

MARINA COMMITTEE MEETING MINUTES
Wednesday October 15th, 2025
(Approved)

Agenda Item No. 1. The October 15th, 2025 meeting of the Marina Committee was called to order by White at 4:00 P.M.

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

Staff: Marina Manager - Dave Lienau & Assistant Manager - Sam Jordan

Others: Nick Dokolas, Thor Johnson

Agenda Item No. 2. Approval of the Agenda

A motion was made by Grant, seconded by Duffy that the Agenda for the October 15th, 2025 meeting of the Marina Committee be approved as presented. Motion carried – All ayes.

Agenda Item No. 3. Approval of the Minutes – September 17th, 2025

A motion was made by Duffy, seconded by Grant that the minutes of the September 17th, 2025 meeting of the Marina Committee be amended and approved by the committee. Motion carried – All ayes.

Agenda Item No. 4. Approval of the Minutes – October 10th, 2025

A motion was made by Grant, seconded by Kodanko that the minutes of the October 10th, 2025 special meeting of the Marina Committee be amended and approved by the committee. Motion carried – All ayes.

Agenda Item No. 5. 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. 6. Discussion/Action Items

a.) Boathouse Project Update

Lienau noted that the Sister Bay Historical Society is currently reviewing the lease and operational agreements before signing them.

b.) New Marina Building – Schematic Layout

White recommended that the Marina Committee approve the schematic layout so that phase 2 of the new building development can begin. Lienau added that even after approving the schematic design today, amendments can still be made during the next phase. Grant requested that the building have larger windows with a more floor-to-ceiling design to increase access to sunlight and the staff's visibility of the harbor. White voiced assent and confirmed that the architects are already factoring these comments into the next building design. Grant further

1 added that it may be worth looking into bird-repellant glass in the windows, to which White
2 and Lienau agreed.

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4 *A motion was made by Kodanko, seconded by Grant to approve the new marina building's schematic*
5 *design as presented. Motion carried – All ayes.*

6 7 **c.) New Marina Building – Phase 2 Contract**

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9 Lienau explained that Phase 2 will involve creating more specific architectural designs both in
10 the interior and exterior that can be used for actual construction in the future. Lienau added that
11 Phase 2 will require further surveys and evaluations on the current marina property.

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13 *A motion was made by Grant, seconded by Kodanko to approve moving into Phase 2 of the new marina*
14 *building's design contract. Motion carried – All ayes.*

15 16 **d.) Boardwalk Project Review**

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18 Lienau summarized that the received bids to construct a concrete boardwalk were all rejected as
19 they were too far over the marina's budget for the project, primarily due to the cost of concrete,
20 of sheet steel, and of mobilizing large machinery. Lienau followed that management is speaking
21 with marine engineer, Mike Kahr, to find alternative ways to replace the current boardwalk.
22 Mike Kahr as well as other marina managers who Lienau has spoken with recommend Ipe
23 wood as an alternative material to rebuild the boardwalk with. Lienau explained that Ipe is an
24 extremely dense walnut wood from South America that is known to last up to 75 to 80 years,
25 even submerged in water. Lienau added that Ipe wood is significantly more expensive than the
26 wood currently used in the boardwalk's structure, has an extremely high fire rating comparable
27 to concrete or steel, naturally turns grey over time to match the rest of the wood in the marina,
28 but does require specific tools and expertise to build with. Lienau noted that Kahr estimated the
29 cost of the Ipe wood and its delivery to the marina alone would be around \$107,000, with its
30 installation not included. Lienau suggested another species of walnut wood from South
31 America called Cumaru, which is not quite as dense as Ipe, but is competitive in its 40-to-45-
32 year lifespan. Grant and White noted that the expense of the wood concerns them as being cost
33 prohibitive, but Lienau noted that the added expense may be worth it given that the lifetime of
34 the boardwalk would increase so drastically. Lienau reminded the committee that a previous
35 proposal to replace the entire boardwalk, with pressure treated wood like its current material,
36 was about \$159,000.

37 38 **e.) Marina Winterization and Fall Dredging**

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40 Lienau noted that since all three boardwalk and dredging project bids were rejected, there are
41 now no set plans to have the marina dredged to accommodate the continually lowering water
42 levels. Lienau is aiming to conduct a separate, smaller emergency dredging project akin to what
43 the marina did in the Spring of 2025, to address the extremely shallow areas and protruding
44 rocks throughout the marina. Lienau noted that due to the limited time frame to dredge set by
45 the DNR in the dredge permit, this may be the necessary alternative as there is not enough time
46 to rebid the larger dredging project that was originally paired in the bid package with the
47 boardwalk project.

f.) Commercial Vendor Contracts – Renewals, Extensions & Pricing

Lienau summarized the status of the commercial vendors and their contracts within the marina, noting that the contracts were signed in 2023 with the stipulation that the committee can renew the contracts for an additional two years once three marina seasons have passed. Now that the contracts are due for two-year renewals, amendments to the contracts can be made with the committee's approval. Lienau asked the committee to reconsider the current pricing model of Sister Bay Scenic Boat Tours and its vessel named the Norra Dorr, before approving the vendor's contract. Lienau explained that the commercial slip-holders are charged per foot of slip, but the Norra Dorr is using a notably larger amount of length than the slips it is in. Currently the total amount of slip the vessel is being charged for is 94ft, but it is using 126ft of actual space. This 32ft of overuse violates the overhang limitations set in the marina guidelines for other types of slip-holders. Lienau noted that the vendor has requested to move slips to amend the overhang issue, but there are no available spots in the marina that would accommodate the Norra Dorr and the foot-traffic it generates. The committee deliberated whether the rate should be increased or maintained at the current model of paying only per foot of assigned slip. Duffy gave historical context as to how the current layout of the Sister Bay Scenic Boat Tours' and Sister Bay Boat Rentals' slips was designed to accommodate the flow of traffic for both businesses' boats.

Duffy recommended that the committee increase the price by half of what the additional cost would be if the vendor was charged per foot of boat rather than per foot of slip, given that the length of boat is 32ft larger than the length of its assigned slips. Lienau confirmed that Duffy's recommendation would increase the annual cost to the vendor by about \$4,000. Most committee members voiced assent for the proposal, with Kodanko noting that it will be important for the committee to inform the vendor of any plans for future price changes after the two-year renewal period ends.

A motion was made by Duffy, seconded by Kodanko to approve the two-year extension of the commercial vendor contracts as written, with the exception of the Sister Bay Scenic Boat Tours contract which will increase in its rate by fifty-percent of the cost of the difference in footage between the commercial vessel and its assigned slips, which equals \$3,985.60 for the year of 2026. Motion carried – All ayes.

g.) Review of Monthly Financials

Lienau noted that the total YTD revenue for the marina per the monthly financials is \$920,000, but the marina's total revenue is actually at \$948,000 as of the most up-to-date report. Lienau estimates that the marina will likely surpass a million dollars in revenue by the end of the year.

Agenda Item No. 7. Matters to be placed on a future agenda or referred to a committee, official, or employee

It was the consensus of the committee that that following items be included on a future committee meeting agenda:

- New marina building design & phase 2 contract to the Board of Trustees
- Commercial vendor contracts to the Board of Trustees

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2 *The next meeting of the Marina Committee is tentatively scheduled for December 17th, 2025 at 4:00 P.M.*
3 *via virtual Zoom meeting only.*

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5 **Adjournment:** *A motion was made by Grant, seconded by Duffy to adjourn the October 15th, 2025*
6 *meeting of the Marina Committee at 5:15P.M. Motion carried – All ayes.*

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8 Respectfully submitted,



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10 Samuel Jordan
11 Assistant Marina Manager