓				I RAM LEAKS MODERATE - HEAVY
Cables					✓			
Engine					✓			
Controls					✓			
Beams					✓			

## Con-O-Lift Hydraulic Trailer - 35 Ton (Blue)

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheels/Tires						✓		
Frame						✓		NEED PAINT TOUCH-UP
Hydraulics						✓		
Cables						✓		
Engine						✓		
Controls						✓		
Pads						✓		

## Con-O-Lift Hydraulic Trailer - 12 Ton (Silver)

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheels/Tires				✓				
Frame				✓				
Hydraulics					✓			
Cables					✓			
Engine				✓				
Controls				✓				
Pads				✓				

**washburnadmin@cityofwashburn.org**

---

**From:** Carl Broberg <crbroberg@centurytel.net>  
**Sent:** Wednesday, August 12, 2020 12:48 PM  
**To:** Scott Kluver  
**Subject:** Misc Update

1. The lift station pump has been repaired and reinstalled. A gasket was completely missing and the stainless steel impeller was worn down, most likely from sand.
2. It was recommended we stock a backup pump that can easily be switched out if we have another problem.
3. Concrete work was completed. There was no rebar in the concrete surrounding the drains. The drains have now been pinned with rebar. Because of the high water, we may still have problems with freezing and thawing.

Sent from [Mail](#) for Windows 10

**From:** Michelle Shrider <michelle@washburnmarina.com>  
**Sent:** Monday, August 3, 2020 12:55 PM  
**To:** 'Scott Kluver'; 'Carl Broberg'  
**Subject:** Lift Station & Updates

Greetings:

Update on a few things, the easy items first:

- Awning replacement – I have not heard from Proctor Canvas
- Cement Repairs – Jack emailed that he intends to be here the week of August 10<sup>th</sup>.
- Lift station at new public bathrooms:  
In the past 2-3 weeks the lift station high water alarm has gone on twice and we've found the pump not functioning properly. Mager cleaned out the lift station and was able to get the pump functioning again. Today it happened again. Ross from Washburn Public Works came and assisted Carl & I in an attempt to troubleshoot it as the pump would run, but didn't appear to be pumping out the water. Hence the high water alarm continues. I have called Birch St Septic to pump out the tank. We suspect that the pump has been loading up with sand from the bathrooms as the sinks frequently have a large amount of sand in them (kayak customers cleaning their gear). I called Wiikwaibaan/Rob & Al, they will be here on Friday 8/7/2020. Meanwhile, the bathrooms and fish cleaning station are down. Rob/Al suspect that the impeller at the least and the pump possibly have failed. When asked if they could just bring a replacement pump along to fix it that day, they didn't think it would be possible as there are so many different kinds. After Birch St. comes, I'll try to get information off the pump and call them with it.
- Pier 1 Electrical issues:  
In Oct 2018, Gary Foss replaced the breakers with the 30 mAmp breakers. In April/May 2020 Dave Anderson rewired and installed new conduit at the head of pier 1. In August-Oct 2019, slip 20 had problems with the breaker tripping only in heavy rain fall. It would not immediately reset, but would later after it "dried" out. May 2020 the breaker at slip 20 was replaced with a new breaker (30 amp). Since then, the breaker continues to trip in heavy rain/lightening regardless of whether anything is plugged into it or not. We've determined the boat in slip 20 is not the issue, as it can be plugged into another breaker and not trip ever. Over the weekend in the heavy rain, several breakers on pier 1 tripped. I was given a list by the slip 20 boater and will inspect them today. I've called both Gary and Dave to assist in resolving this situation.

Sincerely,  
Michelle Shrider, CMM,  
Washburn Marina Genl 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](#)**