



MARINA COMMITTEE MEETING AGENDA

Wednesday August 13th, 2025 at 4:00 P.M.

Sister Bay Liberty Grove Fire Station – 2258 Mill Road, Large Meeting Room

To access the meeting electronically via Zoom, click below:

<https://zoom.us/j/3597569647?pwd=671UiJPSuJM9QHfABHmzGC12vJhJa.1&omn=99413666077>

Meeting ID: 359 756 9647

Password: 8544457

To connect by telephone, please dial

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

Deviations from the agenda order shown may occur.

1	Brigid White – Trustee & Chairperson		2	Chad Kodanko – 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 – July 16th, 2025
4. Comments and Correspondence
5. Discussion/Action Items:
 - a. Boathouse Project Update
 - b. Water Level Projections
 - c. Pump Upgrade
 - d. Marina Building Draft Design Quote
 - e. Marina Building Schematic Draft Layouts
 - f. Public Restrooms & Parks Committee
 - g. Marina Winterization & Fall Dredging
 - h. Boardwalk Project Timeline/Permitting
 - i. 2026 Schedule of Fees
 - j. Review of Monthly Financials
 - k. 2026 Budget Review & Approval
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.

MARINA COMMITTEE MEETING MINUTES

Wednesday July 16th, 2025

(Approval Pending)

Agenda Item No. 1. The July 16th, 2025 meeting of the Marina Committee was called to order by White at 4:03 P.M.

Present: Brigid White, Pat Duffy, Kevin Grant, Patrice Champeau, Chad Kodanko

Staff: Marina Manager - Dave Lienau, Assistant Manager - Sam Jordan, Village Administrator - Julie Schmelzer

Others: Merih Bayerli, Marley Inksetter, Nick Dokolas, John Blossom, Eric Lundquist, Thor Johnson, Laurie Zelnio, Terry Wolf

Agenda Item No. 2. Approval of the Agenda

A motion was made by Duffy, seconded by Grant that the Agenda for the July 16th, 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 Kodanko, seconded by Grant that the minutes of the June 18th, 2025 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. White asked if anyone would like to make a public comment, and no one responded.

Agenda Item No. 5. Discussion/Action Items

a) Boathouse Project/PILOT

Schmelzer summarized the status of the boathouse project following last month's committee discussion of the boathouse lease and the operational agreement with the Historical Society. Schmelzer noted that since then, the Finance Committee has approved the proposed financing of the Boathouse's yearly rent by freezing the marina's annual payment in lieu of taxes (PILOT) to cover the lost revenue from leasing the boathouse to the Historical Society for free. Schmelzer explained to the committee that with the Village freezing the PILOT rate at \$50,000 for the marina, the marina will avoid paying the difference between the marina's yearly PILOT based on its annual valuation and the current rate of \$50,000. Schmelzer noted that as the yearly value of the marina increases with all its upcoming projects, the marina's cost avoidance from not paying an updated PILOT rate will likely increase each year. Schmelzer added that although the committee initially agreed to charge an annual rate to the Historical Society of \$10,000 dollars, the marina would still have to pay continually higher PILOT rates. Freezing the PILOT is more optimal for the marina's cost avoidance in this project than charging the Historical Society \$10,000 a year. Schmelzer clarified that this freeze could be for the duration of the lease, which

is currently set at 20 years, with opportunity for 10 year-long renewals. The committee agreed that the longer the PILOT is frozen at its current rate, the better this is for the marina to recover its losses from this project.

Schmelzer summarized some of the rules and regulations in the operational agreement regarding maintenance responsibilities, utility costs, restroom use and hours, landscaping responsibilities, waste disposal, second-floor usage, staffing, marketing and advertisement, signage, permitting, insurance requirements and legal details.

The committee came to consensus to approve the operational agreement with the amendment that the marina will forgo charging any rent for the boathouse if the Village freezes the marina's PILOT at the current rate of about \$50,000 for the next 30 years or for the duration of time that the boathouse is operating as a museum, whichever of the two scenarios is longer.

b) Water Levels & Dock Changes

Lienau reported that the marina has finally lowered all its static piers to accommodate the lowering water levels. The process required marina management to constantly move around boats to accommodate the marine construction company barges to enter the slips and lower them. Lienau noted that if the marina wasn't open and slips weren't being used, the construction could've been completed in less than a week, but because the marina was hosting customers, this process took several weeks.

c) Parking Lot Update

Lienau reminded the committee of the changes that the marina made to its short-term parking lot as well as the Village's removal of the long-term parking area by the sports complex. Lienau noted that marina staff are facing daily confrontations with individuals who are seeking parking in the marina-owned lot but are not users of the marina. Many of them think that purchasing a launch pass is a work-around they can use for free parking, but the marina is not allowed to sell launch passes as parking passes. Lienau also added that the fifteen automobile parking stalls that the marina left unmarked for public use are being filled by un-permitted boat trailers. Therefore, the marina will now have to stencil those stalls as "Autos Only" to prevent this incorrect usage of car stalls for unrestricted trailer parking. Lienau ended noting that seasonal boaters are now depending on the marina parking lot for overnight parking since Highway 42 has signs that disallow overnight parking.

d) Robomower Update

Lienau noted that the Robomower is no longer being used at the marina, but the Village Parks Department is likely to start using the product in other areas of the village that need mowing.

e) Pump Upgrade

Lienau updated the committee that marina management is still working with Crane Engineering to increase the strength of the current pump at the marina so that pump-out services are available on D Dock. Lienau noted that it may involve trading in the current pump

and replacing it with a larger volume pump. The marina is doing its best to work with commercial vessels on D Dock to schedule pump-outs at other locations within the marina where the pump has adequate vacuum.

f) Marina Building Architectural Services

Lienau summarized what happened with the previous designs for a new marina building that were devised in 2023, noting that the plans were ultimately not passed by the board due to disagreement primarily over whether the building should have a second story and what its function should be. Now that marina management has met with a new architectural firm to start designing plans for a new building, the architects need some questions answered by the committee before they draw up a design. Lienau asked the committee if the new building should expand upon the existing framework or if the current building's foundation should be scraped away and the contractors build an entirely new one. Lienau also inquired if the committee would like the new building to be one or two stories and requested the committee decide what the use of the second story will be for. Lienau added that constructing the new marina building will include the opportunity to renovate the attached public restrooms which will be funded by the village, but the Village will need to decide their plan for those restrooms before the marina can finalize a design for construction. Schmelzer also informed the committee that the Village's Plan Commission will have to revise zoning codes to allow this project to proceed. Grant and White voiced assent for focusing the design on offering better boater amenities and agreed that a second story boater's lounge would be an effective way to do this. Committee members voiced concern over the necessity for an elevator and the costs associated with it. Committee members noted that building a second story will help decrease the footprint of the new building and therefore lower the building's intrusion on the marina parking lot and launch ramp staging area. Lienau confirmed to the committee that there will likely be future increases in slip rates to assist in financing the new building. Lienau also requested that the committee consider whether the building will be heated in the winter, to which members responded with assent for.

The committee came to consensus that the new building design should involve an entirely new foundation and include two stories.

The committee then discussed different options for bathroom styles in the new building. The committee requested that the architects draw up individual stalls that are complete with all fixtures as well as versions with shared sinks and toilets but with the showers kept separate. White noted that there may be a disadvantage to the complete-use single stalls, in that users may occupy an unused toilet and shower because they are only using the complete stall for its access to the sink and mirror.

g) Marina Winterization & Fall Dredging

Lienau noted that due to the continuing decrease in water levels, the marina will need to do at least a week of dredging in the fall. The current maintenance dredging permit held by the marina is valid until May of 2026, but dredging cannot occur past November 1st of 2025 due to the fish spawning season regulated by the DNR. Lienau noted that it will be ideal if the dredging can occur during the same time frame as the reconstruction of the boardwalk so that

1 the marina can save on mobilization fees.

2 3 **h) Boardwalk Project Timeline/Permitting**

4
5 Lienau noted that Mike Kahr has requested a permit from the DNR for the driving of sheet steel
6 into the lakebed as a part of the boardwalk reconstruction project. Lienau and Kahr estimate
7 that the DNR will approve the permit by late August or September. Lienau noted that driving
8 of the sheet wall could occur within 3-4 days and ideally around the same time as the fall
9 dredging. Kahr will also assemble a request for proposals from contractors in the area.

10 11 **i) Delayed Departure Fees**

12
13 Lienau summarized some of the difficulties marina staff have with enforcing check-out times
14 for transient boaters. Jordan noted that the marina fee schedule includes late check out fees for
15 seasonal boaters that run at a daily rate and requested that the committee allow the marina to
16 enforce a transient boater-specific late checkout fee that runs at an hourly rate. The committee
17 deliberated what the hourly rate should be.

18
19 *A motion was made by Grant, seconded by Kodanko that a \$50 an hour late checkout fee be added to the*
20 *marina fee schedule and approved by the Village Board. Motion carried – All ayes.*

21 22 **j) Review of Financials**

23
24 Lienau noted that the marina is budgeted to make about \$919,000 in revenue for 2025 and is
25 currently at around \$889,000. Lienau feels confident that the marina will hit the budgeted
26 number with the incoming revenue from July and August.

27 28 **k) 2026 Budget Review**

29
30 Lienau noted that the marina's operational expenses shouldn't increase in any significant way,
31 maybe 1% to 2% maximum, and this has stayed consistent throughout the past couple years.
32 Schmelzer inquired if the marina still intends to budget and advertise the maintenance position,
33 to which Lienau confirmed that management is still looking to fill this position. White asked if
34 the budgeted amount for the new marina building is still around 1.2 million dollars and Lienau
35 estimated that in the CIP for 2026 the amount was raised to 1.5 million. White further inquired
36 as to how much is currently in the marina fund, to which Lienau responded that the marina
37 fund sits around 2.6 to 2.7 million dollars, with around \$980,000 unrestricted. Lienau explained
38 that to finance the building, the marina committee discussed taking out a 1-million-dollar bond
39 and then financing the remaining bill using dollars from the marina fund.

40
41 Lienau requested the committee decide if and how much the committee wants to increase
42 seasonal and transient fee rates. Lienau noted that previous projections provided by the
43 village's former finance director recommended rate increases every other year for seasonal and
44 transient rates. The last increases happened in 2024 where the seasonal rates increased by 5%
45 and the transient rates by 10%. Jordan noted that whatever change is made to the seasonal rate
46 will directly change the commercial rate, as the commercial rate is always set at 150% of the
47 seasonal rate. The committee agreed that a 5% seasonal rate increase and a 10% transient rate

1 increase should happen at minimum. Grant and White agreed that the transient rate should
2 increase beyond 10%, with White specifying a 15% increase due to the added expenses of the
3 new building. Jordan and Lienau added that the current transient rates are competitive with
4 surrounding marinas and that there are few complaints from transient customers about the
5 marina's current rates.

6
7 *A motion was made by Grant, seconded by Duffy that the marina increase its seasonal slip rates by 5%*
8 *and its transient slip rates by 15% for 2026. Motion carried – All ayes.*
9

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

12
13 *It was the consensus of the committee that that following items be included on a future marina committee*
14 *meeting agenda:*

- 15 - *Fee schedule changes*
- 16 - *Plan Commission to address zoning ordinance for marina*

17
18 *The next meeting of the Marina Committee is scheduled for August 13th, 2025 at 4:00 P.M. at the Sister*
19 *Bay Fire Station & via zoom.*

20
21 **Adjournment:** *A motion was made by Kodanko, seconded by Grant to adjourn the July 16th, 2025*
22 *meeting of the Marina Committee at 6:06P.M. Motion carried – All ayes.*
23

24 Respectfully submitted,



25 Samuel Jordan
26 Assistant Marina Manager
27

AGREEMENT BETWEEN THE VILLAGE OF SISTER BAY & THE SISTER BAY HISTORICAL SOCIETY, INC.

This **OPERATIONAL AGREEMENT** ("Agreement") is made and entered into this 19th day of August 2025, by and between the VILLAGE OF SISTER BAY, a public body corporate and politic, duly created under the laws of the State of Wisconsin (the "Village"), and the SISTER BAY HISTORICAL SOCIETY, INC. (the "Operator"), together known as the "Parties".

RECITALS

WHEREAS, pursuant to the provisions of Section 61.34(1) of the Wisconsin Statutes the Village has the authority and power to act for the government of the Village and for its peace and good order as well as its health, safety, welfare and convenience; and,

WHEREAS, the Operator, among other things, is to provide the public a renovated boathouse to be used as a waterfront museum on land it leases from the Village and provide oversight of the daily operations thereof; and,

WHEREAS, the Village is willing to lease the property in exchange for the Operator renovating the boathouse and managing the operation of a waterfront museum therefrom, its staff and/or volunteers, and daily operations.

NOW, THEREFORE, the Parties hereto, by their respective authorized agents and representatives, do hereby agree in and to the following:

ARTICLE I: TERM, TERMINATION AND SURRENDER

Section 1.1 - Term: The term of this Agreement shall be for a period commencing as of September 1, 2025, and ending August 31, 2055.

Section 1.2 - Renewal: This Agreement shall automatically renew for a subsequent ten (10) year period and may be subsequently renewed upon the mutual agreement of the Parties hereto.

Section 1.3 - Termination: The Village reserves the right to early termination of this Agreement upon twelve (12) months' notice to the Operator in the event the Operator fails to remodel the boathouse within twenty-four (24) months of this Agreement, or, operate the waterfront museum approved by the Development Agreement dated June 17, 2025, at any time during the period June through September immediately preceding the notice of termination. Lessee or Landowner may otherwise terminate this Lease by providing no less than twenty four (24) months advance notice of termination.

Section 1.4 - Surrender: Lessee agrees that at the expiration of this Lease or any extension thereof, Lessee will surrender peaceful possession of the described Premises to the Landowner.

ARTICLE II: OPERATIONAL ACTIVITIES

Section 2.1 – Village Responsibilities. In exchange for Operator managing the renovation of the boathouse and operation of a waterfront museum, the Village agrees to:

- a. Mow the lawn on the Property leased via the lease entered into dated August 19, 2025; this does not include weed eating or maintaining landscaped beds.
- b. Plow and clear snow and ice in the parking lot immediately east of the boathouse.
- c. Village to insure the boathouse as part of its annual insured portfolio.

Section 2.2. Operator Responsibilities. In exchange for contributions expressed in Section 2.1 above, Operator agrees:

- a. To pay all sewer, water, electric, and internet charges. If additional meters are required, the cost shall be bore by the Operator. If the Village has the opportunity to provide no cost internet to the boathouse, the Operator will not be expected to provide internet.
- b. Ensure the restroom is available to waterfront museum visitors during museum operating hours, and maintain such restroom in a clean and operational manner.
- c. Maintain landscaping adjacent to the boathouse and any landscaping added after the signing of this Agreement.
- d. Provide insect control.
- e. Daily cleaning and general maintenance of the boathouse, including but not limited to cleaning the glass.
- f. Collect refuse and recycling generated from the renovation and daily activities and not dispose of refuse or recycling on village property.
- g. The second floor of the boathouse is to remain open to the public, and for scheduled use by the Historical Society and/or Marina Committee, provided the historical society has approved the reservation. Should the boathouse be used by the Marina Committee, the committee shall schedule around operating hours, and be responsible for securing the building after use, and maintaining it in a clean and sanitary manner.
- h. Market the museum to guarantee the boathouse remains a public asset to the community.
- i. Ensure the museum is adequately staffed to ensure the museum is made available to the public from Memorial Day through Labor Day, at least four days a week.
- j. Operator agrees to apply for and pay for any required Department of Natural Resources permits; state Plan Review or Building Permits; Village connection fees, if applicable; and sign permits.
- k. Operator agrees to abide by all laws and regulations during the renovation of the boathouse and operation of the waterfront museum.
- l. Operator to maintain full coverage insurance and list Village as an additional insured. [See section 3.1 for insurance information.]
- m. Operator responsible for all expenses not otherwise listed above; said expenses may be negotiated with the Village if expenses are unknown at time of signing of this Agreement.

ARTICLE III: INSURANCE AND INDEMNIFICATION

Section 3.1 - Insurance: The Operator agrees, both generally and specifically with respect to the services to be provided herein, that it will procure and maintain insurance against such risks in such amounts as are customarily insured for such services. The minimum coverage shall be one million dollars (\$1,000,000) per person with a maximum of two million dollars (\$2,000,000) aggregate. Such insurance shall be obtained by purchasing and maintaining in place during and for such time as it has an obligation to the Village under this Agreement a policy or policies of insurance issued by licensed and reputable insurance companies authorized and qualified to underwrite such risks. The insurance binder shall be provided to the Village Clerk no

later than November 1 of each year. The Operator shall further require all contractors, or others with whom it may partner in connection with the renovation of the boathouse or operation of the museum provided hereunder, to have and maintain general liability and worker's compensation insurance coverage consistent with the nature and extent of such third party's interest and involvement in any project or event arising under this Agreement. The Operator shall name the Village of Sister Bay as an "additionally insured". In turn, the Village will procure and maintain its own insurance against such risks, in such amounts as are customarily insured for such services.

ARTICLE IV: MISCELLANEOUS PROVISIONS

Section 4.1 – Amendments: This Agreement supersedes all prior Operational Agreements, if any. No modifications, alterations or amendments to this Agreement shall be binding upon either party hereto until such modifications, alterations or amendments is/are reduced to writing and signed by both Parties hereto.

Section 4.2 – Governing Law and Venue: This Agreement and the rights of the Parties hereunder shall be interpreted and enforced in accord with the laws of the State of Wisconsin.

Section 4.3 – Compliance with Laws and Orders: In providing the promotional services to be provided under this Agreement the Operator shall comply with all local, state and federal laws, ordinances and regulations.

Section 4.4 – Notices: Should the Agent for the Operator change, Operator has thirty (30) days to notify the Village, in writing, of the Agent change. Notice to either party shall be given in the following fashion:

IF TO THE VILLAGE:

VILLAGE OF SISTER BAY
P.O. Box 769
2383 Maple Drive
Sister Bay, WI
54234

IF TO THE OPERATOR:

SISTER BAY HISTORICAL SOCIETY, INC
c/o John Lijewski, PRESIDENT
PO Box 34
Sister Bay, WI 54234

Section 4.5 – No Third-Party Beneficiaries: This Agreement does not create any third-party benefits to any person or entity other than the Parties hereto and is solely for the consideration herein expressed.

Section 4.6 – No Assignment: This Agreement may not be assigned by the Operator to any third party.

Section 6.7 – Headings: The headings, titles or captions contained in this Agreement have been inserted only as a matter of convenience and for reference, and such captions in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision hereof.

Section 6.8 – Independent Association: Notwithstanding any other representation, oral or written, between the Parties hereto, including any and all agents or representatives thereof, the Operator is at all times hereunder acting as a free and independent Operator and not as an agent of the Village.

Section 6.9 - No Joint Venture: No promotion of the museum or an event sponsored in whole or in part by the Operator shall at any time be, or be considered, a joint venture by and between the Operator and the Village. The Village bears no responsibility in promoting the museum or an event, managing the museum or event, or being liable for losses, injuries or damages as a result of the museum or event.

Section 6.10 - Entire Agreement: This Agreement contains the entire Agreement between the Parties with respect to the transactions contemplated by this Agreement and matters related thereto and does hereby supersede and render null and void and of no further force or effect any and all prior Operational Agreements, drafts of Agreements or Leases, and understandings between the Parties, excepting therefrom the Lease Agreement dated August 19, 2025, and, the Development Agreement dated June 17, 2025.

IN WITNESS WHEREOF, the Parties hereto have by their duly authorized officers and representatives set their hands and affixed their seals on the date set forth by their name.

Landowner: The Village of Sister Bay

By: _____
Nate Bell, Village President

Personally came before me this _____ day of _____, 2025, the above-named Nate Bell, to me known to be the person who executed the foregoing instrument and have acknowledged the same.

State of Wisconsin }
County of Door }

Notary Public:

My commission expires:

Operator: Sister Bay Historical Society, Inc.

By: _____
John Lijewski, President

Personally came before me this _____ day of _____, 2025, the above-named _____, to me known to be the person who executed the foregoing instrument and have acknowledged the same.

State of Wisconsin }
County of Door }

Notary Public:
My commission expires:

BOATHOUSE LEASE AGREEMENT

This **BOATHOUSE LEASE AGREEMENT** ("Lease") made this 19th day of August 2025, by and between the VILLAGE OF SISTER BAY (the "Landowner"), and the SISTER BAY HISTORICAL SOCIETY, INC. (the "Lessee"), collectively known as the "Parties".

Landowner grants a lease to Lessee for a thirty (30) year term, beginning on September 1, 2025, and ending on August 31, 2055, for the right to remodel the Village of Sister Bay Marina Boathouse and operate it as a waterfront museum located on the real estate known as Tax Parcel No. 181-00-05312841N1, at Fire Number 10697 North Bay Shore Drive (the "Premises").

The Parties to this Lease for and in consideration of the mutual covenants contained in this Lease agree with each other as follows:

SECTION 1. PAYMENT

In consideration of the use of the Premises to remodel and maintain a waterfront museum thereon, the Landowner shall charge the Lessee an annual sum of \$1, payable within ten (10) days of signing this Lease and annually by the first of the year thereafter. To ensure the Sister Bay Marina does not lose revenue historically relied upon by the leasing of the premises, the Landowner agrees to annually adopt a resolution setting a limit on the Marina Payment in Lieu of Taxes (PILOT) due the Landowner at \$50,000. Regardless of the value of the Marina property(ies), and PILOT due, the Landowner agrees to never increase the PILOT due in excess of the \$50,000 limit herein, for the original term of this Lease. Failure by the Landowner to adopt an annual resolution to the effect above, shall not be of detriment to the Lessee.

SECTION 2. RIGHT TO RENEW

This Lease shall automatically renew for a subsequent ten (10) year period so long as Lessee is in good standing hereunder, and there is no change in the PILOT limit in Section 1 above, unless either party gives notice to the other of their intent to not renew at least nine (9) months prior to the end of the current term. In the event such notice is given by Landowner, and Lessee desires to nevertheless continue with this Lease, the Parties agree to engage in good faith negotiations to address the Landowner's concerns. Any renewal will be on the same terms and conditions as set forth herein, excepting the Parties recognize there may be a change in the PILOT limit in Section 1 above, unless otherwise agreed in writing.

SECTION 3. SURRENDER AND TERMINATION

Lessee agrees that at the expiration of this Lease or any extension thereof, Lessee will surrender peaceful possession of the described Premises to the Landowner. Landowner reserves the right to early termination of this Lease upon twelve (12) months' notice to Lessee in the event Lessee

fails to remodel the boathouse within twenty-four (24) months of this Lease, or, operate the waterfront museum approved by the Development Agreement dated June 17, 2025, at any time during the period June through September immediately preceding the notice of termination. Lessee or Landowner may otherwise terminate this Lease by providing no less than twenty four (24) months advance notice of termination.

SECTION 4. TAXES AND ASSESSMENTS

Landowner agrees to pay all taxes and assessments for the demised Premises, if any.

SECTION 5. CARE OF BOATHOUSE

Lessee agrees, at all times during the term of this Lease, to abide by the Operational Agreement dated August 19, 2025, and the Development Agreement dated June 17, 2025. Failure to enter into such Agreements or the termination of such Agreements shall render this Lease void.

SECTION 6. INSURANCE

The Lessee agrees, both generally and specifically with respect to the leasing of said Premises, and services to be provided herein, that it will procure and maintain insurance against such risks in such amounts as are customarily insured for such properties and services. The minimum coverage shall be a minimum of three hundred thousand dollars (\$300,000) for the premises and one million dollars (\$1,000,000) per person with a maximum of two million dollars (\$2,000,000) aggregate. Such insurance shall be obtained by purchasing and maintaining in place during and for such time as it has an obligation to the Landowner under this Lease a policy or policies of insurance issued by licensed and reputable insurance companies authorized and qualified to underwrite such risks. The insurance binder shall be provided to the Village Clerk no later than November 1 of each year. The Lessee shall further require all contractors, or others with whom it may partner in connection with the renovation of the boathouse or operation of the museum provided hereunder, or any event organizer, to have and maintain general liability and worker's compensation insurance coverage consistent with the nature and extent of such third party's interest and involvement in any project or event arising under this Lease. The Lessee shall name the Village of Sister Bay as an "additionally insured". In turn, the Landowner will procure and maintain its own insurance against such risks, in such amounts as are customarily insured for such properties and services.

SECTION 7. DEFAULT

In the event Lessee fails, refuses, or neglects to keep or perform any of the terms and conditions of this Lease agreed to be kept and performed by the Lessee, or the terms of the Operational Agreement between Landowner and Lessee dated August 19, 2025, and the Development Agreement dated June 17, 2025, then Landowner, at its option, may take possession of the demised Premises and terminate and cancel any rights that the Lessee may have under this Lease. Said Lease may not be terminated, however, without prior written notice to the Lessee indicating the default of the Lessee and allowing the Lessee a reasonable period of time but not to exceed sixty (60) days to cure such default.

SECTION 8. ACCESS TO PREMISES

Landowner, Lessee, and their contractors, and visitors of the waterfront museum, shall be entitled to access the Premises from the public roadways, adjacent Park and Marina lands, and across the Premises. Any damage caused to adjoining property used for ingress and egress attributable to Lessee's acts or omissions shall be repaired by the Lessee at the Lessee's expense.

SECTION 9. ENTIRE LEASE AGREEMENT

This Lease contains the entire Lease Agreement between the Parties with respect to the transactions contemplated by this Lease and matters related thereto and does hereby supersede and render null and void and of no further force or effect any and all prior Leases, drafts of Leases or Agreements, and understandings between the Parties, excepting therefrom the Operational Agreement dated August 19, 2025, and, the Development Agreement dated June 17, 2025.

SECTION 10. MODIFICATION OF LEASE AGREEMENT

Any modification of this Lease or additional obligation assumed by either party in connection with this Lease shall be binding only if in writing signed by each party of an authorized representative of each party.

SECTION 11. NO WAIVER

The failure of either party to this Lease to insist on the performance of any of the terms and conditions of this Lease, or the waiver of any breach of any of the terms and conditions of this Lease, shall not be constructed as thereafter waiving any such terms and conditions, but such terms and conditions shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

SECTION 12. BINDING EFFECT

This Lease shall be binding upon the Parties hereto, their heirs, executors, administrators, and assigns.

SECTION 13. MEDIATION

In the event of any claims, disputes, and other matters in question arising out of or relating to this Lease or the breach thereof wherein a method of resolving same is not otherwise specified herein, and, if agreement cannot be reached by the Parties the Parties shall first participate in non-binding mediation by a mediator mutually agreed to by the Parties, or if they are unable to agree to a mediator, with a mediator selected in accordance with a conflict resolution service. The Parties agree to use their best efforts to resolve any claim or dispute by conflict resolution rather than by formal arbitration proceedings.

Notwithstanding anything to the contrary herein, the Landowner, upon breach of this Lease by the Lessee, may exercise their rights of re-entry and/or repossession of the premises along with any other equitable or legal remedies available to them.

IN WITNESS, WHEREOF, the Parties have hereunto set their hands and seals on the day first above written.

Landowner: The Village of Sister Bay

By: _____
Nate Bell, Village President

Personally came before me this _____ day of _____, 2025, the above-named Nate Bell, to me known to be the person who executed the foregoing instrument and have acknowledged the same.

State of Wisconsin }
County of Door }

Notary Public:
My commission expires:

Lessee: Sister Bay Historical Society, Inc.

By: _____
John Lijewski, President

Personally came before me this _____ day of _____, 2025, the above-named _____, to me known to be the person who executed the foregoing instrument and have acknowledged the same.

State of Wisconsin }
County of Door }

Notary Public:
My commission expires:

18 July 2025

Mr. David W. Lienau
Sister Bay Marina
10733 Bay Shore Drive
Sister Bay, WI

Proposal for Architectural Services
Schematic Design
Sister Bay Marina
10733 Bay Shore Drive
Sister Bay, WI

Dear Dave:

Thanks for the opportunity to submit our proposal for the Sister Bay Marina building. We look forward to working with you.

PROGRAM

The project is construction of a new 2-story marina building. Budget is \$1.2 million (building only – parking/site to remain as is). Program elements include:

First Floor

- Spaces for marina staff including manager's private office, assistant manager, plus 3 to 5 "helping hands." View of marina and bay from this area is critical. Screen for marina cameras plus IT closet. Break room with microwave, sink, refrigerator, and a table for 4. Hoteling station with 2 computers/2 phones, adjacent to lobby.
- Lobby connecting staff area, boater restrooms boater experience areas. Merchandise sales.
- Restrooms, two sets. One set for boaters (one family size – with shower?), possibly off lobby or outdoor access, limited access via code or card reader. Another set for community restrooms, outdoor access, always open (funded separately and not subject to the \$1.2 million budget).
- Utility/equipment room with workbench - may be accessible from outside.
- Golf cart parking.

Second Floor

- Boater experience area. Lounge with kitchenette, coffee, bottled water, concessions etc. with possible balcony overlooking the marina.
- Restrooms.

- Small conference room.

Lines to dock and existing equipment must remain in existing locations.

PROJECT APPROACH

Mechanical/electrical/plumbing design, structural design, civil design, and other disciplines as necessary will be by others with their work and fees described in their own separate proposals.

MDT's work will ultimately be in four phases, each under separate contract, executed sequentially at your option. Phases not included under this agreement are included for reference and context only.

Schematic Design Phase:

- Develop/confirm program.
- Diagrammatic test fits for both new construction and remodeling of the existing building.
- Generate plans and construction scope based on preferred approach.
- Code research and initial contact, where necessary, with reviewing bodies.
- Establish project schedule.
- Generation/refinement of design plans and elevations/3D characteristics (perspective images).
- Owner/Architect/Engineers meetings throughout the phase.
- All parties sign-off at phase end.

Design Development Phase:

- Refine the approved Schematic Design via plans, interior elevations and details, equipment layouts, and outline specifications defining materials, systems, and general levels of quality.
- Ongoing contact as necessary with reviewing bodies.
- Owner/Architect/Engineers meetings throughout the phase.
- Update project schedule.
- All parties sign-off and assistance with Owner/Developer/GC in preparing an updated cost analysis at phase end.

Construction Documents Phase:

- Prepare detailed drawings and specifications, based on approved Design Development documents, for use in procuring building permits and Contractor's use in pricing and constructing the project.
- Quality Control review at 75% completion.
- Ongoing contact as necessary with reviewing bodies.
- Provide input to Owner regarding Construction Schedule.
- Owner/Architect/completion of bid/permit/construction documents.

- Assist Contractor in competitive bidding: pre-bid meeting with Contractors/Subcontractors, provide clarifications in response to RFIs, issue addenda, and assist in evaluation of bids.
- Assist in preparation of forms, collecting required contractor and owner documentation, Zoning review, Department of Buildings review, and plan corrections for building permit.

Construction Administration Phase:

- Respond to RFIs and provide assistance in the form of memoranda or drawings should problems or questions arise during construction.
- Weekly Owner/ Architect/Contractor online meetings throughout phase.
- Review shop drawings and submittals for materials and equipment.
- Assist with review of applications for payment.
- Site visit at rough framing/HVAC/plumbing/electrical.
- Site visit at substantial completion to prepare a punchlist. Once punchlist items are addressed, assist in closing out the project.
- Additional site visits upon request. Assume \$2,000 for travel and on-site time per visit plus travel expenses including one night's lodging.

Zoning entitlements are outside the scope of our work on this project, but may be provided at hourly rates if needed. Otherwise submittal of documents to the Marina Board, the Village Plan Commission, and the Village Board for review is included, with revision of designs incorporating feedback from authorities having jurisdiction.

COST OF SERVICES

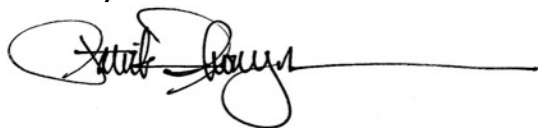
We propose architectural fees of \$9,500.00 for schematic design services, half at acceptance of this proposal and the remainder upon acceptance of the schematic design.

Costs such as MEP, civil, and structural engineering, landscape design, geotechnical testing, environmental reports, public presentations for zoning/use approvals, expediting, LEED consulting and commissioning etc. are excluded. Other costs directly attributable to this project such as travel, lodging, printing, photocopying, postage, messenger service, or overnight delivery will be billed through at our cost. We bill monthly, due on receipt of invoice, by phase fee and percentage of completion. Additional services not covered in this letter or our contract would be billed at an additional cost at the following rates. If additional services are substantial we'd be happy to negotiate a flat or not-to-exceed fee.

Principals A (Patrick Thompson, Larry Dieckmann)	\$195
Principals B (Kate Lipkowitz)	\$145
Architect III (Kathy Guzik,)	\$130
Architect II (Max Pozen, Darius Greenleaf, Monica Mulica)	\$105
Architect I (Rocio Valenzuela, Zoe Flynn)	\$85
Administrative (Selma Hudson)	\$85

Thank again for this opportunity. We trust that this meets with your expectations and approval, and look forward to answering any questions you may have. If acceptable, please sign below and return with the initial payment.

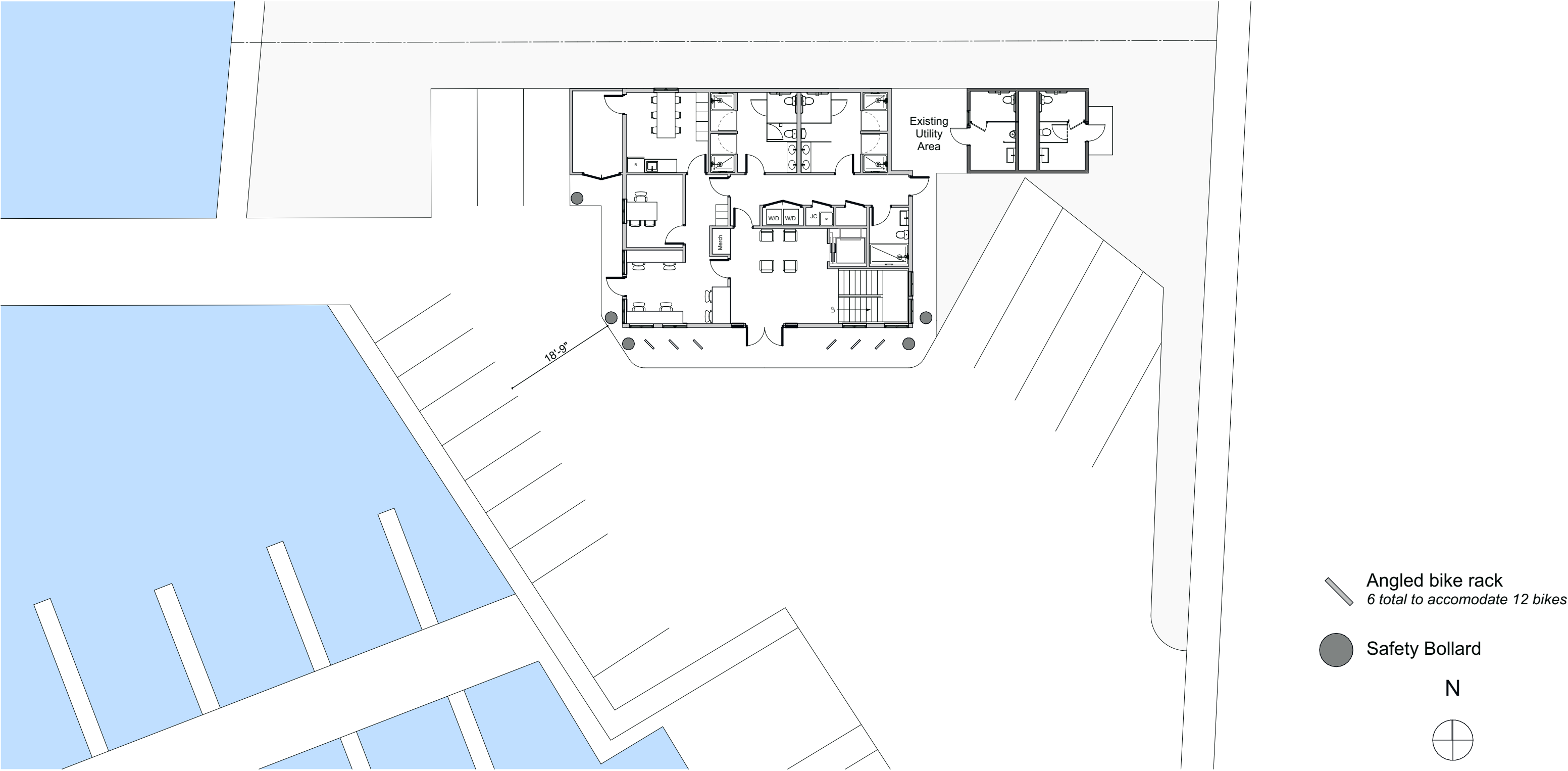
Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Thompson", followed by a long horizontal line.

Patrick Thompson, AIA, NCARB, LEED-AP
Principal

Accepted

Date

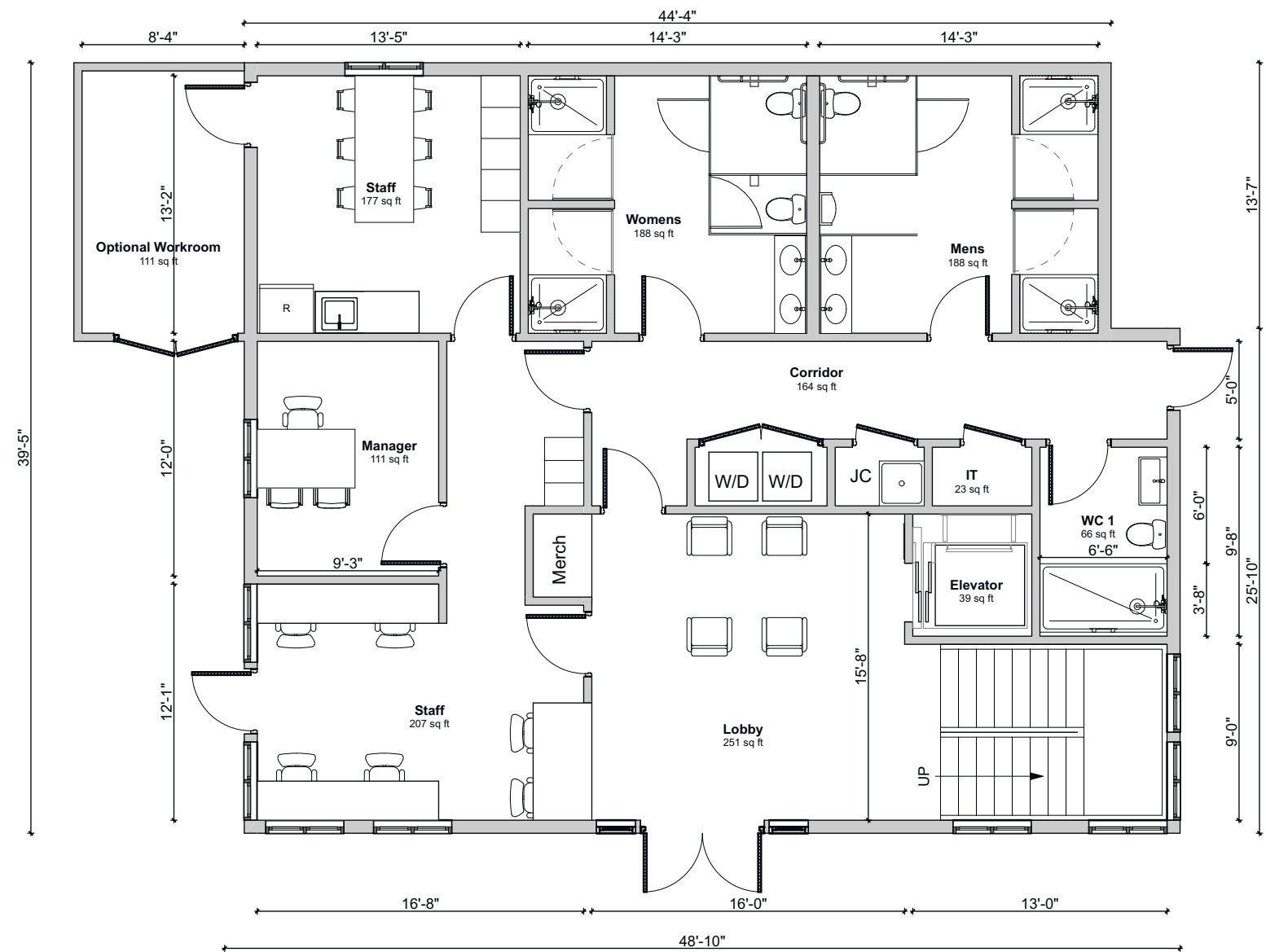


1 Site Plan
SCALE: 1/16" = 1'-0"

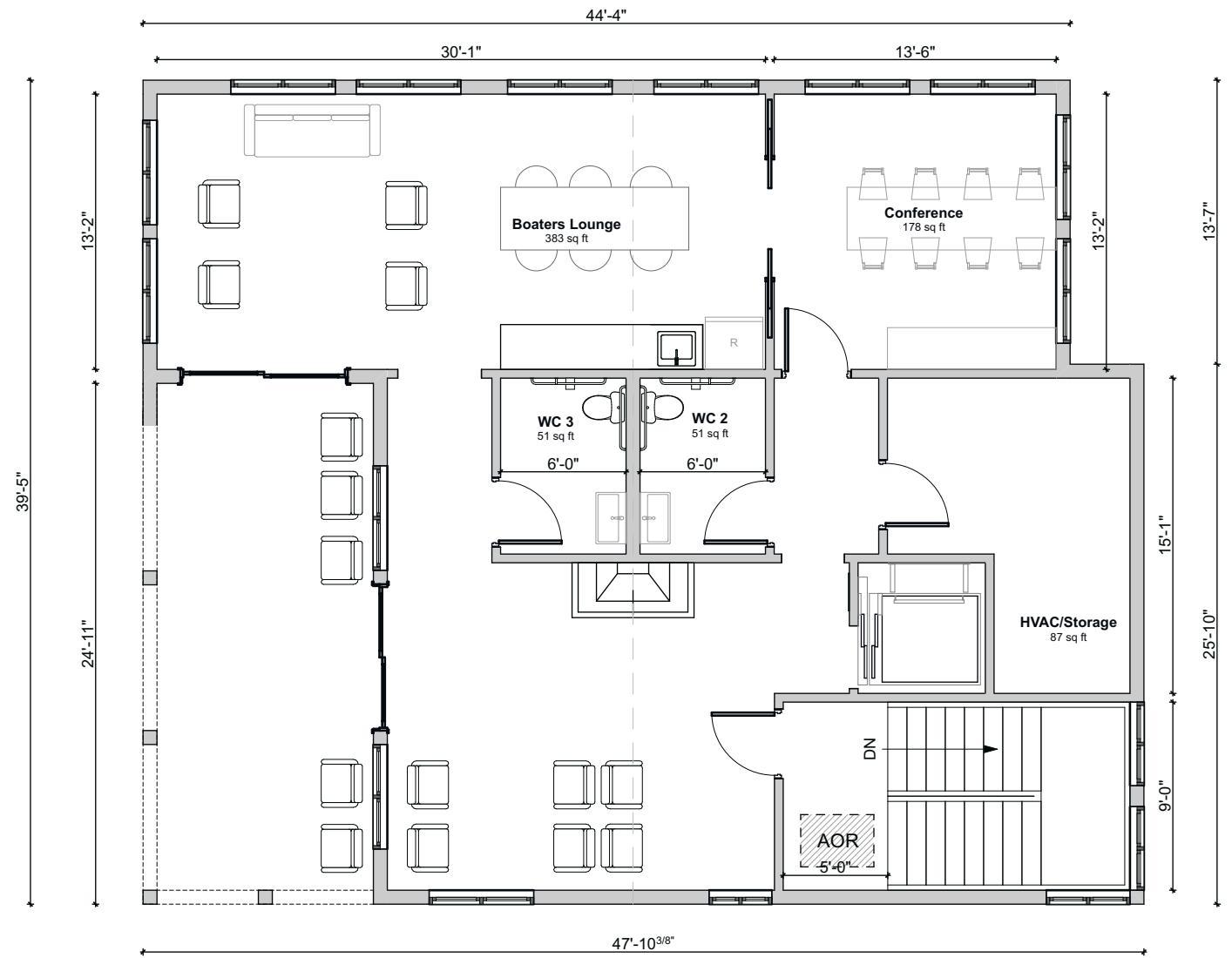


New Marina Building
#10733 Bay Shore Drive Sister Bay
Wisconsin 54234
8/7/25

SCHEME A



1 First Floor
SCALE: 1/8" = 1'-0"

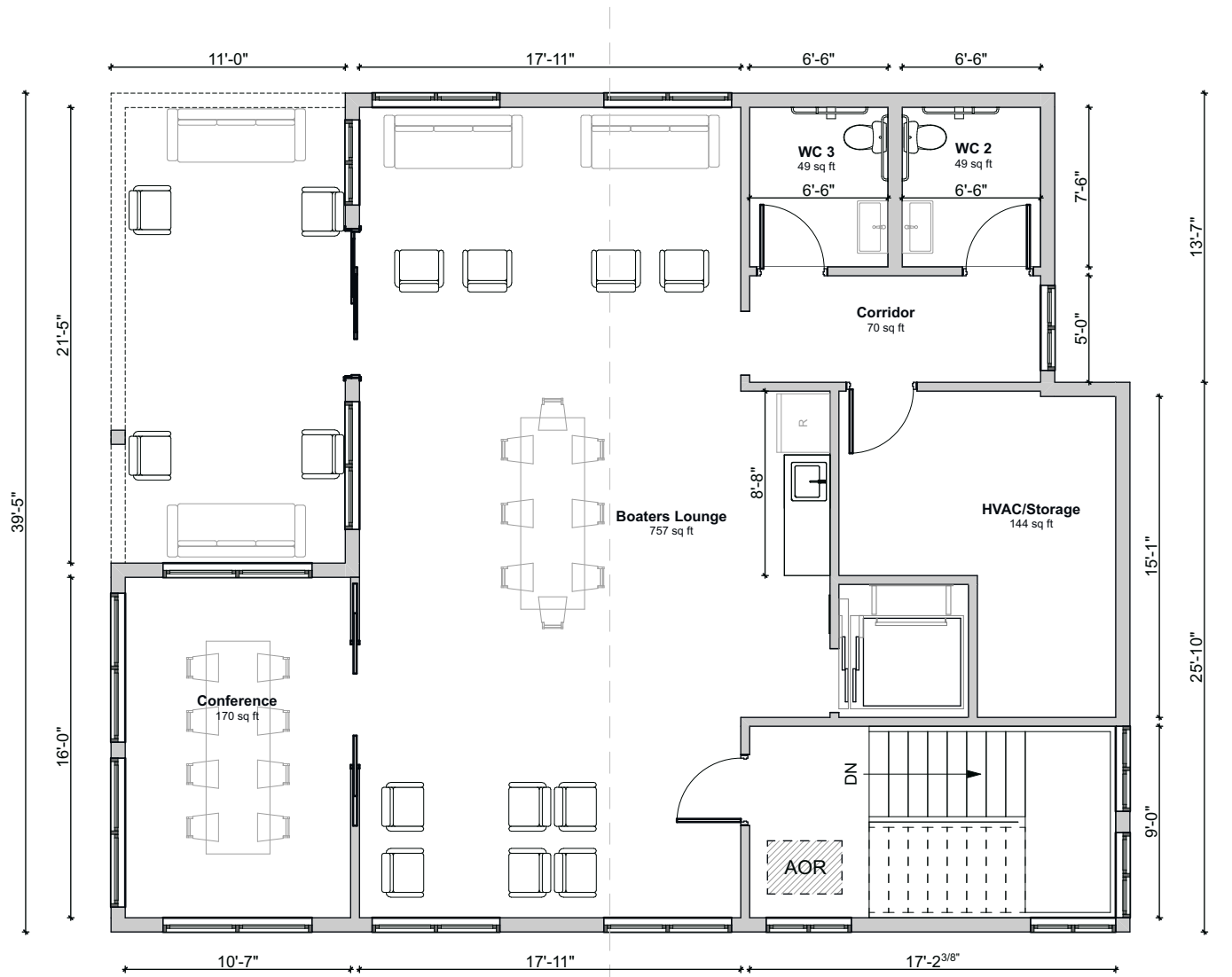
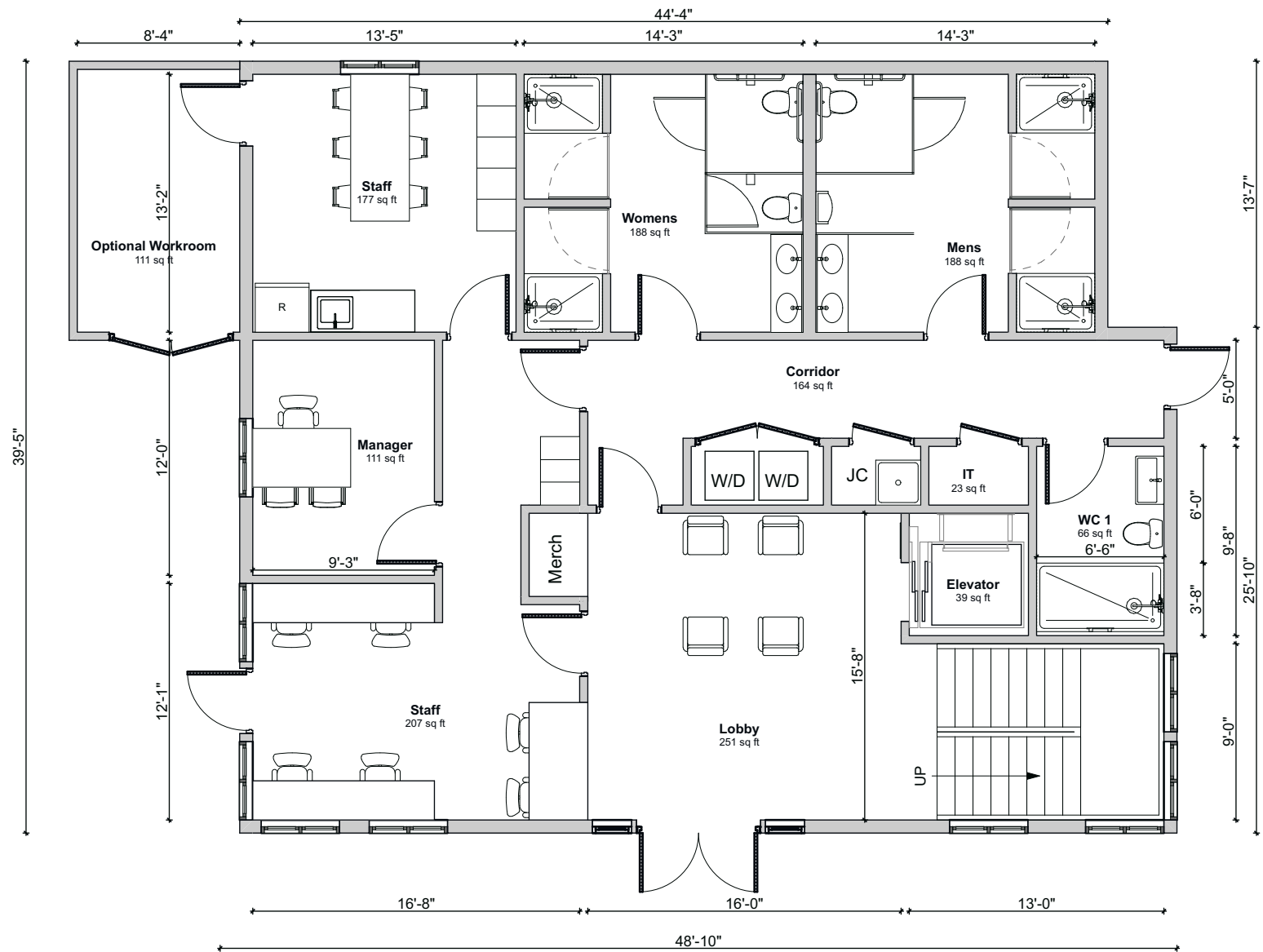


2 Second Floor
SCALE: 1/8" = 1'-0"

AREA
First Floor: 1724 Sqft
Second Floor: 1298 Sqft
Total: 3022 sqft
Work Room: 111 sqft



SCHEME B



AREA
First Floor: 1724 Sqft
Second Floor: 1298 Sqft
Total: 3022 sqft
Workroom: 111 sqft



New Marina Building
#10733 Bay Shore Drive Sister Bay
Wisconsin 54234
8/7/25



2026 Marina Fee Schedule

Service

Fee

Daily Launch Pass	\$ 10.00
Seasonal Launch Pass	\$ 100.00
Commercial Seasonal Launch Pass	\$ 300.00
Sanitary Pump Out	\$ 25.00 (up to 60 Gallons) MUST PAY IN ADVANCE
Ice - 7lb Bag	\$ 3.00
Ice Block - 10lb	\$ 4.00
Water, Gatorade, Candy	\$2.00
Washer/Dryer Use	\$ 2.00 per load / \$ 2.00 per load
Laundry Detergent, Fabric Sheets	\$ 1.00
Seasonal Slip Dockage Sister Bay Property Owner	\$ 156.50 per foot of slip
Seasonal Slip Dockage Non-Sister Bay Property Owner	\$ 165.50 per foot of slip
In-Season Transient Dockage (Based on length of Boat) May 13 th through October 14 th	\$3.05 + tax PER FOOT 20' – 39' \$3.16 + tax PER FOOT 40' – 49' \$3.28 + tax PER FOOT 50' – 59' \$3.40 + tax PER FOOT 60' – 69' \$3.50 + tax PER FOOT 70' and over
Late Season Transient Dockage – (May not be available) Sun – Thur ONLY / Weekends are regular rates September 15 th through October 13 th	\$ 35.00 per day (Sun – Thur ONLY)
Failure to remove boat at close of Season (October 14th, 2026 is closing date)	\$ 2.50 per foot per day (20' minimum)
Late Check Out Fee – Hourly rate starting after 11:00 am	\$ 50.00 per hour

All of the above-mentioned fees are due and payable upon receipt of the stated service unless other arrangements have been made with the Marina Manager and a specific due date has been established. A late payment charge of 1% but not less than \$0.50 will be assessed on a monthly basis. All of the above-mentioned fees are due and payable upon receipt of the stated service unless other arrangements have been made with the Marina Manager and a specific due date has been established. A late payment charge of 1% but not less than \$0.50 will be assessed on a monthly basis for all fees not paid within twenty days of the due date.

VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2025

24

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	450,399.72	450,399.72	467,851.00	(17,451.28)	96.27
690-46372-000-000 DAILY DOCKING/TRANSIENT FEES	269,747.74	269,747.74	278,500.00	(8,752.26)	96.86
690-46373-000-000 LAUNCH FEES	13,176.89	13,176.89	19,000.00	(5,823.11)	69.35
690-46375-000-000 PUMP OUT SERVICES	117.91	117.91	2,350.00	(2,232.09)	5.02
690-46376-000-000 COMMERCIAL DOCKING	144,708.49	144,708.49	144,244.00	464.49	100.32
690-46377-000-000 DISCOUNTED SALES	.00	.00	(1,000.00)	1,000.00	.00
690-46380-000-000 LAUNDRY NON-TAXABLE	161.00	161.00	500.00	(339.00)	32.20
690-46381-000-000 PRODUCT SALES	1,622.56	1,622.56	8,000.00	(6,377.44)	20.28
690-46383-000-000 NON TAXABLE PRODUCT SALES	230.00	230.00	500.00	(270.00)	46.00
	880,164.31	880,164.31	919,945.00	(39,780.69)	95.68
690-48110-000-000 INTEREST ON INVESTMENTS	30,621.99	30,621.99	33,673.60	(3,051.61)	90.94
690-48995-000-000 MISC OTHER REVENUE	316.46	316.46	300.00	16.46	105.49
TOTAL SOURCE 48	30,938.45	30,938.45	33,973.60	(3,035.15)	91.07
TOTAL FUND REVENUE	911,102.76	911,102.76	956,721.60	(45,618.84)	95.23

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2025

MARINA

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
690-53540-111-000	FULL-TIME WAGES	64,909.40	64,909.40	123,531.00	58,621.60	52.55
690-53540-111-051	FULL-TIME WAGES FACILITIES	1,722.00	1,722.00	9,570.00	7,848.00	17.99
690-53540-111-920	FULL-TIME WAGES ADMIN	5,338.78	5,338.78	21,191.00	15,852.22	25.19
690-53540-114-000	UNWORKED WAGES	3,997.20	3,997.20	.00	(3,997.20)	.00
690-53540-121-000	PART-TIME WAGES	26,439.00	26,439.00	72,094.00	45,655.00	36.67
690-53540-122-000	PART-TIME OVERTIME WAGES	595.88	595.88	10,200.00	9,604.12	5.84
690-53540-123-000	BONUSES, DOCKMASTERS	.00	.00	3,050.00	3,050.00	.00
690-53540-131-000	RETIREMENT	5,279.27	5,279.27	10,745.00	5,465.73	49.13
690-53540-132-000	SOCIAL SECURITY	7,876.25	7,876.25	18,379.00	10,502.75	42.85
690-53540-133-000	INSURANCE, MEDICAL	9,023.51	9,023.51	19,158.00	10,134.49	47.10
690-53540-134-000	INSURANCE, DENTAL	386.88	386.88	915.00	528.12	42.28
690-53540-135-000	INSURANCE, GROUP LIFE	15.64	15.64	57.00	41.36	27.44
690-53540-136-000	INSURANCE, DISABILITY	309.37	309.37	605.00	295.63	51.14
690-53540-137-000	HSA BENEFITS EXPENSE	4,728.17	4,728.17	6,058.00	1,329.83	78.05
690-53540-138-000	EAP BENEFITS EXPENSE	80.36	80.36	166.00	85.64	48.41
690-53540-140-000	VISION BENEFITS	47.45	47.45	121.00	73.55	39.21
690-53540-141-000	UNIFORM ALLOWANCE	1,249.09	1,249.09	2,000.00	750.91	62.45
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	165.40	165.40	400.00	234.60	41.35
690-53540-145-000	EXPENSE ALLOWANCE	.00	.00	200.00	200.00	.00
	PERSONNEL	132,163.65	132,163.65	299,640.00	167,476.35	44.11
690-53540-201-000	ELECTRIC/GAS	9,657.69	9,657.69	24,000.00	14,342.31	40.24
690-53540-202-000	WATER/SEWER/STORM	880.32	880.32	10,000.00	9,119.68	8.80
690-53540-203-000	TELEPHONE	433.33	433.33	1,260.00	826.67	34.39
690-53540-204-000	CELL PHONE	480.72	480.72	275.00	(205.72)	174.81
690-53540-205-000	INTERNET	2,925.09	2,925.09	4,500.00	1,574.91	65.00
690-53540-206-000	TELEVISION	567.42	567.42	850.00	282.58	66.76
690-53540-207-000	RECYCLING	283.21	283.21	1,000.00	716.79	28.32
690-53540-208-000	GARBAGE	1,203.33	1,203.33	5,000.00	3,796.67	24.07
690-53540-209-000	LEGAL	562.00	562.00	500.00	(62.00)	112.40
690-53540-210-000	AUDITING & CONSULTING	6,083.17	6,083.17	2,750.00	(3,333.17)	221.21
690-53540-211-000	WEED CONTROL	4,313.60	4,313.60	3,500.00	(813.60)	123.25
690-53540-214-000	HOLDING TANK EXPENSE	.00	.00	200.00	200.00	.00
	CONTRACTUAL SERVICES	27,389.88	27,389.88	53,835.00	26,445.12	50.88

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2025

26

MARINA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
690-53540-301-000	VEHICLE & EQUIPMENT GAS, OIL,	116.55	116.55	250.00	133.45	46.62
690-53540-303-000	EQUIPMENT RENTAL	4.21	4.21	350.00	345.79	1.20
690-53540-310-000	COMPUTER SOFTWARE MAINTENANCE	6,699.59	6,699.59	13,200.00	6,500.41	50.75
690-53540-311-000	WEBSITE	359.88	359.88	1,000.00	640.12	35.99
690-53540-312-000	IT SUPPORT	1,760.55	1,760.55	4,000.00	2,239.45	44.01
690-53540-321-000	OFFICE SUPPLIES	416.11	416.11	1,000.00	583.89	41.61
690-53540-322-000	POSTAGE	130.51	130.51	300.00	169.49	43.50
690-53540-324-000	PRINTING/COPYING	1,048.68	1,048.68	2,750.00	1,701.32	38.13
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	4,791.59	4,791.59	7,500.00	2,708.41	63.89
690-53540-351-000	MEDICAL/SAFETY SUPPLIES	235.80	235.80	1,500.00	1,264.20	15.72
690-53540-352-000	MINOR EQUIPMENT AND TOOLS	3,290.30	3,290.30	10,000.00	6,709.70	32.90
690-53540-353-000	GENERAL SUPPLIES	170.75	170.75	4,000.00	3,829.25	4.27
690-53540-354-000	SUPPLIES FOR RESALE	1,188.75	1,188.75	3,500.00	2,311.25	33.96
690-53540-357-000	EVENT COSTS	2,200.30	2,200.30	2,000.00	(200.30)	110.02
690-53540-362-000	GROUNDS MAINTENANCE	1,054.15	1,054.15	3,500.00	2,445.85	30.12
690-53540-366-000	BUILDING MAINTENANCE	8,604.89	8,604.89	16,500.00	7,895.11	52.15
690-53540-368-000	DOCK MAINTENANCE	107,587.33	107,587.33	125,000.00	17,412.67	86.07
690-53540-369-000	EQUIPMENT MAINTENANCE	1,031.17	1,031.17	1,950.00	918.83	52.88
690-53540-392-000	MISCELLANEOUS	.00	.00	100.00	100.00	.00
	SUPPLIES AND EXPENSE	140,991.11	140,991.11	201,250.00	60,258.89	70.06
690-53540-401-000	CUSTODIAL SUPPLIES	1,423.35	1,423.35	4,000.00	2,576.65	35.58
690-53540-408-000	CONTINGENCY, MARINA	.00	.00	5,000.00	5,000.00	.00
	BUILDING MATERIALS	1,423.35	1,423.35	9,000.00	7,576.65	15.82
690-53540-510-000	PROPERTY & LIABILITY INSURANCE	22,285.15	22,285.15	22,140.00	(145.15)	100.66
690-53540-512-000	INSURANCE, WORK COMP	4,248.58	4,248.58	7,923.00	3,674.42	53.62
690-53540-550-000	BANK SERVICE CHARGES	10,235.45	10,235.45	16,000.00	5,764.55	63.97
690-53540-599-000	LICENSE AND PERMIT FEES	.00	.00	25.00	25.00	.00
	FIXED CHARGES	36,769.18	36,769.18	46,088.00	9,318.82	79.78
690-53540-602-000	INTEREST	16,112.50	16,112.50	35,621.96	19,509.46	45.23
	DEBT SERVICE	16,112.50	16,112.50	35,621.96	19,509.46	45.23
690-53540-850-000	COMPUTER SOFTWARE	59.95	59.95	.00	(59.95)	.00
690-53540-860-000	COMPUTER HARDWARE	234.94	234.94	.00	(234.94)	.00
690-53540-899-000	DEPRECIATION	62,745.69	62,745.69	107,564.00	44,818.31	58.33
	CAPITAL OUTLAY	63,040.58	63,040.58	107,564.00	44,523.42	58.61

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2025

27

MARINA

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	TOTAL DEPARTMENT 540	417,890.25	417,890.25	752,998.96	335,108.71	55.50
	DEPARTMENT 541					
690-53541-200-000	OTHER CONTRACTED SERVICES	.00	.00	110.00	110.00	.00
690-53541-201-000	ELECTRIC/GAS	569.97	569.97	1,200.00	630.03	47.50
690-53541-202-000	WATER/SEWER/STORM	429.68	429.68	500.00	70.32	85.94
	CONTRACTUAL SERVICES	999.65	999.65	1,810.00	810.35	55.23
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
		999.65	999.65	53,310.00	52,310.35	1.88
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	34,653.50	34,653.50	59,406.00	24,752.50	58.33
	PERSONNEL	34,653.50	34,653.50	59,406.00	24,752.50	58.33
		34,653.50	34,653.50	59,406.00	24,752.50	58.33
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	453,543.40	453,543.40	1,417,714.96	964,171.56	31.99
	NET REVENUES OVER EXPENDITURES	457,559.36	457,559.36	(460,993.36)	(1,009,790.40)	99.26



Village of Sister Bay 2025 Annual Budget

28

690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
Revenues					
690-42000-000-000	DEBT PREMIUMS				
690-42800-000-000	AMORTIZATION OF PREMIUM	3,846	2,803	-	2,803
		3,846	2,803	-	2,803
690-43000-000-000	GRANTS				
690-43690-000-000	DNR GRANTS	-	-	-	-
		-	-	-	-
690-46000-000-000	PUBLIC CHARGES				
690-46371-000-000	SEASONAL SLIP FEES	441,322	467,851	450,400	467,851
690-46372-000-000	DAILY DOCKING/TRANSIENT FEES	322,914	278,500	250,469	278,500
690-46373-000-000	LAUNCH FEES	16,085	19,000	7,248	16,500
690-46375-000-000	PUMP OUT SERVICES	472	2,350	24	2,350
690-46376-000-000	COMMERCIAL DOCKING	143,462	144,244	86,373	144,244
690-46377-000-000	DISCOUNTED SALES	-	(1,000)	-	(1,000)
690-46380-000-000	LAUNDRY NON-TAXABLE	278	500	42	500
690-46381-000-000	PRODUCT SALES	2,711	8,000	261	8,000
690-46382-000-000	VENDING SALES	-	-	-	-
690-46383-000-000	NON TAXABLE PRODUCT SALES	234	500	46	500
690-46900-000-000	MISC CHARGES FOR SERVICES	-	-	-	-
		927,478	919,945	794,862	917,445
690-48000-000-000	MISCELLANEOUS REVENUES				
690-48110-000-000	INTEREST ON INVESTMENTS	65,971	33,674	25,786	50,000
690-48260-000-000	BLDG RENTAL - BOATHOUSE	-	-	-	-
690-48300-000-000	SALE OF PROPERTY AND EQUIPMENT	-	-	-	-
690-48500-000-000	DONATIONS	-	-	-	-
690-48995-000-000	MISC OTHER REVENUE	354	300	306	300



Village of Sister Bay 2025 Annual Budget

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690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
		66,325	33,974	26,092	50,300
690-49000-000-000	OTHER FINANCING SOURCES & TRANSFERS				
690-49210-000-000	TRANSFERS FROM GENERAL FUND	-	-	-	-
690-49240-000-000	TRANSFERS FROM CIP FUND	-	-	-	-
		-	-	-	-
Total Marina Revenues		997,649	956,722	820,954	970,548
Expenditures					
690-53540-100-000	EMPLOYEE RELATED COSTS				
690-53540-111-000	FULL-TIME WAGES	98,359	123,531	55,876	128,786
690-53540-111-051	FULL-TIME WAGES FACILITIES	6,255	9,570	1,493	7,000
690-53540-111-920	FULL-TIME WAGES ADMIN	28,633	21,191	4,053	29,000
690-53540-112-000		6,492		-	
690-53540-112-051	FULL-TIME OVERTIME FACILITIES	25		-	
690-53540-114-000	UNWORKED WAGES	8,968	-	3,522	1,469
690-53540-115-000	BONUSES, MANAGER	-	-	-	-
690-53540-121-000	PART-TIME WAGES	54,669	72,094	9,265	71,500
690-53540-122-000	PART-TIME OVERTIME WAGES	325	10,200	17	10,200
690-53540-123-000	BONUSES, DOCKHANDS	3,050	3,050	-	3,050
690-53540-131-000	RETIREMENT	5,473	10,745	4,513	10,500
690-53540-132-000	SOCIAL SECURITY	15,284	18,379	5,729	16,000
690-53540-133-000	INSURANCE, MEDICAL	16,554	19,158	7,689	18,000
690-53540-134-000	INSURANCE, DENTAL	805	915	329	600
690-53540-135-000	INSURANCE, GROUP LIFE	(222)	57	11	57
690-53540-136-000	INSURANCE, DISABILITY	690	605	260	605
690-53540-137-000	HSA BENEFITS EXPENSE	2,190	6,058	2,230	3,000
690-53540-138-000	EAP BENEFITS EXPENSE	138	166	69	166
690-53540-140-000	VISION	111	121	40	121



Village of Sister Bay 2025 Annual Budget

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690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
690-53540-141-000	UNIFORM ALLOWANCE	1,531	2,000	-	2,000
690-53540-142-000	RECRUITMENT/TESTING/PHYSICALS	607	500	-	500
690-53540-143-000	RECOGNITION	1,106	700	-	700
690-53540-144-000	MILEAGE	464	400	165	400
690-53540-145-000	EXPENSE ALLOWANCE	200	200	-	200
690-53540-190-000	ALLOCATION TO TKH	-	-	-	-
		251,706	299,640	95,259	303,854
690-53540-200-000	SERVICES				
690-53540-201-000	ELECTRIC/GAS	21,909	24,000	8,252	24,000
690-53540-202-000	WATER/SEWER/STORM	24,061	10,000	(2,043)	10,000
690-53540-203-000	TELEPHONE	874	1,260	378	1,260
690-53540-204-000	CELL PHONE	476	275	359	275
690-53540-205-000	INTERNET	4,453	4,500	2,285	4,500
690-53540-206-000	TELEVISION	622	850	403	850
690-53540-207-000	RECYCLING	1,821	1,000	283	1,000
690-53540-208-000	GARBAGE	2,709	5,000	804	5,000
690-53540-209-000	LEGAL	450	500	562	500
690-53540-210-000	AUDITING & CONSULTING	10,420	2,750	4,325	10,000
690-53540-211-000	WEED CONTROL	3,104	3,500	195	4,500
690-53540-212-000	ENGINEERING	-	-	-	-
690-53540-214-000	HOLDING TANK EXPENSE	-	200	-	200
		70,899	53,835	15,804	62,085
690-53540-300-000	SUPPLIES AND MATERIALS				
690-53540-301-000	VEHICLE & EQUIPMENT GAS, OIL,	241	250	117	250
690-53540-303-000	EQUIPMENT RENTAL	26	350	4	350
690-53540-310-000	COMPUTER SOFTWARE & MAINT.	8,382	13,200	6,202	13,200
690-53540-311-000	WEBSITE	-	1,000	360	1,000
690-53540-312-000	IT SUPPORT	1,395	4,000	1,686	4,000



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690 Enterprise Fund - Marina		12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
690-53540-321-000	OFFICE SUPPLIES	463	1,000	89	1,000
690-53540-322-000	POSTAGE	140	300	122	300
690-53540-324-000	PRINTING/COPYING	2,414	2,750	1,044	2,750
690-53540-325-000	ADVERTISING & PUBLIC NOTICES	-	2,000	-	2,000
690-53540-331-000	MEMBERSHIP DUES	845	850	300	850
690-53540-332-000	EDUCATION/TRAINING	10,143	7,500	4,338	7,500
690-53540-351-000	MEDICAL/SAFETY SUPPLIES	715	1,500	236	1,500
690-53540-352-000	MINOR EQUIPMENT AND TOOLS	901	10,000	2,516	10,000
690-53540-353-000	GENERAL SUPPLIES	767	4,000	48	4,000
690-53540-354-000	SUPPLIES FOR RESALE	737	3,500	701	3,500
690-53540-357-000	EVENT COSTS	3,577	2,000	2,200	2,000
690-53540-362-000	GROUNDS MAINTENANCE	-	3,500	1,054	3,500
690-53540-366-000	BUILDING MAINTENANCE	10,090	16,500	7,106	16,500
690-53540-368-000	DOCK MAINTENANCE	108,511	125,000	106,568	125,000
690-53540-369-000	EQUIPMENT MAINTENANCE	1,816	1,950	812	1,950
690-53540-392-000	MISCELLANEOUS	1,178	100	-	100
690-53540-401-000	CUSTODIAL SUPPLIES	2,198	4,000	564	4,000
690-53540-408-000	CONTINGENCY, MARINA	-	5,000	-	5,000
		154,539	210,250	136,066	210,250
690-53540-500-000	FIXED CHARGES				
690-53540-510-000	PROPERTY & LIABILITY INSURANCE	22,389	22,140	22,285	24,000
690-53540-512-000	INSURANCE, WORK COMP	6,070	7,923	4,249	9,000
690-53540-523-000	UNEMPLOYMENT COSTS	-		-	
690-53540-550-000	BANK SERVICE CHARGES	16,721	16,000	9,329	19,000
690-53540-551-000	OTHER FEES, CHARGES, BAD DEBTS	536	-	-	500
690-53540-599-000	LICENSE AND PERMIT FEES	531	25	-	500
		46,246	46,088	35,862	53,000
690-53540-600-000	OTHER EXPENDITURES & OUTLAYS				



Village of Sister Bay 2025 Annual Budget

690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
690-53540-602-000	INTEREST	39,687	35,622	16,113	30,996
690-53540-860-000	Computer Hardware	94		-	
690-53540-899-000	DEPRECIATION	109,399	107,564	53,782	111,000
		149,180	143,186	69,895	141,996
690-53541-000-000	BOATHOUSE COSTS				
690-53541-200-000	OTHER CONTRACTED SERVICES	274	110	-	110
690-53541-201-000	ELECTRIC/GAS	509	1,200	-	1,200
690-53541-202-000	WATER/SEWER/STORM	768	500	215	500
690-53541-203-000	TELEPHONE	-	-	-	-
690-53541-206-000	TELEVISION	-	-	-	-
690-53541-367-000	BOATHOUSE MAINTENANCE	7,000	51,500	-	51,500
		8,551	53,310	215	53,310
690-55301-000-000	EVENTS				
690-55301-408-000	EVENT COSTS FOR MARINA	-	2,000	-	2,000
		-	2,000	-	2,000
690-59000-000-000	TRANSFERS & OTHER USES OF FUNDS				
690-59210-000-000	TRANSFERS TO GENERAL FUND	46,195	59,406	29,703	50,000
690-59300-000-000	TRANSFERS TO DEBT SERVICE	-	-	-	-
690-59400-000-000	TRANSFERS TO CAPITAL PROJECTS	-	550,000	-	-
		46,195	609,406	29,703	50,000
Total Marina Expenditures		727,316	1,417,715	382,804	876,495
	Net Income/(Loss)	270,333	(460,993)	438,150	94,053
Beginning Net Asset Balance		2,391,500	2,714,517	2,253,523	2,661,833
	Change in accounting principal				



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690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget
Beginning Net Asset Balance		2,661,833	2,253,523	2,691,673	2,755,885
Proof to Audit					



Village of Sister Bay 2025 Annual Budget

690	Enterprise Fund - Marina	12/31/2024	2025	6/30/2025	2026
Account	Description	Actual	Budget	Actual	Budget

Expense Summary		12/31/2024	2025 Budget	45838 Actual	2026 Budget
	Wages & Benefits	247,799	295,840	95,094	300,054
	Other Employee Costs	3,908	3,800	165	3,800
	Services	70,899	53,835	15,804	62,085
	Supplies, Materials, & Maintenance	154,539	210,250	136,066	210,250
	Fixed Charges	46,246	46,088	35,862	53,000
	Other Exp. & Outlays	149,180	143,186	69,895	141,996
	Boathouse	8,551	53,310	215	53,310
	Other Costs & Transfers	46,195	611,406	29,703	52,000
		727,316	1,417,715	382,804	876,495

Revenue Summary		45657 Budget	2025 Budget	45838 Budget	2026 Budget
	Seasonal Slip Fees	441,322	467,851	450,400	467,851
	Transient Fees	322,914	278,500	250,469	278,500
	Other Public Charges	19,780	29,350	7,621	26,850
	Grants	-	-	-	-
	Commercial Docking	143,462	144,244	86,373	144,244
	Miscellaneous Revenues	70,171	36,777	26,092	53,103
		997,649	956,722	820,954	970,548