



MARINA COMMITTEE MEETING AGENDA

Wednesday, February 19th, 2025 at 4:00 P.M.

This meeting will be held via ZOOM Video Conferencing. To access the meeting, click below:

<https://zoom.us/j/3597569647?pwd=D1ZJwd6S8ft4i6gu1Nplkia2sdJwab.1&omn=91871029746>

Meeting ID: 359 756 9647

Password: 10733

To connect by telephone, please dial

1-305-224-1968 - Meeting ID 359 756 9647#

Deviations from the agenda order shown may occur.

1	Alison Werner - Chairperson		2	Louise Howson - Trustee	
3	Patrice Champeau - Trustee		4	Pat Duffy - Resident	
5	Kevin Grant – Citizen			<i>Marina Manager – David Lienau</i>	
	<i>Julie Schmelzer – Village Administrator</i>			<i>Asst. Marina Manager- Sam Jordan</i>	

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – January 8th, 2025
4. Comments and Correspondence
5. Discussion/Action Items:
 - a) Marina Annual Report
 - b) Boathouse Project
 - c) Utilities Update
 - d) Seasonal & Transient Revenue
 - e) Dock Repair & Rehab
 - f) Boardwalk Quotes
 - g) Dredging
 - h) Review of Financials
 - i) AMI National Conference Review
6. Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee
7. Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above can be directed to Village Administrator, Julie Schmelzer. Email julie.schmelzer@sisterbaywi.gov. It is possible that members of, and possibly a quorum of members, of other governmental bodies of the municipality may attend the meeting to gather information; no action will be taken by any governmental body other than the governmental body specifically referred to in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administration Office at 854-4118, (FAX) 854-9637, or by writing to the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. Monday – Thursday, 8 a.m. to 12:00 p.m. on Friday).

The Village of Sister Bay is an Equal Opportunity Provider.

POSTED DATE/SIGNATURE _____

MARINA COMMITTEE MEETING MINUTES
Wednesday, January 8th, 2025
(Approval Pending)

Agenda Item No. 1. The January 8th, 2025 meeting of the Marina Committee was called to order by Chairperson Alison Werner at 4:00 P.M.

Present: Alison Werner, Louise Howson, Patrice Champeau, Pat Duffy, and Kevin Grant

Staff: Marina Manager Dave Lienau, Assistant Manager Sam Jordan

Others: Thor Johnson, Marley Inksetter, Merih Bayirli

Agenda Item No. 2. Approval of the Agenda

A motion was made by Champeau, seconded by Duffy that the Agenda for the January 8th, 2025 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 3. Approval of the Minutes

A motion was made by Duffy, seconded by Grant that the minutes of the November 13th, 2024 meeting of the Marina Committee be amended and approved by the committee. Motion carried – All ayes.

Agenda Item No. 4. Comments, correspondence, and concerns from the public

No correspondence was received for this meeting. Werner asked if anyone would like to make a public comment, and no one responded.

Agenda Item No. 5. Manager's Report

Lienau provided the manager's report as listed in the meeting agenda. He noted that the marina winterization process is complete. Seasonal slip renewals are finalized with only three slips turning over for 2025. Transient reservation requests have started filtering in with over a hundred reservations currently in process. Sail Door County's new contract has been signed and is ready for the board to approve at the next meeting. Marina construction consultants and vendors have advised that concrete is the best material to replace the boardwalk with. The marina managers are still awaiting a final quote for a concrete replacement, but it is imperative that the boardwalk is replaced by next season. A maintenance dredging permit is currently in process to allow dredging of the lakebed in the marina to accommodate gradually lowering water levels in the great lakes. The Sumerset Marine construction quotes in the packet for C and D Dock resurfacing are reversed in their labeling but will be amended soon. Both marina managers will be attending the American Marine Industries National Conference and Expo in late January.

Agenda Item No. 6. Matters to be placed on a future agenda or referred to a committee, official, or employee

The next meeting of the Marina Committee is scheduled for February 19th, 2025 at 4:00 P.M. via virtual

1 *Zoom meeting.*

2

3 **Adjournment:** *A motion was made by Grant, seconded by Howson to adjourn the January 8th, 2025*
4 *meeting of the Marina Committee at 4:36 P.M. Motion carried – All ayes.*

5

6 Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Samuel Jordan', written in a cursive style.

7

8 Samuel Jordan

9 Assistant Marina Manager

Sister Bay Marina

Annual Report 2024

Highlights

Once again, the Marina had a very busy and successful season. Multiple projects were completed in the 5-year plan to rehab and update the piers. 2024 was the 4th year of the plan. An assistant manager was hired and in place for the 2024 season.

Projects

2024 projects completed include rehabbing 8 finger piers on D dock and 14 finger piers on C dock. This entails removing the finger pier from the main dock with a crane and placing it on land, or directly to a flat bed trailer for transport to a large shop area. When finished the finger piers are returned and placed back in the water in spring.

The Marina boat house museum project continues to move forward. In 2024 the Marina Committee approved the concept of remodeling the boat house for use as a maritime museum with the wooden boat the “Shadow” as the primary attraction, with the Sister Bay Historical Society coordinating. The project is expected to move forward in 2025.

Personnel

The marina employed a mix of 15 full-time and part-time personnel. It is the largest number of employees in a village owned operation during May through October each year. Sam Jordan was hired as the full time Assistant Marina Manager and assumed his duties in April 2024. David Lienau, Marina Manager, completed his 3-year Marina Manager Certification program and will be awarded his certification at the Association of Marina Industries national conference in January 2025.

Our employees include High School, College, and Retiree aged individuals. Each is trained in safe operations and boat handling within the Marina, customer service, use of Marina software, maintenance, and emergency procedures.

Customer Service

During 2024, the marina accommodated over 85,000 customer interactions. This includes seasonal, transient, and commercial operations. On average, in office customer visits were 115 daily in the peak season. In addition to the commercial operations, there are 100 seasonal tenants. Transient slips in the Marina have 21420 “slip days” per season available for daily rental. We had 95% occupancy rate and accommodated 35,568 individuals during overnight stays throughout the season.

Continued Initiatives

The Marina continues to work with the University of Oshkosh on a Bay of Green bay water level study using an instrument that measures the surface of the water via the internet 24/7. They hope to be able to predict on a proactive basis short term and long-term water levels. This could be particularly useful when predicting **lake seiches**, which have been costly and damaging to our marina in the past. They have placed these sensors throughout the bay of green bay to compile data.

The Marina also has a SeaBin placed in the marina during the season. The SeaBin skims the surface of the water and collects micro plastics and other small items found in the water. Periodically, the bin is emptied, and contents are collected for further study.

The Marina became a certified Clean Marina in 2023. This is an ongoing process, and we continue to improve and maintain our policies and procedures to maintain our certification as a Clean Marina.

Economic Impact

Annually the marina, working with the Association of Marine Industries and the University of Florida, perform an economic impact assessment. The results are informative and point out areas where the marina supports the community. Sister Bay Marina in the last year of study had \$996,000 dollars of revenue. The study shows we directly impact up to 29 jobs in the area as well as \$195,290 in state and local taxes, \$270,410 in federal taxes, and \$3,760,375 in direct and indirect dollars to the businesses, hotels, and restaurants in Sister Bay.

Tidbits

The Marina generates more revenue when it is closed than when it is open. During December, January, February, and March over 90% of the annual revenue is booked and collected by the Marina.

We watch the ice from the office during the winter season and it is amazing how much the ice moves and changes on an hourly basis. We are watching the ice because we have 26 “ice eaters” the protect the docks and piers from ice damage.

We are looking forward to another great season in 2025!

From: John Blossom <johnb@oldsailorshome.com>
Sent: Thursday, January 23, 2025 12:32 PM
To: Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Subject: Fwd: Sister Bay Waterfront Museum Committee Update

As the attached shows, we are planning to retain Marc Isaksen as our architect for re-purposing the Marina Boathouse as "Sister Bay Waterfront Museum". Retaining Isaksen requires approval by our Committee and Sister Bay Historical Society Board of Directors.

We understand that potential use of the second floor requires further information and consideration. We will do our planning around making no changes to that space or use of the space at this time.

I sent our Carlson Erickson Inc drawings to you earlier. Our next step will be (assuming approval by the SBHS Board) to present our objectives to Marc Isakson and have him develop final plans.

Is it appropriate for you to begin preparation of an operating agreement for our Committee and Sister Bay Historical Society's review? If you have a template agreement, we would like to review it and make recommendations for your consideration.

Thanks for your help! We are eager to answer your questions as we proceed.

John Blossom

----- Forwarded message -----

From: **John Blossom** <johnb@oldsailorshome.com>
Date: Thu, Jan 23, 2025 at 12:03 PM
Subject: Sister Bay Waterfront Museum Committee Update
To: Mike Kahr <mikekahr@gmail.com>, Russ Forkert <russ@yachtworks.com>, Bill Hebal <whebal@yahoo.com>, Laurie Zelnio <lauriezelnio@gmail.com>, Fred Johnson <dragonsbreathpress@gmail.com>, Scott@HeidlerHardwood.com <scott@heidlerhardwood.com>, Jeff Kimbell <Jkimbell@eclipse.com>
CC: John and Laura Lijewski <lijewski@aol.com>, Terry Wolf <twolf320@gmail.com>

Our next step is to give Marc Iseksen our objectives for the building. That will include an updated drawing from Carlson Erickson Inc with the entrance for the boat on the east end of the building (and moving the HVAC and electrical service)...in addition to the Tim Halbrook staff drawings. Marc will give us an updated proposal for his service as our architect.

As soon as we have that process underway, we will have a full committee meeting. I talked today with a prominent member of the Sister Bay Marina Committee. He reiterated his, and the Marina Committee's, 100% support of our project (including the plan to create Sister Bay MARINA CLUB as our founding, funding, and annual financial support mechanism).

It will be best for us to be patient and hold off on inclusion of the second floor of the boathouse to be included in our plans. That is not critical to us and is best left for later. The challenges include: revenue potential for the space, concern about the "optics" of a space used only for wealthy folks, and lack of specificity of how we would use the space. There are ways we can plan around these concerns but no hurry.

We have no authority to bind the Sister Bay Historical Society to any service or expense. Our next step will be to present our plans and Marc Iseksen's architectural proposal to the Board of SBHS. If approved, we can request payment to Marc so he can begin as soon as possible.

John Blossom

From: John Blossom <johnb@oldsailorshome.com>
Sent: Saturday, February 1, 2025 10:13 AM
To: Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Subject: Re: Sister Bay Waterfront Museum Committee Update

Is there anything that you want us to do? Do you have a template agreement that we might review?

John Blossom

On Mon, Feb 3, 2025 at 12:44 PM Julie Schmelzer <julie.schmelzer@sisterbaywi.gov> wrote:

John, I had this on my Plan Commission agenda for review, but Dave informed me your group has not agreed on the club idea or the design, so I pulled it until I know the Marina Committee has approved the second floor use and building design. I know they agreed to the museum, but it sounds like they have not approved the work to be done to the building, or the club idea.

Julie

From: John Blossom <johnb@oldsailorshome.com>
Sent: Thursday, February 6, 2025 11:22 AM
To: Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Subject: Re: Sister Bay Waterfront Museum Committee Update
Thanks...

The Committee, in a meeting on Tuesday, January 28 expressed preference for the agreement to include the entire building since re-hab of the building will not be limited to the first floor elevation...it will include the building's exterior walls extending to the roof and the HVAC system will include both the first and second floor.

The Committee has not determined how the second floor may be used and believes that needs to be addressed in a second stage of the project.
Stage one is to re-hab the building and display SHADOW and other waterfront artifacts.

If the agreement specifies the building, rather than just the first floor, it will clarify insurance matters (which should include the entire structure), maintenance (which will include the roof) and utility matters.

The building design plans will be prepared by Marc Isaksen as architect for the project. The Committee is agreed about the general design of the building. Sister Bay Historical Society Board of Directors will be asked to approve the agreement to retain Isaksen at its upcoming Board Meeting on February 6.

The re-hab plans prepared by Marc Isaksen will, ultimately, need to be accepted by the Board of Sister Bay Historical Society and, of course, by the Committee and will be presented to the Marina Committee as the final plans.

Creating "Sister Bay MARINA CLUB" as the founding, funding, and operational entity for this project, as a Committee of Sister Bay Historical Society has been approved by Sister Bay Historical Society and by the Committee. That concept was presented and, I believe, accepted at the meeting of the Marina Committee I attended and displayed Sister Bay MARINA CLUB materials (including the model of SHADOW and the club burgee)

We have over \$200,000 in reserve funds at this point and will move forward to generate additional capital as Sister Bay MARINA CLUB from persons interested in Sister Bay's waterfront history and members of the boating community.

If there is an opportunity to update the Marina Committee and answer questions at an upcoming meeting, I would like to do so...but I would need to be a ZOOM participant since we are in Florida until May.

John Blossom

From: Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Sent: Thursday, February 6, 2025 2:26 PM
To: John Blossom <johnb@oldsailorshome.com>
Subject: Re: Sister Bay Waterfront Museum Committee Update

Hi John,

I'll forward this to Dave, since it is his committee that needs to approve the project/use of the building before I can bring it to the Plan Commission, and Village Board.

It sounds like there's a lot of people involved in this project, and people are reporting different things to Dave, which makes it hard to know what is going on. I'm getting a 'who's on first' type of confusion! 😊 But the bottom line is, the Marina Committee has to approve the use and plans; then the Plan Commission; then I work on a contract; then this can go to the Village Board.

Julie

From: John Blossom <johnb@oldsailorshome.com>
Sent: Thursday, February 6, 2025 3:55 PM
To: Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Subject: Re: Sister Bay Waterfront Museum Committee Update

The SHADOW is owned by the Sister Bay Historical Society and the SBHS Board is 100% supportive of establishing Sister Bay MARINA CLUB as the entity to found, fund, and finance the Sister Bay Waterfront Museum by rehabbing the boathouse for display of SHADOW and other waterfront artifacts - as Sister Bay Waterfront Museum.

At the SBHS Board meeting this evening the members of the Committee will be approved by the Board. We are working hard at doing everything with consensus. I will keep Dave up to date so we can minimize confusion.

I expect the Board to approve retaining Marc Isaksen as architect for the project at tonight's meeting. Mike Kahr is the committee member who will be responsible for clarifying our design basics with Isaksen.

There has been some difference of opinion about how SHADOW will be brought into the building and how/whether the boat will be able to be launched into the water. We are now operating with consensus and that will make progress more rapid and more evident. .

John Blossom
Chair - Sister Bay MARINA CLUB committee of SBHS.

From: John Blossom <johnb@oldsailorshome.com>
Sent: Friday, February 7, 2025 7:52 AM
To: Mike Kahr <mikekahr@gmail.com>; Russ Forkert <russ@yachtworks.com>; Laurie Zelnio <lauriezelnio@gmail.com>; Bill Hebal <whebal@yahoo.com>; Fred Johnson <dragonsbreathpress@gmail.com>; Jeff Kimbell <jkimbell@eclipse.com>
Cc: John and Laura Lijewski <lijewski@aol.com>; Julie Schmelzer <julie.schmelzer@sisterbaywi.gov>
Subject: SBHS Board Action

At the monthly meeting of the Sister Bay Historical Society yesterday, our Committee members were formally approved and retention of Marc Isaksen as architect to develop the plans for the building was approved. John Lejewski (President of SBHS) will send the \$2,000 retainer to Marc.

Marc's work will begin with an opportunity to provide input about our objectives. As you know, Mike Kahr was selected as our leader in our relationship with the architect.

SBHS is working on our Charter as Sister Bay Marina Club (a Committee of Sister Bay Historical Society - a 501(c)(3) not-for-profit organization) with the core priority to found, fund, and provide ongoing financing for the Municipal Marina boathouse building as Sister Bay Waterfront Museum for display of SHADOW and other Sister Bay waterfront artifacts.

As soon as a draft agreement is available I will send it to all of you for review...and schedule our next Committee meeting. We want to have significant autonomy but maintain SBHS 501(c)(3) status as our "parent" for donations, etc. and, being part of SBHS (as Russ Forkert initially designed this) gives us added credibility and SBHS resources.

I will ask that we be scheduled to bring an update report to the Marina Committee. There has, apparently, been some confusion about our progress and commitment. Please be careful to share any disagreement with our goals and momentum with our Committee so that we can iron out any differences and work as a team.

Thank you for your help and participation.

John Blossom

Hi Dave,

The Utilities Committee met this morning and discussed the sewer charge matter. Based on the information available, and concern over setting precedent and having to refund others who do not direct all water to the sewer (e.g. those that use water to wash cars or water their garden), they felt they had no choice but to support the Utilities Dept. charges to the Marina. The committee did say however, if you have new information, or find a statute or other rule that allows the marina to circumvent/be an exception to the rules the committee reviewed, to bring those forward before the April 8th meeting (so it can be 'reconsidered at the same subsequent meeting'). I don't believe the committee wanted to charge the Marina, but as one member said, "our hands are tied". I will ask Randy one more time to let me know if he finds anything to exempt the Marina, but in the meantime, if you haven't already, you might want to reach out to your colleagues to see if they ever ran into this issue and how it was handled.

Julie



Law Firm of
CONWAY, OLEJNICZAK & JERRY, S.C.

Since 1976

January 20, 2025

Randall J. Nesbitt
RJN@lcojlaw.com

Julie Schmelzer
Village of Sister Bay
P.O. Box 769
Sister Bay, WI 54234

Re: Municipal Utility Charges for Municipal Connections

Dear Julie:

I have read through the Wisconsin Statutes, Public Service Commission (PSC) rate materials, and Wisconsin Administrative Codes applicable to fees charged to a municipality for use of water services. In doing so, I found that the State Statutes are fairly generic in their language which indicates that municipal utility charges are to be non-discriminatory. The PSC Administrative Code provisions, however, are much more clear in their language:

PSC 185.15 Free or discriminatory service prohibited. No utility shall provide water service free or at a rate different than provided for in its rates. (See ss. [196.22](#) and [196.60](#), Stats.) This section applies to, but is not limited to, water service for all nonutility municipal purposes such as street and sewer flushing, and service to nonutility public buildings.

PSC 185.31 Metered service.

- (1) Except where otherwise authorized by the commission, all water sold by a utility shall be on the basis of meter measurement except that the volume of water used for fire protection, street or sewer flushing, construction, or similar purposes where metering is not practicable may be estimated. (See s. [PSC 185.15](#).)
- (2) Wherever practicable, consumption of water within the utility itself, or by administrative units associated with it or with the municipality shall be metered.

These PSC Administrative Code sections, together with language from some other PSC Administrative Codes, make it clear that the Village of Sister Bay Utilities has a legal obligation to bill the Village of Sister Bay for all non-utility use of water service. As a result it is incumbent on the Village to assure that all non-utility municipal buildings contain a water meter, and that the metered use of all Village buildings be billed to the Village at rates consistent with

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January 20, 2025

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public rates. I note that there is an exception, however, as to Fire Protection Rates, as there is a set specific rate to be charged per a PSC determination.

I note that there is no similar requirement for municipal sewerage charges. However, a practice of not charging sewerage use charges for municipal facilities consistent with water usage may lead to a general claim of discriminatory practices by a ratepayer.

I am unclear as to what practice is in effect by the Village of Sister Bay as to water usage charges for municipal buildings. It is clear to me, upon review of this subject, that the Village needs to review its municipal water usage practices and have the utilities submit invoices to the Village for water used in all municipal facilities, including the Marina.

Please feel free to contact me with any questions.

Very truly yours,

LAW FIRM OF CONWAY, OLEJNICZAK & JERRY, S.C.

By: 

Randall J. Nesbitt

5298511

cc: Heidi Teich, Village of Sister Bay

Total Slip Revenue (YTD): **\$317,152**

- Transient: \$178,739
- Seasonal: \$138,413

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

MARINA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
690-42800-000-000	AMORTIZATION OF PREMIUM	.00	.00	2,803.00	(2,803.00)	.00
		.00	.00	2,803.00	(2,803.00)	.00
690-46371-000-000	SEASONAL SLIP FEES	70,356.85	70,356.85	467,851.00	(397,494.15)	15.04
690-46372-000-000	DAILY DOCKING/TRANSIENT FEES	154,844.58	154,844.58	278,500.00	(123,655.42)	55.60
690-46373-000-000	LAUNCH FEES	.00	.00	19,000.00	(19,000.00)	.00
690-46375-000-000	PUMP OUT SERVICES	.00	.00	2,350.00	(2,350.00)	.00
690-46376-000-000	COMMERCIAL DOCKING	.00	.00	144,244.00	(144,244.00)	.00
690-46377-000-000	DISCOUNTED SALES	.00	.00	(1,000.00)	1,000.00	.00
690-46380-000-000	LAUNDRY NON-TAXABLE	.00	.00	500.00	(500.00)	.00
690-46381-000-000	PRODUCT SALES	.00	.00	8,000.00	(8,000.00)	.00
690-46383-000-000	NON TAXABLE PRODUCT SALES	.00	.00	500.00	(500.00)	.00
		225,201.43	225,201.43	919,945.00	(694,743.57)	24.48
690-48110-000-000	INTEREST ON INVESTMENTS	.00	.00	33,673.60	(33,673.60)	.00
690-48995-000-000	MISC OTHER REVENUE	.00	.00	300.00	(300.00)	.00
	TOTAL SOURCE 48	.00	.00	33,973.60	(33,973.60)	.00
	TOTAL FUND REVENUE	225,201.43	225,201.43	956,721.60	(731,520.17)	23.54

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

MARINA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
690-53540-111-000	FULL-TIME WAGES	7,072.68	7,072.68	123,531.00	116,458.32	5.73
690-53540-111-051	FULL-TIME WAGES FACILITIES	147.96	147.96	9,570.00	9,422.04	1.55
690-53540-111-920	FULL-TIME WAGES ADMIN	125.68	125.68	21,191.00	21,065.32	.59
690-53540-114-000	UNWORKED WAGES	727.52	727.52	.00	(727.52)	.00
690-53540-121-000	PART-TIME WAGES	.00	.00	72,094.00	72,094.00	.00
690-53540-122-000	PART-TIME OVERTIME WAGES	.00	.00	10,200.00	10,200.00	.00
690-53540-123-000	BONUSES, DOCKMASTERS	.00	.00	3,050.00	3,050.00	.00
690-53540-131-000	RETIREMENT	561.88	561.88	10,745.00	10,183.12	5.23
690-53540-132-000	SOCIAL SECURITY	636.87	636.87	18,379.00	17,742.13	3.47
690-53540-133-000	INSURANCE, MEDICAL	1,228.64	1,228.64	19,158.00	17,929.36	6.41
690-53540-134-000	INSURANCE, DENTAL	51.36	51.36	915.00	863.64	5.61
690-53540-135-000	INSURANCE, GROUP LIFE	.46	.46	57.00	56.54	.81
690-53540-136-000	INSURANCE, DISABILITY	41.45	41.45	605.00	563.55	6.85
690-53540-137-000	HSA BENEFITS EXPENSE	.00	.00	6,058.00	6,058.00	.00
690-53540-138-000	EAP BENEFITS EXPENSE	11.48	11.48	166.00	154.52	6.92
690-53540-140-000	VISION BENEFITS	6.20	6.20	121.00	114.80	5.12
690-53540-141-000	UNIFORM ALLOWANCE	.00	.00	2,000.00	2,000.00	.00
690-53540-142-000	RECRUITMENT/TESTING/PHYSICALS	.00	.00	500.00	500.00	.00
690-53540-143-000	RECOGNITION	.00	.00	700.00	700.00	.00
690-53540-144-000	MILEAGE	.00	.00	400.00	400.00	.00
690-53540-145-000	EXPENSE ALLOWANCE	.00	.00	200.00	200.00	.00
PERSONNEL		10,612.18	10,612.18	299,640.00	289,027.82	3.54
690-53540-201-000	ELECTRIC/GAS	.00	.00	24,000.00	24,000.00	.00
690-53540-202-000	WATER/SEWER/STORM	(4,726.05)	(4,726.05)	10,000.00	14,726.05	(47.26)
690-53540-203-000	TELEPHONE	69.39	69.39	1,260.00	1,190.61	5.51
690-53540-204-000	CELL PHONE	77.99	77.99	275.00	197.01	28.36
690-53540-205-000	INTERNET	680.83	680.83	4,500.00	3,819.17	15.13
690-53540-206-000	TELEVISION	104.98	104.98	850.00	745.02	12.35
690-53540-207-000	RECYCLING	148.05	148.05	1,000.00	851.95	14.81
690-53540-208-000	GARBAGE	393.75	393.75	5,000.00	4,606.25	7.88
690-53540-209-000	LEGAL	.00	.00	500.00	500.00	.00
690-53540-210-000	AUDITING & CONSULTING	3,006.37	3,006.37	2,750.00	(256.37)	109.32
690-53540-211-000	WEED CONTROL	.00	.00	3,500.00	3,500.00	.00
690-53540-214-000	HOLDING TANK EXPENSE	.00	.00	200.00	200.00	.00
CONTRACTUAL SERVICES		(244.69)	(244.69)	53,835.00	54,079.69	(.45)

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

MARINA

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
690-53540-301-000	VEHICLE & EQUIPMENT GAS, OIL,	.00	.00	250.00	250.00	.00
690-53540-303-000	EQUIPMENT RENTAL	.00	.00	350.00	350.00	.00
690-53540-310-000	COMPUTER SOFTWARE MAINTENANCE	2,200.73	2,200.73	13,200.00	10,999.27	16.67
690-53540-311-000	WEBSITE	.00	.00	1,000.00	1,000.00	.00
690-53540-312-000	IT SUPPORT	.00	.00	4,000.00	4,000.00	.00
690-53540-321-000	OFFICE SUPPLIES	65.04	65.04	1,000.00	934.96	6.50
690-53540-322-000	POSTAGE	.00	.00	300.00	300.00	.00
690-53540-324-000	PRINTING/COPYING	256.05	256.05	2,750.00	2,493.95	9.31
690-53540-325-000	ADVERTISING & PUBLIC NOTICES	.00	.00	2,000.00	2,000.00	.00
690-53540-331-000	MEMBERSHIP DUES	300.00	300.00	850.00	550.00	35.29
690-53540-332-000	EDUCATION/TRAINING	509.00	509.00	7,500.00	6,991.00	6.79
690-53540-351-000	MEDICAL/SAFETY SUPPLIES	.00	.00	1,500.00	1,500.00	.00
690-53540-352-000	MINOR EQUIPMENT AND TOOLS	2,350.00	2,350.00	10,000.00	7,650.00	23.50
690-53540-353-000	GENERAL SUPPLIES	.00	.00	4,000.00	4,000.00	.00
690-53540-354-000	SUPPLIES FOR RESALE	.00	.00	3,500.00	3,500.00	.00
690-53540-357-000	EVENT COSTS	.00	.00	2,000.00	2,000.00	.00
690-53540-362-000	GROUNDS MAINTENANCE	.00	.00	3,500.00	3,500.00	.00
690-53540-366-000	BUILDING MAINTENANCE	.00	.00	16,500.00	16,500.00	.00
690-53540-368-000	DOCK MAINTENANCE	.00	.00	125,000.00	125,000.00	.00
690-53540-369-000	EQUIPMENT MAINTENANCE	.00	.00	1,950.00	1,950.00	.00
690-53540-392-000	MISCELLANEOUS	.00	.00	100.00	100.00	.00
	SUPPLIES AND EXPENSE	5,680.82	5,680.82	201,250.00	195,569.18	2.82
690-53540-401-000	CUSTODIAL SUPPLIES	.00	.00	4,000.00	4,000.00	.00
690-53540-408-000	CONTINGENCY, MARINA	.00	.00	5,000.00	5,000.00	.00
	BUILDING MATERIALS	.00	.00	9,000.00	9,000.00	.00
690-53540-510-000	PROPERTY & LIABILITY INSURANCE	20,129.65	20,129.65	22,140.00	2,010.35	90.92
690-53540-512-000	INSURANCE, WORK COMP	1,416.86	1,416.86	7,923.00	6,506.14	17.88
690-53540-550-000	BANK SERVICE CHARGES	.00	.00	16,000.00	16,000.00	.00
690-53540-599-000	LICENSE AND PERMIT FEES	.00	.00	25.00	25.00	.00
	FIXED CHARGES	21,546.51	21,546.51	46,088.00	24,541.49	46.75
690-53540-602-000	INTEREST	.00	.00	35,621.96	35,621.96	.00
	DEBT SERVICE	.00	.00	35,621.96	35,621.96	.00
690-53540-899-000	DEPRECIATION	.00	.00	107,564.00	107,564.00	.00
	CAPITAL OUTLAY	.00	.00	107,564.00	107,564.00	.00
	TOTAL DEPARTMENT 540	37,594.82	37,594.82	752,998.96	715,404.14	4.99
	DEPARTMENT 541					

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2025

MARINA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
690-53541-200-000	OTHER CONTRACTED SERVICES	.00	.00	110.00	110.00	.00
690-53541-201-000	ELECTRIC/GAS	.00	.00	1,200.00	1,200.00	.00
690-53541-202-000	WATER/SEWER/STORM	.00	.00	500.00	500.00	.00
	CONTRACTUAL SERVICES	.00	.00	1,810.00	1,810.00	.00
690-53541-367-000	BOATHOUSE MAINTENANCE	.00	.00	51,500.00	51,500.00	.00
	SUPPLIES AND EXPENSE	.00	.00	51,500.00	51,500.00	.00
		.00	.00	53,310.00	53,310.00	.00
690-55301-408-000	EVENT COSTS FOR MARINA	.00	.00	2,000.00	2,000.00	.00
	BUILDING MATERIALS	.00	.00	2,000.00	2,000.00	.00
		.00	.00	2,000.00	2,000.00	.00
690-59210-000-000	TRANSFER TO GENERAL FUND	.00	.00	59,406.00	59,406.00	.00
	PERSONNEL	.00	.00	59,406.00	59,406.00	.00
		.00	.00	59,406.00	59,406.00	.00
690-59240-000-000	TRANSFER TO CAPITAL PROJECTS	.00	.00	550,000.00	550,000.00	.00
	PERSONNEL	.00	.00	550,000.00	550,000.00	.00
		.00	.00	550,000.00	550,000.00	.00
	TOTAL FUND EXPENDITURES	37,594.82	37,594.82	1,417,714.96	1,380,120.14	2.65
	NET REVENUES OVER EXPENDITURES	187,606.61	187,606.61	(460,993.36)	(2,111,640.31)	40.70

