

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
Vacant Baregi
City Administrator

Candace Kolenda
Rodger Reiswig
Marina Manager

NOTICE OF HARBOR COMMISSION MEETING

DATE: Wednesday, September 15, 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/87224794762?pwd=KzNLa2szbUQwL3gwejkrdktFNIBFQ09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 872 2479 4762 and using passcode **039691** 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 August 18, 2021 Meeting
- C. Public Comments/Member Comments
- D. Treasurer's Report
 1. Payment of Invoices
- E. Slip Transfers – None
- F. Marina Manager's Report
 1. August Financial Report
 2. Update on Travelift Repairs
- G. Update and Possible Action on Various Marina Projects/Repairs
 1. Pier 1 Electrical Repairs
 2. Parking Lot Expansion Project – Review Draft Plan
 3. Sewer Upgrades for Fish Cleaning Station/Bathrooms
 4. West Breakwall Lights
- H. Discussion & Action on Proposed 2022 Harbor Commission Budget and Slip Maintenance Fees
- I. Adjourn

AUGUST 18, 2021 HARBOR COMMISSION MEETING

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

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

Municipal Personnel Present: Scott J. Kluver, City Administrator; Michelle Shrider, Marina Manager

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

Approval of Minutes of the July 21, 2021 Meeting – Suminski moved, and Kolenda seconded, to approve and place on file the July 21, 2021 meeting minutes. Motion carried 6-0.

Public/Member Comment – None.

Treasurer’s Report – Kolenda moved, and Gruebele seconded to accept and place on file the Harbor Passbook and Marina Operating reports. Motion carried 5-0.

1. Payment of Invoices – Reiswig moved and Nelson seconded to approve a series of invoices totaling \$3,301.04 for the bathroom/fish cleaning sewerage issue. Motion carried 6-0. Suminski moved and Kolenda seconded to approve the Milestone Materials invoice for gravel in the boat storage area in the amount of \$1655.25. Motion carried 6-0. Kolenda moved and Suminski seconded to approve the fee for the Marina maintenance dredging permit in the amount of \$310.58. Motion carried 6-0. Nelson moved and Suminski seconded to approve the Ratliff Construction invoice for the picnic shelters in the amount of \$13,700. Motion carried 6-0.

Slip Transfers – None.

Marina Manager’s Report:

1. **July Financial Report** – Shrider reported that the marina is extremely busy, but they will begin hauling boats out next week. As of the end of July the marina is 38 percent ahead of budget and 48 percent ahead of last year. This is the best season ever for this point in time. Suminski moved and Reiswig seconded to place the report on file. Motion carried 6-0.

Update and Possible Action on Various Marina Projects/Repairs:

1. **Pier 1 Electrical Repairs** – Broberg reported that the failing 30 amp breakers have been replaced. The 50 amp breakers have arrived and have been provided to Anderson Electric. Some of them have been replaced so far and they seem to be working. Shrider stated that it may be a warranty issue with the breakers, and that is being looked at because they are expensive. Shrider also stated that breakers are beginning to fail on piers 2 and 3.
2. **Parking Lot Expansion Project** – A concept plan was provided, but there were questions that needed to be responded to. It is anticipated that a revised plan will be provided for discussion at the next meeting. The target is to be able to construct something in the spring.
3. **Sewer Upgrades for Fish Cleaning Station/Bathrooms** – The system has been working for a month without incident. Omer Nelson had concerns with the electrical setup in the chase room, and that will be followed up on. A temporary connection of the outflow pipe will need to be corrected at the end of the season. The pit will need to be vacuumed out by a sanitary truck and have the components replaced. In addition, the Harbor Commission should consider getting a new back-up pump as the system is operating on the back-up pump at this time.
4. **West Breakwall Lights** – Sample light is expected to be mounted by the end of the week and will need to see how it works. If it looks good, additional lights can be ordered.

5. **Gravel for Boat Yard Area** – The gravel was delivered and placed. Additional gravel will be stockpiled in the coming days.

Discussion & Action on Annual Marina Inspection Report – Broberg and Suminski reviewed the report provided by Shrider and walked the marina to verify. Discussion occurred on several of the highlighted points. Kolenda moved and Suminski seconded to hire a diver to retrieve the additional fenders on the breakwall that have fallen, and to inspect and possibly retrieve the steel sheeting at the end of the breakwall that has fallen. Discussion occurred. This would be a time and materials project. Motion carried 6-0. Reiswig moved and Nelson seconded to expend \$12,220 to have the sprockets and swivels on the Travelift repaired per the report. Discussion. Motion carried 6-0. Suminski moved and Kolenda seconded to expend \$4,150 for tires and a front swivel for the 12-ton hydraulic trailer. Discussion. Motion carried 6-0.

Recap of Wisconsin Commercial Ports Association Meeting – The event was well attended and expenses were covered. A good time was had by all.

Adjourn – Broberg stated the agenda items have been completed and adjourned the meeting at 6:44 p.m.

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 |
| 9-Apr | Deposit | 722.80 |
| 15-Apr | Deposit | 42,708.98 |
| 19-Apr Ck# 857 | Washburn Marina | -14,527.00 |
| | Sales Tax | -2,883.22 |
| 23-Apr Ck# 858 | Washburn Marina | -14,527.00 |
| 23-Apr | Deposit | 27,976.35 |
| 30-Apr | Deposit | 36,713.56 |
| 30-Apr | Interest | 2.04 |
| 3-May Ck# 859 | Washburn Marina | -19,725.00 |
| 7-May Ck# 860 | Washburn Marina | -19,725.00 |
| 7-May | Deposit | 19,053.62 |
| 14-May Ck# 861 | Washburn Marina | -19,725.00 |
| 14-May | Deposit | 23,280.31 |
| 21-May | Deposit | 123,883.37 |

| | | |
|----------------|--------------------------------|-------------|
| 21-May Ck# 862 | Marina Management-profit share | -143,650.10 |
| 21-May Ck# 863 | Washburn Marina | -29,951.83 |
| 21-May Ck# 864 | Harbor Commission-profit share | -143,572.90 |
| 26-May | Deposit | 28,342.38 |
| 31-May | Interest | 2.53 |
| 1-Jun Ck# 865 | Washburn Marina | -16,646.00 |
| 1-Jun | Deposit | 13,481.58 |
| 3-Jun Ck# 866 | Washburn Marina | -16,646.00 |
| 8-Jun | Deposit | 23,983.19 |
| 11-Jun Ck# 867 | Washburn Marina | -16,646.00 |
| 14-Jun | Deposit | 23,784.98 |
| 17-Jun Ck# 868 | Washburn Marina | -24,358.91 |
| | Sales Tax | -4,984.10 |
| | Slip Fees to owners | -54,702.00 |
| 25-Jun | Deposit | 35,316.36 |
| 25-Jun Ck# 869 | Washburn Marina | -16,646.00 |
| 30-Jun | Deposit | 12,293.10 |
| 30-Jun | Interest | 0.82 |
| 2-Jul Ck# 870 | Washburn Marina | -21,569.00 |
| 9-Jul Ck# 871 | Washburn Marina | -21,569.00 |
| 9-Jul | Deposit | 24,443.94 |
| 16-Jul Ck# 872 | Washburn Marina | -21,569.00 |
| 16-Jul | Deposit | 28,085.85 |
| 23-Jul Ck# 873 | Washburn Marina | -21,569.00 |
| 27-Jul | Deposit | 59,251.34 |
| 31-Jul | Interest | 0.57 |
| 2-Aug Ck# 874 | Washburn Marina | -23,234.05 |
| 6-Aug Ck# 875 | Washburn Marina | -17,058.00 |
| 6-Aug | Deposit | 19,312.52 |
| 12-Aug | Deposit | 29,726.27 |
| 13-Aug Ck# 876 | Washburn Marina | -17,058.00 |
| | Sales Tax | -5,312.04 |
| 18-Aug | Deposit | 20,670.89 |
| 20-Aug Ck# 877 | Washburn Marina | -32,058.00 |
| 25-Aug | Deposit | 28,303.57 |
| 27-Aug Ck# 878 | Washburn Marina | -17,058.00 |
| 31-Aug | Deposit | 40,726.99 |
| 31-Aug | Interest | 0.78 |
| 3-Sep Ck# 879 | Washburn Marina | -22,372.00 |

Balance as of 9/3/2021

98,562.12

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 |
| 23-Apr March Payroll | -488.72 |
| Washburn Marina | -2,903.50 |
| Washburn Hardware | -7.47 |
| A to Z Plumbing | -35,370.00 |
| Pearl Beach | -1,500.00 |
| Bayfield Co. Land Records | -58.50 |
| April Fringe | -49.11 |
| 30-Apr Slip Fees | 46,348.50 |
| Annual Fee | 1,800.00 |
| Sales Tax | 2,648.22 |
| 30-Apr Interest | 5.27 |
| 7-May Slips | 27,246.70 |
| Annual Fee | 950.00 |
| Sales Tax | 1,550.90 |
| 10-May Daily Press Ad | -81.60 |
| A to Z Plumbing | -51,336.00 |
| International Dock Products | -1,696.22 |
| 14-May Slip Transfer fee | 100.00 |
| Slips | 23,245.80 |
| Annual Fee | 800.00 |
| Sales Tax | 1,322.53 |
| 20-May Wis. Commercial Ports | -250.00 |
| May Fringe | -49.11 |
| April & May Payroll | -977.44 |
| 21-May Slips | 20,495.10 |
| Annual Fee | 750.00 |
| Sales Tax | 1,168.50 |
| 26-May Slips | 3,821.30 |
| Annual Fee | 150.00 |
| Sales Tax | 218.42 |
| Slip Transfer # 97 | 100.00 |
| Marina Profit Share | 143,572.90 |
| 31-May Interest | 6.90 |
| 1-Jun Slips | 1,187.20 |
| Annual fee | 50.00 |
| Sales Tax | 68.05 |
| 8-Jun Slips | 1,431.00 |
| Annual Fee | 50.00 |
| Sales Tax | 81.46 |
| 14-Jun Slips | 3,349.60 |
| Annual Fee | 150.00 |
| Sales Tax | 192.48 |
| 14-Jun A toZ Plumbing | -10,194.00 |
| June Fringe | -49.11 |

| | |
|------------------------------------|------------|
| 24-Jun slips | 2,236.60 |
| Annual Fee | 100.00 |
| Sales Tax | 128.51 |
| Slip transfer fee | 100.00 |
| 30-Jun Slips | 763.20 |
| Annual Fee | 50.00 |
| Sales Tax | 44.73 |
| 30-Jun Interest | 9.86 |
| 30-Jun Washburn Marina | -7,712.91 |
| Anderson Electric | -841.06 |
| 9-Jul Slips | 2,072.30 |
| Annual Fee | 50.00 |
| Tax | 116.73 |
| 14-Jul Slip | 3,036.90 |
| Annual Fee | 100.00 |
| Tax | 172.53 |
| 14-Jul July Fringe | -49.16 |
| Washburn Marina | -22.00 |
| Washburn Marina quick books | -3,460.40 |
| Omer Nelson | -2,052.08 |
| Kleen Air | -85.00 |
| PSI | -4,420.00 |
| Washburn Marina | -173.94 |
| Ferguson | -2,942.48 |
| Omer Nelson | -147.80 |
| L&M | -116.95 |
| Synergy | -49.34 |
| St. True Value Hardware | -59.36 |
| Ferguson | -156.79 |
| June Payroll | -488.72 |
| Pearl Beach | -87,808.80 |
| 31-Jul Interest | 8.73 |
| 12-Aug Airfox Photography | -75.00 |
| Omer Nelson | -424.00 |
| Badger Underground | -3,040.00 |
| July Payroll | -733.08 |
| Milestone Materials | -1,655.25 |
| Ratliff Construction | -13,700.00 |
| August Fringe | -49.16 |
| DNR Dredge Permit | -310.58 |
| 30-Aug Marina Travel Lift 1/2 down | -6,105.99 |
| 31-Aug Interest | 7.28 |

Balance as of 9/3/2021

\$272,884.05

Marina Management, Inc. DBA Washburn Marina



1 Marina Drive, PO Box 482
Washburn, WI 54891

Product Invoice

| | |
|----------|-----------|
| Date | Invoice # |
| 9/2/2021 | 5734.3 |

| |
|--|
| Bill To |
| City of Washburn Harbor Comm Scott Kliver 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 |
|------------------|---------------|

| Item Code | Description | Qty | Price Each | Amount | |
|--|----------------------------|-----|------------|-----------------------------------|---------|
| Special Order | Panoramic Solar Dock Light | 2 | 25.00 | 50.00 | |
| <p><i>Handwritten:</i> 20-00-53540-342-000</p> | | | | | |
| | | | | Sales Tax (0.0%) | \$0.00 |
| | | | | Total | \$50.00 |
| | | | | Payments/Credits | \$0.00 |
| <p>Thank you for choosing Washburn Marina for all your boating needs.</p> | | | | | |
| <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> | | | | <p>Balance Due \$50.00</p> | |



1 Marina Drive, PO Box 482
Washburn, WI 54891

Product Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 8/30/2021 | 5725.14 |

| |
|--|
| 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 |
|------------------|---------------|

| Item Code | Description | Qty | Price Each | Amount |
|--|----------------------------|--------------------|------------|-----------------|
| Special Order | Panoramic Solar Dock Light | 4 | 25.00 | 100.00 |
| <p><i>Handwritten:</i> [Signature] 083021 210-00-52540-342-0000</p> | | Sales Tax (0.0%) | | \$0.00 |
| | | Total | | \$100.00 |
| | | Payments/Credits | | \$0.00 |
| | | Balance Due | | \$100.00 |

**Thank you for choosing Washburn Marina
for all your boating needs.**

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.



August 24, 2021

Mr. Scott Kluver
City of Washburn
119 Washington Avenue
Washburn, WI 54891

Re: Invoice for Professional Services
Boat Launch Parking Expansion
Invoice #35347 dated August 24, 2021

Handwritten notes:
OK
0525A
210-00-53540-40-00

Dear Mr. Kluver,

This is an explanation of invoice #35347, included. The invoice includes time for surveying and a concept parking lot layout.

Additionally, there is time not included in our original contract for researching and providing preliminary alternatives for addressing pipe clogging at the fish cleaning station.

Work billed under this contract is summarized below:


| | |
|---|--------------------|
| Original contract amount | \$20,095.00 |
| Additional services for fish station alternatives | \$742.50 |
| Revised contract amount | \$20,837.50 |
| Previous invoice under construction engineering | \$ 0.00 |
| Current Invoice #35347 | \$7,812.74 |
| Balance of contract | <u>\$13,024.76</u> |

Page 2

Please call me with any questions on this invoice.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Nicole Hodkiewicz". The signature is written in a cursive style with a large, looping flourish at the end of the name.

Nicole Hodkiewicz, P.E.
Project Engineer

Enclosure

G:\2021-proj\21290085\INVOICE\210824 inv # 35348 CL.docx

Invoice

Invoice No: 35347
Invoice Date: August 24, 2021

To: City of Washburn
119 Washington Avenue
Washburn, WI 54891
Scott Kluver

Project: 21290085 City of Washburn - Boat Launch Parking Expansion

Manager: Nicole K. Hodkiewicz
Professional Services through the Period: 08/21/2021

Total Professional Services - See Detail Attached

Total Due This Period: \$7,812.74

| Aged Receivables: | <u>Current</u> | <u>31 - 60 Days</u> | <u>60 - 90 Days</u> | <u>91 - 120 Days</u> | <u>OVER 120</u> |
|-------------------|----------------|---------------------|---------------------|----------------------|-----------------|
| | \$7,812.74 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

PLEASE REMIT COPY WITH PAYMENT

INVOICE DUE NET 30 DAYS

A 1.0% monthly Late Fee will be assessed on all account balances over 30 days old

DETAILED INVOICE DOCUMENTATION

From: Cooper Engineering, Inc.
 2600 College Drive
 P.O. Box 230
 Rice Lake, WI 54868-0230

Telephone: 715-234-7008
 Fax: 715-234-1025

Federal ID No.: 39-1038510

Invoice Number: 35347
 Invoice Date: August 24, 2021

To: City of Washburn
 119 Washington Avenue
 Washburn, WI 54891
 Scott Kluver

RE: Project: 21290085
 City of Washburn - Boat Launch Parking Expansion
 Manager: Nicole K. Hodkiewicz

Professional Services for the Period: to 08/21/2021

PROFESSIONAL SERVICES

Preliminary Design

Aaron C. Scharf
 Nicole K. Hodkiewicz

| <u>Bill Hours</u> | <u>Charge</u> |
|-------------------|---------------|
| 5.00 | \$675.00 |
| 2.50 | \$337.50 |

Preliminary Design Total:

| | |
|------|------------|
| 7.50 | \$1,012.50 |
|------|------------|

Surveying

Jon M. Nelson
 Sean P. Narveson

| | |
|-------|------------|
| 25.50 | \$2,550.00 |
| 21.50 | \$2,150.00 |

Surveying Total:

| | |
|-------|------------|
| 47.00 | \$4,700.00 |
|-------|------------|

Administration / Management / Meetings / Coordination

Nicole K. Hodkiewicz

| | |
|------|----------|
| 4.75 | \$641.25 |
|------|----------|

Administration / Management / Meetings / Coordination Total:

| | |
|------|----------|
| 4.75 | \$641.25 |
|------|----------|

Additional Service – Fish Cleaning Station, Preliminary Design

Gary A. Strand
 Nicole K. Hodkiewicz

| | |
|------|----------|
| 5.00 | \$675.00 |
| .50 | \$67.50 |

Additional Service – Fish Cleaning Station, Preliminary Design Total:

| | |
|------|----------|
| 5.50 | \$742.50 |
|------|----------|

Professional Services Totals

| | |
|-------|------------|
| 64.75 | \$7,096.25 |
|-------|------------|

REIMBURSABLES

Direct Expense

| | <u>Charge</u> |
|--|--------------------------|
| Survey Equipment GPS | \$315.00 |
| Survey Equipment Total Station | \$200.00 |
| Field Supplies and Direct Project Expenses | \$68.21 |
| Company Vehicle Mileage | \$133.28 |
| Direct Expense Total | <u>\$716.49</u> |
| Total Reimbursables | <u>\$716.49</u> |
| Invoice total | <u><u>\$7,812.74</u></u> |



ORDER QUOTATION/PROFORMA INVOICE

49 E Yew St
Sturgeon Bay, WI 54235

Phone: 920-743-6202
Email: parts@marinetravelift.com
https://marinetravelift.com

| | |
|---------|-----------|
| Order # | 142096 |
| Date | 8/10/2021 |

-Quote valid one month from the quote date -Sales tax not included -Freight quote and proforma invoice available on request

Sold to: WASHBURN MARINA
1 MARINA DR
WASHBURN WI 54891

Ship to: WASHBURN MARINA
1 MARINA DR

WASHBURN WI 54891

| Order Date | Cust # | Loc | Rep | Customer PO | Job # | Ship Via | Col/PPD | Terms |
|------------|--------|-----|-----|-------------|-------|------------|---------|-------------|
| 8/10/2021 | M49093 | 40 | 192 | | | UPS Ground | PREPAID | NET 30 DAYS |

| Line | Item/Description | U/M | Qty Ord | Qty B/O | Promise | Unit Price | Extended Price |
|------|--|-----|---------|---------|-----------|------------|----------------|
| 1 | MTI SERVICE PROMO INSPECTION Your Item # | EA | 1 | 0 | 8/10/2021 | \$995.00 | \$995.00 |
| | | | | Disc%: | 0 0 0 | | |
| 2 | 601041 SEAL, BEARING Your Item # | EA | 2 | 0 | 8/10/2021 | \$203.77 | \$407.54 |
| | | | | Disc%: | 0 0 0 | | |
| 3 | 601037 CONE, BEARING Your Item # | EA | 2 | 0 | 8/10/2021 | \$743.39 | \$1,486.78 |
| | | | | Disc%: | 0 0 0 | | |
| 4 | 601042 SEAL, BEARING Your Item # | EA | 2 | 0 | 8/10/2021 | \$193.01 | \$386.02 |
| | | | | Disc%: | 0 0 0 | | |
| 5 | 601038 CUP, BEARING Your Item # | EA | 2 | 0 | 8/10/2021 | \$295.84 | \$591.68 |
| | | | | Disc%: | 0 0 0 | | |
| 6 | 601035 CONE, BEARING Your Item # | EA | 2 | 0 | 8/10/2021 | \$657.52 | \$1,315.04 |
| | | | | Disc%: | 0 0 0 | | |

| | | | | | | | |
|----|-----------------------------|----------|----|--------|-----------|------------|------------|
| 7 | 601036 | EA | 2 | 0 | 8/10/2021 | \$563.30 | \$1,126.60 |
| | CUP,BEARING | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 8 | 601039 | EA | 2 | 0 | 8/10/2021 | \$190.37 | \$380.74 |
| | WASHER,LOCK,BEARING,TIMKIN* | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 9 | 601040 | EA | 2 | 0 | 8/10/2021 | \$207.54 | \$415.08 |
| | NUT,LOCK,BEARING* | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 10 | MTI SERVICE | EA | 1 | 0 | 8/10/2021 | \$2,500.00 | \$2,500.00 |
| | SPINDLE BEARING LABOR | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 11 | 220-4007 | EA | 2 | 0 | 8/10/2021 | \$441.25 | \$882.50 |
| | SWIVEL,180,37M,20 | 700764M1 | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 12 | MTI SERVICE | EA | 1 | 0 | 8/10/2021 | \$125.00 | \$125.00 |
| | SWIVEL REPLACMENT LABOR | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 13 | MTI SERVICE | EA | 1 | 0 | 8/10/2021 | \$375.00 | \$375.00 |
| | HOTEL | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 14 | MTI SERVICE | EA | 1 | 0 | 8/10/2021 | \$400.00 | \$400.00 |
| | PERDIUM | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |
| 15 | MTI SERVICE | EA | 11 | 0 | 8/10/2021 | \$75.00 | \$825.00 |
| | TRAVEL LABOR | | | | | | |
| | Your Item # | | | Disc%: | 0 0 0 | | |

Line Items Total: \$12,211.98

[Handwritten signature]
08/25/21

[Handwritten signature]

[Handwritten signature]
\$6,105.99

210-00-53540-342-000



| | | | | |
|--|--|--|--|-------|
|  COOPER ENGINEERING 3400 COLLEGE DRIVE, P.O. BOX 132 RIDGE LAKE, WISCONSIN 54886-0132 TEL: (715) 335-7000 FAX: (715) 335-7001 | | WASHBURN HARBOR COMMISSION CITY OF WASHBURN, BAYFIELD CO., WI | HARBOR PARKING IMPROVEMENTS PRELIMINARY SITE LAYOUT | SHEET |
| PROJECT NO. DATE 15 SUR DATE 8/11/21 | PROJECT NICOLE HOODIEWICZ DESIGNED BY CHECKED BY APPROVED BY | SHEET NO. OF SHEETS | | |
| NO. BY DATE REVISIONS | | | | |

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



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

To: Harbor Commission Members
From: Scott J. Kluver, ^{SK}Administrator
Re: Proposed 2022 Budget – Draft #1
Date: August 27, 2021

Attached is the proposed 2022 Harbor Commission budget for your review. Please note the following points:

Revenues:

1. Slip Fee/Annual Fee – Amount reflects current rates, no changes anticipated at this time. Fees were increased by two percent in 2020. Further discussion can be had on this. Current rates are included in the packet. Any change to the rates requires a public hearing before adoption.
2. Sales Tax – This amount is the same on the expense side, so it is a wash.
3. Slip Transfers – This figure reflects an average of four (4) transfers per year at \$100 each (\$30 each to record at the Register of Deeds office).
4. Interest on Investment – Interest rates plummeted, so interest revenue is down.
5. Rent – I have not budgeted any proceeds from Dock usage as it is highly variable.
6. Fund Cash Balance Applied – Although it is difficult to get an exact figure with projects pending, I am comfortable stating that at least \$200,000 would be available for capital projects after leaving \$100,000 in the fund balance (bank) at the lowest cash time of year which would be March 31st (before slip revenues come in). The Harbor Commission should decide which projects it would like to take on in 2022.
7. I have not budgeted for marina profits. This figure is variable. We have used this to increase savings and then in turn for capital projects in the next year.

Expenses:

1. Base Salary and Benefits – Reflects seven percent (7%) each of the Administrator and Administrative Assistant. Wage and benefit amounts have not been finalized yet by the City Council.
2. Insurance – No anticipated changes at this time.
3. Repairs & Maintenance – Dollars for Travelift and other repairs and maintenance at the Marina.
4. Capital Projects – With the draft budget, there would be \$28,290 available to place in this category, plus using up to \$200,000 from the bank at this time.
5. Principal and Interest Payments – Boat Ramp Loan \$16,579 in principal and \$1,802 in interest. Coal Dock loan \$35,330 in principle and \$7,257 in interest.
6. Unclassified – This is a miscellaneous account that has historically paid for the picnics and any travel expenses of the Harbor Commission. Reduced by \$1000 as we are not planning to host a conference.

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

| Account Number | | 2020 Actual Year-End | 2021 Projected Year-End | 2021 Budget | 2022 Proposed Budget | % Change In Budget |
|------------------------------------|--------------------------------|----------------------------|-------------------------------|-------------------|----------------------------|-----------------------|
| 210-00-43524-000-000 | PEFCA TANK REMOVAL GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-43525-000-000 | COAL DOCK GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-43526-000-000 | DNR GRANT | 254,198.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| INTERGOVERNMENTAL REVENUES | | 254,198.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-46371-000-000 | SLIP FEES | 135,234.47 | 0.00 | 135,235.00 | 135,234.00 | 0.00 |
| 210-00-46372-000-000 | ANNUAL FEE | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 | 0.00 |
| 210-00-46373-000-000 | MARINA SALES TAX COLLECTED | 7,713.24 | 0.00 | 7,713.00 | 7,713.00 | 0.00 |
| 210-00-46374-000-000 | SLIP TRANSFER FEE | 600.00 | 0.00 | 400.00 | 400.00 | 0.00 |
| PUBLIC CHARGES FOR SERVICES | | 148,547.71 | 0.00 | 148,348.00 | 148,347.00 | 0.00 |
| 210-00-48100-000-000 | INTEREST ON INVESTMENTS | 3,971.68 | 0.00 | 700.00 | 100.00 | -85.71 |
| 210-00-48111-000-000 | INTEREST ON LATE PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48200-000-000 | RENT - COAL DOCK | 3,793.75 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48201-000-000 | WINTER STORAGE FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48400-000-000 | INSURANCE RECOVERIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48900-000-000 | UNCLASSIFIED | 3,619.82 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER FINANCING SOURCES | | 11,385.25 | 0.00 | 700.00 | 100.00 | -85.71 |
| 210-00-49100-000-000 | PROCEEDS FROM LONG TERM DEBT | 205,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49102-000-000 | TRANS FROM OTHER FUNDS-WE LAUN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49300-000-000 | FUND CASH BALANCE APPLIED | 0.00 | 0.00 | 274,029.00 | 0.00 | -100.00 |
| 210-00-49400-000-000 | SALES OF GENERAL FIXED ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49401-000-000 | SALE OF SLIPS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49402-000-000 | MARINA PROFITS | 125,182.25 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSFER FROM OTHER FUNDS | | 330,182.25 | 0.00 | 274,029.00 | 0.00 | -100.00 |
| Total Revenues | | 744,313.71 | 0.00 | 423,077.00 | 148,447.00 | -64.91 |

Draft #1

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

| Account Number | | 2020 Actual Year-End | 2021 Projected Year-End | 2021 Budget | 2022 Proposed Budget | % Change In Budget |
|---------------------------|-------------------------------|----------------------------|-------------------------------|-------------------|----------------------------|-----------------------|
| 210-00-51450-312-000 | MARINA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GENERAL GOVERNMENT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-000-000 | DOCKS & HARBORS COMMISSION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-110-000 | BASE SALARY/WAGES | 9,814.57 | 0.00 | 9,122.00 | 7,620.00 | -16.47 |
| 210-00-53540-111-000 | PER DIEM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-151-000 | FICA EXPENSE | 726.13 | 0.00 | 699.00 | 584.00 | -16.45 |
| 210-00-53540-152-000 | BENEFITS | 1,571.37 | 0.00 | 2,873.00 | 1,222.00 | -57.47 |
| 210-00-53540-158-000 | WORKMENS COMP | 0.00 | 0.00 | 150.00 | 150.00 | 0.00 |
| 210-00-53540-160-000 | INSURANCE | 13,000.00 | 0.00 | 13,000.00 | 13,000.00 | 0.00 |
| 210-00-53540-210-000 | OPER. PAYMENTS/DOCK FEE SPLIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-249-000 | PECFA CLEAN UP COST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-321-000 | MEMBERSHIPS | 585.00 | 0.00 | 600.00 | 600.00 | 0.00 |
| 210-00-53540-322-000 | NEWS PAPER ADV. | 0.00 | 0.00 | 300.00 | 300.00 | 0.00 |
| 210-00-53540-323-000 | MANAGER LOAN PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-342-000 | REPAIRS & MAINT. | 35,195.30 | 0.00 | 25,000.00 | 27,000.00 | 8.00 |
| 210-00-53540-343-000 | MARINA RFP-EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-591-000 | SALES TAX PAYMENTS | 7,713.24 | 0.00 | 7,713.00 | 7,713.00 | 0.00 |
| 210-00-53540-800-000 | COAL DOCK PROJECT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-805-000 | WE BOAT LAUNCH PROJECT | 566,285.90 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-810-000 | CAPITAL PROJECT | 25,854.61 | 0.00 | 300,000.00 | 28,290.00 | -90.57 |
| 210-00-53540-820-000 | CAPITAL IMPROVEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PUBLIC WORKS | | 660,746.12 | 0.00 | 359,457.00 | 86,479.00 | -75.94 |
| 210-00-58100-000-000 | PRINCIPAL | 251,151.85 | 0.00 | 52,083.00 | 51,909.00 | -0.33 |
| 210-00-58200-000-000 | INTEREST AND FISCAL CHARGES | 10,488.67 | 0.00 | 9,537.00 | 9,059.00 | -5.01 |
| LOAN/LEASE PAYMENT | | 261,640.52 | 0.00 | 61,620.00 | 60,968.00 | -1.06 |
| 210-00-59119-000-000 | UNCLASSIFIED | 5,135.88 | 0.00 | 2,000.00 | 1,000.00 | -50.00 |
| 210-00-59200-000-000 | TRANSFER TO TID | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59210-000-000 | TRANSFER TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59230-000-000 | TRANSFER TO DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59241-000-000 | TRANSFER TO WATERFRONT DEVEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GASB 75 EXPENSE | | 5,135.88 | 0.00 | 2,000.00 | 1,000.00 | -50.00 |
| Total Expenses | | 927,522.52 | 0.00 | 423,077.00 | 148,447.00 | -64.91 |
| Net Totals | | -183,208.81 | 0.00 | 0.00 | 0.00 | -50.00 |

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

| Account Number | | 2021 August | 2021 Actual 08/27/2021 | 2021 Budget | Budget Status | % of Budget |
|------------------------------------|--------------------------------|----------------|------------------------------|-------------------|--------------------|----------------|
| 210-00-43524-000-000 | PEFCA TANK REMOVAL GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-43525-000-000 | COAL DOCK GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-43526-000-000 | DNR GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| INTERGOVERNMENTAL REVENUES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-46371-000-000 | SLIP FEES | 0.00 | 135,234.20 | 135,235.00 | -0.80 | 100.00 |
| 210-00-46372-000-000 | ANNUAL FEE | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 100.00 |
| 210-00-46373-000-000 | MARINA SALES TAX COLLECTED | 0.00 | 7,713.06 | 7,713.00 | 0.06 | 100.00 |
| 210-00-46374-000-000 | SLIP TRANSFER FEE | 0.00 | 400.00 | 400.00 | 0.00 | 100.00 |
| PUBLIC CHARGES FOR SERVICES | | 0.00 | 148,347.26 | 148,348.00 | -0.74 | 100.00 |
| 210-00-48100-000-000 | INTEREST ON INVESTMENTS | 0.00 | 59.21 | 700.00 | -640.79 | 8.46 |
| 210-00-48111-000-000 | INTEREST ON LATE PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48200-000-000 | RENT - COAL DOCK | 0.00 | 1,950.00 | 0.00 | 1,950.00 | 0.00 |
| 210-00-48201-000-000 | WINTER STORAGE FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48400-000-000 | INSURANCE RECOVERIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-48900-000-000 | UNCLASSIFIED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OTHER FINANCING SOURCES | | 0.00 | 2,009.21 | 700.00 | 1,309.21 | 287.03 |
| 210-00-49100-000-000 | PROCEEDS FROM LONG TERM DEBT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49102-000-000 | TRANS FROM OTHER FUNDS-WE LAUN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49300-000-000 | FUND CASH BALANCE APPLIED | 0.00 | 0.00 | 274,029.00 | -274,029.00 | 0.00 |
| 210-00-49400-000-000 | SALES OF GENERAL FIXED ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49401-000-000 | SALE OF SLIPS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-49402-000-000 | MARINA PROFITS | 0.00 | 143,572.90 | 0.00 | 143,572.90 | 0.00 |
| TRANSFER FROM OTHER FUNDS | | 0.00 | 143,572.90 | 274,029.00 | -130,456.10 | 52.39 |
| Total Revenues | | 0.00 | 293,929.37 | 423,077.00 | -129,147.63 | 69.47 |

Fund: 210 - MARINA OPERATIONS-HARBOR COM.

| Account Number | | 2021 August | 2021 Actual 08/27/2021 | 2021 Budget | Budget Status | % of Budget |
|---------------------------|-------------------------------|-------------------|------------------------------|-------------------|-------------------|----------------|
| 210-00-51450-312-000 | MARINA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GENERAL GOVERNMENT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-000-000 | DOCKS & HARBORS COMMISSION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-110-000 | BASE SALARY/WAGES | 641.76 | 3,206.80 | 9,122.00 | 5,915.20 | 35.15 |
| 210-00-53540-111-000 | PER DIEM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-151-000 | FICA EXPENSE | 48.00 | 239.84 | 699.00 | 459.16 | 34.31 |
| 210-00-53540-152-000 | BENEFITS | 92.48 | 609.44 | 2,873.00 | 2,263.56 | 21.21 |
| 210-00-53540-158-000 | WORKMENS COMP | 0.00 | 0.00 | 150.00 | 150.00 | 0.00 |
| 210-00-53540-160-000 | INSURANCE | 0.00 | 0.00 | 13,000.00 | 13,000.00 | 0.00 |
| 210-00-53540-210-000 | OPER. PAYMENTS/DOCK FEE SPLIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-249-000 | PECFA CLEAN UP COST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-321-000 | MEMBERSHIPS | 0.00 | 585.00 | 600.00 | 15.00 | 97.50 |
| 210-00-53540-322-000 | NEWS PAPER ADV. | 0.00 | 0.00 | 300.00 | 300.00 | 0.00 |
| 210-00-53540-323-000 | MANAGER LOAN PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-342-000 | REPAIRS & MAINT. | 5,504.83 | 16,270.97 | 25,000.00 | 8,729.03 | 65.08 |
| 210-00-53540-343-000 | MARINA RFP-EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-591-000 | SALES TAX PAYMENTS | 0.00 | 7,712.91 | 7,713.00 | 0.09 | 100.00 |
| 210-00-53540-800-000 | COAL DOCK PROJECT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-53540-805-000 | WE BOAT LAUNCH PROJECT | 0.00 | 87,808.80 | 0.00 | -87,808.80 | 0.00 |
| 210-00-53540-810-000 | CAPITAL PROJECT | 0.00 | 75,565.77 | 300,000.00 | 224,434.23 | 25.19 |
| 210-00-53540-820-000 | CAPITAL IMPROVEMENT | 13,700.00 | 49,070.00 | 0.00 | -49,070.00 | 0.00 |
| PUBLIC WORKS | | 19,987.07 | 241,069.53 | 359,457.00 | 118,387.47 | 67.06 |
| 210-00-58100-000-000 | PRINCIPAL | 0.00 | 52,082.43 | 52,083.00 | 0.57 | 100.00 |
| 210-00-58200-000-000 | INTEREST AND FISCAL CHARGES | 0.00 | 9,537.27 | 9,537.00 | -0.27 | 100.00 |
| LOAN/LEASE PAYMENT | | 0.00 | 61,619.70 | 61,620.00 | 0.30 | 100.00 |
| 210-00-59119-000-000 | UNCLASSIFIED | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0.00 |
| 210-00-59200-000-000 | TRANSFER TO TID | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59210-000-000 | TRANSFER TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59230-000-000 | TRANSFER TO DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 210-00-59241-000-000 | TRANSFER TO WATERFRONT DEVEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GASB 75 EXPENSE | | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0.00 |
| Total Expenses | | 19,987.07 | 302,689.23 | 423,077.00 | 120,387.77 | 71.54 |
| Net Totals | | -19,987.07 | -8,759.86 | 0.00 | 8,759.86 | |

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Tuesday, August 10, 2021 10:21 AM
To: 'Carl Broberg'
Cc: 'Scott Kluver'
Subject: RE: Marina Maintenance

Greetings:

I am finally able to start making headway on capital repairs/improvements as Carl noted below.

1. Cady Plumbing: I have an appt for 10/26/21 to get pricing on the valves and the radiant heat system in the paint area of the service bay.
2. Marine Travelift: Emailed them for scheduling on inspection and pricing updates on swivels and sprockets. We also have a vibration in the R1 spool, likely a bearing, that needs to be addressed.
3. 12 Ton Trailer – getting pricing from Travelift, Zifco and Hermantown Hydraulics.

Additional Items that we need to discuss:

1. Service bay side doors: Dick Olson is going to come and measure and provide a quote for the 3 side doors. The door on the SE side is in such bad condition it could be kicked in quite easily.
2. Yard Truck: for the past 14 years we've had the luxury of using Tom Mager's various pick-up trucks to provide clean up snow plowing and hauling various things on our road trailer – ie cradles, shrinkwrap. He is retiring at the end of this season so we'll need to get something as no one has a vehicle they are willing to use for the same purpose.

I'll keep you posted as I get information.

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

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

From: Carl Broberg <crbroberg@centurytel.net>
Sent: Tuesday, August 3, 2021 3:29 PM
To: 'Michelle Shrider' <michelle@washburnmarina.com>
Cc: Scott Kluver <washburnadmin@cityofwashburn.org>
Subject: Marina Maintenance

1. Last spring you had contacted Cady to replace some of the original water main valves in the utility room off the Ship's Store. Did you ever hear back from him?
2. On your inspection report, you listed Cable Spools, sprockets and lift swivels as needing repair. When is the next Travel Lift inspection scheduled?

3. Can you provide a cost estimate for the tires and front swivel wheels on the 12 ton trailer?
Carl

Sent from [Mail](#) for Windows 10

Paint only: \$2500 estimate from Sherwin Wm 6/21/17, WM staff started in fall 2020
Old estimate

Marine Travelift Parts quote 8/10/2021, installed inhouse

Zifco Tires quote, 08/11/2021, 10-14 days delivery

Marine Travelift quote, 8/10/21, includes MT labor, doesn't include inspection of R1 spool bearing

Cady Plumbing providing quote 10/26/21

Cady Plumbing providing quote 10/26/21

Olson Building Supply providing quote 9/1/21

Needed for hauling & snow removal

significant # replaced summer 2019

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

Based on info from Impact Protective Coatings