



MARINA COMMITTEE MEETING AGENDA

Wednesday, March 11th, 2026 at 4:00PM

via virtual Zoom meeting **ONLY**

To access the meeting electronically via Zoom, click the link below:

<https://zoom.us/j/3597569647?pwd=671UiiJPsuJM9QHfABHmzGC12vIhJa.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	(Unassigned)	
3	Patrice Champeau – Trustee		4	Pat Duffy - Resident	
5	Kevin Grant – Citizen			<i>Marina Manager – David Lienau</i>	
	<i>Benjamin Andrews – Village Administrator</i>			<i>Asst. Marina Manager- Sam Jordan</i>	

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – February 10th, 2026
5. Comments and Correspondence
6. Discussion/Action Items
 - a. Commercial Contract – Change of Ownership
 - b. Boathouse Project
 - c. Boardwalk Renovation
 - d. New Building Update
 - e. Review of Financials
 - f. Assistant Manager's AMM Completion
7. Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee
8. 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, Benjamin Andrews. Email administrator@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.

**SPECIAL JOINT MEETING OF THE
MARINA & FINANCE COMMITTEES
MEETING MINUTES
Tuesday February 10th, 2026
(Approval Pending)**

Agenda Item No. 1. Call to Order

The February 10th, 2026 Special Joint Meeting of the Finance & Marina Committees was called to order by White at 4:00 P.M.

Agenda Item No. 2. Roll Call

Marina Committee:

- **Present:** Brigid White, Kevin Grant, Patrice Champeau
- **Absent:**
- **Excused:** Pat Duffy

Finance Committee:

- **Present:** Denise Bhirdo, Louise Howson
- **Excused:** Mike Laszkiewicz
- **Absent:** Andy Woerfel

Staff: Marina Manager - David Lienau, Assistant Manager - Sam Jordan, Village Administrator - Benjamin Andrews, Finance Director - Volodymyr Gannik

Others: John Blossom, John Lijewski, Skip Heidler, Thor Johnson, Nikolas Dokolas

Agenda Item No. 3. Approval of the Agenda

A motion was made by Bhirdo, seconded by Howson that the Agenda for the February 10th, 2026 Special Joint Meeting of the Finance & Marina Committees be approved as presented. 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.) Lease Agreement; Marina Boathouse; Historical Society; 10697 Bay Shore Drive

Lienau summarized the staff report included in the packet, outlining the Marina's prior investments related to the Historical Society's proposed Boathouse Museum project and explaining the request for financial consideration within the Payment section of the Lease Agreement.

Committee members discussed the proposed structure of the Marina's Payment in Lieu of Taxes (PILOT) obligation in connection with the lease. It was clarified that the intended arrangement is for the Marina to continue paying its annual actual calculated PILOT, reduced by \$10,000 per year, with the reduction adjusted annually based on the Consumer Price Index (CPI). The CPI adjustment to the reduction will compound annually.

Members acknowledged that confusion occurred as the proposed payment structure moved between committees, the Board of Trustees, Village administration, and the Historical Society. The committees further discussed the treatment of improvements to the Boathouse. Consensus was reached that the Marina should not be responsible for any increases in its PILOT attributable to improvements made to the Boathouse as part of the Historical Society's project, as the facility will no longer generate revenue for the Marina. Gannik clarified that improvements funded by the Historical Society would not increase the Marina's book value for purposes of calculating the PILOT.

Discussion also included establishing the current appraised value of the Boathouse in order to limit future growth in the Boathouse-related portion of the PILOT. Staff indicated that the current appraised value is not presently available but may be determined through the Marina's ongoing insurance asset assessment. Gannik noted that the Boathouse portion of the overall PILOT is relatively small.

A motion was made by White, seconded by Bhirdo, to approve the Lease Agreement provision stating that the Marina shall pay its annual actual calculated PILOT, reduced by \$10,000 annually with a compounding annual CPI adjustment, and with no increases in PILOT attributable to improvements made to the Boathouse. Motion carried – All ayes.

Agenda Item No.6. 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:

- *Payment Section of the Lease Agreement; Marina Boathouse; Historical Society; 10697 Bay Shore Drive to the Marina Committee's next meeting.*

Agenda Item No.7. Adjournment: *A motion was made by Howson, seconded by Bhirdo to adjourn the February 10th, 2026 Special Joint Meeting of the Finance & Marina Committees at 4:44 P.M. Motion carried – All ayes.*

Respectfully submitted,



- 1 Samuel Jordan
- 2 Assistant Marina Manager

MARINA COMMITTEE MEETING MINUTES

Tuesday, February 10th, 2026

(Approval Pending)

Agenda Item No. 1. The February 10th, 2026 meeting of the Marina Committee was called to order by White at 4:50 P.M.

Present: Brigid White, Patrice Champeau, Kevin Grant

Excused: Pat Duffy

Staff: Marina Manager - Dave Lienau, Assistant Manager - Sam Jordan, Village Administrator - Benjamin Andrews

Others: John Lijewski, Thor Johnson, Nikolas Dokolas, Skip Heidler

Agenda Item No. 2. Approval of the Agenda

A motion was made by Grant, seconded by Champeau that the Agenda for the February 10th, 2026 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 Grant, seconded by Champeau that the minutes of the December 11th, 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

The committee deliberated on how to assess the current value of the boathouse so that they can freeze the value's impact on the boathouse portion of the marina's annual payment in lieu of taxes (PILOT) and ultimately agreed that though the effect of this freeze might be small, it still should be included in the motion.

A motion was made by White, seconded by Champeau to recommend to the Board of Trustees the motion as previously discussed in the Tuesday February 10th, 2026 Special Joint Meeting of the Marina & Finance Committees Meeting Minutes: "to approve the Lease Agreement provision stating that the Marina shall pay its annual actual calculated PILOT, reduced by \$10,000 annually with a compounding annual CPI adjustment, and with no increases in PILOT attributable to improvements made to the Boathouse." Motion carried – All ayes.

1 **b. New Marina Building**
2

3 Lienau summarized the updated new marina building designs provided by MDT architectural
4 services. Lienau requested the committee review the designs over the next week and provide
5 feedback directly to marina staff for use in their next meeting with the architects.
6

7 **c. Boardwalk Project**
8

9 Lienau updated committee on the status of the boardwalk reconstruction project, noting that a
10 subcontractor is ready to begin working and marina staff is just waiting for the shipment of new
11 wood to arrive from Brazil.
12

13 **d. Professional Development**
14

15 Lienau summarized marina management's recent professional development experience
16 attending the Association of Marina Industries' national conference where Lienau was officially
17 granted his Certified Marina Operator certificate after three years of continuous education &
18 training. Lienau added that Assistant Manager, Samuel Jordan, will be finishing his third year
19 of training in late February so that by next year, he will also be receiving the same certificate.
20

21 **e. Seasonal & Transient Reservations**
22

23 Lienau noted that as of February 10th, the marina has made \$309,000 in slip revenue and
24 \$210,000 of that is transient revenue, which is 76% of the marina's projected total transient
25 revenue.
26

27 **f. Review of Financials**
28

29 Lienau noted that monthly revenue & expenses will largely change over the coming months as
30 slip-holders pay dues and the marina takes on upcoming maintenance projects.
31

32 **Agenda Item No.6. Matters to be placed on a future agenda or referred to a committee,**
33 **official, or employee**
34

35 *It was the consensus of the committee that that following items be included on a future committee*
36 *meeting agenda:*
37

38 *Next marina committee meeting is tentatively scheduled for Wednesday, March 11th, 2026 at 4:00PM*
39 *via Zoom only.*
40

41 **Adjournment:** *A motion was made by Grant, seconded by Champeau to adjourn the February 10th, 2026*
42 *meeting of the Marina Committee at 5:21 P.M. Motion carried – All ayes.*
43

44 Respectfully submitted,
45

46 

Samuel Jordan

1 Assistant Marina Manager

March 4, 2026

Dear Members of the Marina Committee,

I am writing to request time on the agenda for the next Marina Committee meeting to introduce a planned transition in ownership of Sister Bay Scenic Boat Tours from myself to Thor, who currently operates Sister Bay Boat Rental at the marina. Our hope is to share the details of the transition, answer any questions, and request the committee's approval for us to move forward with the sale so Thor can assume operations beginning this spring.

After ten years of operating the business, I am excited about this next chapter and confident in Thor's leadership and experience at the marina. Thor has been a commercial tenant in good standing since purchasing Sister Bay Boat Rental in 2020 and has extensive experience in the boating and marine tourism industry.

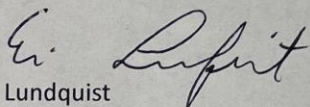
Our intention is to continue operating the business in the same manner, following all marina rules and the current lease agreement. All existing employees plan to return for the 2026 season, allowing for a seamless transition and continuity of operations.

While I will be stepping away from ownership, I will continue to be around during the summer months and plan to assist Thor as he moves forward with the business.

I also want to sincerely thank the Village of Sister Bay for the opportunity to operate this business over the past ten years. It has been a privilege to be part of the marina and the Sister Bay community.

We appreciate your time and consideration and look forward to meeting with the committee to discuss the transition.

Best regards,



Eric Lundquist
Sister Bay Scenic Boat Tours
920-333-0217



Thor Johnson
Door County Boat Tours
920-421-2352



SISTER BAY MARINA
COMMERCIAL VENDOR AGREEMENT
2023-2025 (EXTENDED to 2027)

The undersigned, individually and on behalf of the Commercial Vendor (the "Lessee"), jointly and severally agree to enter into the following agreement with the Village of Sister Bay, a municipality located in Door County, Wisconsin, P.O. Box 769, Sister Bay, WI 54234 (the "Village").

RECITALS

A. The Village, through its Village Board in the exercise of its authority over the Village Marina (the "Marina"), has established a Marina Committee (the "Committee"), for certain matters relating to the Marina, including this Contract (the "Agreement"), in order to protect the health, safety and welfare of the public that in part includes benefit to the entire community by the stimulation of economic activity in the private sector and improving the quality of life and recreational opportunities by allowing anyone interested, access to the waters of Sister Bay.

B. The Committee has established requirements for the operation of the Marina, as set forth in this instrument and attachments, as may be changed from time to time during the term of this Agreement as set forth below (the "Requirements").

C. Lessee, jointly and severally, agrees to all requirements as may be changed from time to time, and executes this Lease in agreement with its provisions.

NOW, THEREFORE, on the later of both (i) the Lessee's execution of this Agreement with such Attachment, and (ii) the Committee's granting of this Lease, the following provisions shall be applicable to and are agreed to by the Lessee:

1. Identification of Village, Commercial Vendor, Boat and Commercial Vendor Services. The "Village" shall mean and include the Village and all of its organizational bodies, including the Village Board and Committees, as well as all of the Village employees and agents. In this Agreement the term "vessel" and "boat" are used interchangeably and herein referred to as "boat(s)". The Lessee, the boat(s), and Lessee services are as set forth on the attachments hereto, and, more specifically, those attachments shall set forth:

- a. The legal name or names, in the event of a partnership, and mailing address of the Lessee for the purposes of any notice;
- b. The name of the boat(s), if any, for which this Lease is obtained along with a description of the boat(s) (manufacturer, length, and other identifying description), as well as State and Federal identifying numbers, including the state of registration or licensing as applicable (hereinafter, the "Boat"); and,
- c. A description of services the Lessee will provide, in as much detail as may be required by the Committee.

2. Rates and Time of Payment. Please note that boat(s) with the ability to serve a high number of guests per day may be asked to pay a higher pump-out rate than other Lessees so as to cover the costs of sewage disposal. The rate for the first year of this Lease shall be the amount established by the Committee (the rate for 2023 is \$18,501.06, including tax). **Effective 2026 the rate increases by \$3985.60.** The Lessee shall pay for space furnished by the Village of Sister Bay in accord with the rates established by the Committee within 30 days of the date of invoice. The Village will provide the Lessee with two payment options.

1. Option 1 – Lessee will pay in full on or before May 1st of the season year. The Lessee will receive a 2 percent (2%) discount for selecting Option 1.
2. Option 2 – Lessee will pay the first half of the total amount due, as invoiced on or before May 1 of the season year, and the remainder of the invoice must be paid on or before August 1 of the season year. (The rate is the amount established by the Committee prior to the date the Village offers the Agreement to the Lessee; subsequent annual rates shall be set no later than December 31 of the year immediately preceding each calendar year during the term of the Lease or the rate shall default to the original rate offered in the Agreement.)

The Lessee shall negotiate a convenience fee with the adjacent Lessee who, as a courtesy, moves their boats so the Lessee subject to this Agreement can more readily access the dock slip assigned to him. Be advised the Village will not be party to the negotiations unless a convenience fee cannot be established or is not paid. If an arrangement cannot be made that is satisfactory to both parties, at that time the Marina Committee will intervene and establish a convenience fee.

3. Term. The term of this Lease is three (3) years, with an optional two (2) year extension if there have not been documented violations of the Agreement that have been presented to the Lessee, in writing, and not cured within a reasonable timeframe established by the Marina Manager. This Agreement shall commence as of the commencement date and shall be valid until ~~October 31, 2025, or October 31, 2027, if the two-year extension is granted.~~ The Term shall consist of calendar years, but the Lease for the boat(s) at the Marina is only for so much of each such calendar year that the Marina is open for boating, i.e., the boat(s) must be removed from the Marina for the winter off-season as established by the Marina Manager. Nothing in this Agreement should be construed to imply this Agreement will be renewed upon the end of the term. The Village reserves the right to not renew, renew, or modify the Agreement prior to offering a new Agreement.

4. Termination of Lease. Notwithstanding the terms set forth in this Agreement the Committee may terminate any Lease for cause, at any time without liability for the remainder of any term on not less than thirty (30) calendar days' notice to the Lessee.

5. Lessee Early Termination. If a new rate or time of payment is made by the Committee, the Lessee shall have until January 31 of the year immediately following the date the new rate has been established to notify the Village of the Lessee's election not to continue this Lease for the remainder of the term. The Lessee will be responsible for contacting the Village after the deadline to obtain notice of any changes. Failure of the Lessee to notify the Village in a manner such that

1 the Village receives the notice by January 31 shall be the Lessee's agreement to continue this Lease
2 and pay the new rate at such new time or times until the Lease is terminated by the Village. In
3 addition, the Lessee may request that the Committee consider early termination at any time, which
4 the Committee may grant or deny at its discretion.

5 6. Release, Indemnification and Required Insurance. The Lessee releases, waives and
6 discharges the Village from any and all liability by reason of this Lease, including any use or
7 occupancy of the Marina and services, and covenants never to bring any suit or action at law or in
8 equity against the Village related thereto. Lessee further agrees to indemnify the Village from and
9 against any claims, demands, or costs (including attorneys' fees), or Judgments arising from
10 his/her/their utilization of the Marina, whether incidents occur in the Marina or elsewhere.
11 Moreover, the Lessee shall have in place and furnish to the Village prior to placing the boat(s) or
12 any other property on or in the Marina, or any use or occupancy of the Marina for any calendar
13 year, proof of insurance for that year as required on the attached Sister Bay Marina Contractor
14 Insurance Requirements (the "Insurance") (as may be amended by the Village or Committee from
15 time to time by the deadline, with the Lessee having the same rights and responsibilities with
16 respect to early termination by January 31 as indicated above), with respect to insurance.

17 7. Marina Procedures and Usage. Lessee agrees to comply with all Marina Procedure and Usage
18 Rules at all times except as modified by this Agreement. By signing this document the Lessee
19 signifies that he/she/they have received, agrees with, will obey, and understands the Sister Bay
20 Marina Procedure and Usage Rules (attached hereto and incorporated by reference).

21 8. Annual Report. In addition to all other requirements, the Lessee shall prepare and submit to
22 the Village to be received no later than November 1 of each calendar year during this Lease, a
23 report on the Lessee's operations for that calendar year prior to November 1 of that calendar year
24 (the "Annual Report"). The Annual Report shall include, at a minimum, economic impact, if known;
25 demographic information that can be used for marketing purposes; a detailed log of the number
26 of boat trips and customer counts on those trips; and any issues the Lessee may seek the Village
27 to be aware of or have any desire for the Village to address.

28 9. Effective Change of Ownership. The words "Effective Change of Ownership" shall mean any
29 cumulative change of fifty percent (50%) or more of the ownership of the Lessee, or any change in
30 the authority of any individual that signs the Lease on behalf of the Lessee. Within ten (10) days
31 after any effective change in ownership, the Lessee shall notify the Village in writing with a notice
32 specifying the changes in the Marina Commercial Vendor Lease Attachment. The Committee may
33 terminate the Lease at any time after an effective change of ownership by giving not less than
34 thirty (30) calendar days advance written notice of the termination to the Lessee. This Lease is not
35 assignable.

36 10. Breach or Default. In the event of any breach or default in making any monetary payment to
37 be made to the Village, including payments required under this Section for breach or default, or
38 any other payment such as the rate under the Lease, interest will be charged on all accounts not
39 paid when due at a rate of ten percent (10%) per month, or the maximum rate allowed by law,
40 whichever is greater. In the event the Lessee fails to pay all amounts which become due under the
41 Agreement and the Village refers such matter to an attorney or collection agency, the Lessee

1 agrees to pay, in addition to the amounts due, as well as any and all costs incurred by the Village
2 as a result of such action, including attorney fees.

3 11. Guarantee. The Lessee, including any individual signing this Lease, notwithstanding signature
4 in a capacity as an agent or other fiduciary, personally guarantees all obligations of the Lessee
5 whether under this Lease or otherwise.

6 12. Boat and Slip Location. The Lessee shall only conduct his/her/their operations on the boat(s)
7 located at the slips assigned by the Village. All related equipment necessary to provide the Lessee's
8 services shall be stored in such locations as are approved by the Marina Manager. The only boat(s)
9 authorized at the assigned dock are those boat(s) enumerated in the Marina Commercial Vendor
10 Lessee Attachment; the Lessee shall not allow other boat(s) not covered by this Agreement to tie
11 up to the dock or to boat(s) authorized to use the dock.

12 13. Dock Modification or Repair. No dock modifications may be made by the Lessee to any of
13 the assigned slip(s) without prior approval of the Marina Manager. The Marina Manager will
14 determine if the modification is appropriate, what materials may be used, and who is to perform
15 the modification. The Marina is responsible for general maintenance of slips. Any repairs required
16 beyond normal wear and tear to the assigned slip(s) will be at the expense of the Lessee. (The
17 Marina Manager reserves the right to determine what is beyond normal wear and tear.)

18 14. Commercial Concession Building Usage. The Lessee is hereby granted permission to operate a
19 concession office inside the Village owned concession building. The Lessee shall share the
20 concession office space with the other Lessees granted leases by the Village. No modifications shall
21 be made to the interior or exterior of the building without the Village's written permission. All
22 existing Lessee signage on the building shall be reviewed for approval. No signage on the building
23 or Village property is allowed without first obtaining a Village Sign Permit(s); the Lessee is obligated
24 to comply with all Zoning Code requirements applicable to the sign. Any cost for telephone service
25 shall be paid by the Lessee. If at any time air conditioning or electric heat is added to the building
26 the different Lessee's operating from the building shall become responsible for the electric bill.

27 15. Vehicle Parking. The Lessee agrees that he/she/they and their employees, shall not park any
28 personal vehicle(s), commercial vehicle(s) or truck(s) used in the course of their business on either
29 side of N. Bay Shore Drive between Scandia Drive and Mill Road at any time, nor in any public
30 parking lot assigned to the Post Office or Waterfront Park.

31 16. Trash and Recycling. The Lessee agrees to maintain the area around the assigned slip(s),
32 grounds and concession building in a clean and neat manner at all times. The Lessee agrees to
33 collect and deposit all trash and waste in the dumpster next to the Marina Building. The Lessee
34 agrees to recycle to the extent possible and to deposit all recyclables in the appropriate dumpster
35 next to the Marina Building. Lessee understands it is not the responsibility of Marina Staff to
36 dispose of bags of trash or recyclables generated by the Lessee or his/her/their guests. The Lessee
37 also agrees to conduct his/her/their business consistent with the Wisconsin Department of Natural
38 Resources "Clean Marina" guidelines.

39 17. Customer Information. The Lessee agrees to provide the Village with copies of all sales,
40 promotion, and/or instructional materials associated with the operation of his/her/their business
41 that are provided to individuals renting or purchasing services from the Lessee. Said informational

1 material shall make it clear that tickets and information is not available at the Marina Building,
2 and, all inquiries are to be made at the Commercial Concession Building.

3 18. Restrooms. All promotional materials, information shared by Lessee employees, and any
4 signage shall indicate Lessee's guests are to use the restrooms on the Lessee's boat(s) or at the
5 Village Hall, and not utilize the restrooms at the Marina Building.

6 19. Licenses and Permits. The Lessee agrees that each employee operating a boat(s) shall be
7 properly licensed or certified by the United States Coast Guard. Copies of those licenses and or
8 permits shall be available for inspection at the Commercial Concession Building. The Lessee agrees
9 that each boat(s) as listed shall be properly licensed and certified as required by the United States
10 Coast Guard. Copies of those licenses or certifications shall be available for inspection at the
11 Commercial Concession Building.

12 20. Scope of Business Activities. While operating in the concession stand or within the Marina
13 the Lessee shall not engage in any business or reservation activities for boat(s) located at or
14 operating out of any other marinas or locations. Reservations, rentals, charters, sales or other
15 business related activities shall be for the boat(s) covered by this agreement.

16 21. Boat Occupancy. The occupancy of the boat(s) tours, excluding staff, shall be limited as
17 follows:

- 18 i. No more than 15% of the trips shall have more than 76-100 persons
- 19 ii. No more than 10% of the trips shall have 101 or more persons
- 20 iii. In no case shall there be more than 125 people on a boat tour

21 22. Live Music and Crowd Noise. All live music and crowd noise shall be operated/managed in
22 compliance with the Municipal Code, Chapter 30, *Nuisances*, and the Quiet Hours established for
23 the Village's parks. Violations of the Village's nuisance regulations and Quiet Hours restrictions
24 shall be deemed a breach of this contract.

25 23. The Lessee shall work with the Marina Manager to develop an area designated for guests to
26 wait until they can access the boat. The cost of any materials required to designate the 'staging
27 area' (barricades, signs, ropes, etc.) shall be paid by the Lessee, and the Lessee shall be responsible
28 for ensuring the designated area is kept orderly. As guests purchase their ticket, they shall be
29 directed to the waiting area.

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1 **IN WITNESS WHEREOF**, the undersigned has executed this Lease on the dates set forth opposite
2 his/her/their signature(s).

3
4 **LESSEE:** Sister Bay Scenic Boat Tours (Individually and on behalf of Commercial Vendor)

5 Date signed: _____ Date signed: _____

6
7 (Signature) _____ (Signature) _____
8 Eric Lundquist, Owner _____ Print Name, Title _____

9
10 **VILLAGE:** (Approved on Behalf of the Village of Sister Bay)

11 Date signed: _____

12
13 (Signature) _____
14 Nate Bell
15 Village President

16
17 (Signature) _____
18 Dave Lienau
19 Marina Manager

20
21 Assigned Slip Number(s): ____D103, D104_____
22

VILLAGE OF SISTER BAY

MARINA COMMERCIAL VENDOR LESSEE ATTACHMENT

COMMERCIAL VENDOR: Eric Lundquist

Business Name: Sister Bay Scenic Boat Tours, LLC

Website: DoorCountyBoats.com

Address: 10735 Woodcrest Rd., Sister Bay, WI 54234

Cell Phone (920) 333-0217

Email: Elundquist2010@gmail.com & tours@doorcountyboats.com

Authorized Commercial Vendor Contact Person (if different from above): Additional contact is Nick Dokolas at 3502 Peppergrass Drive, Green Bay, WI 54311 Ph. (920) 376-1220 or (920) 421-4444

DESCRIPTION OF APPROVED COMMERCIAL VENDOR SERVICES:

Lundquist is authorized to operate the *Norra Dorr*, a 63' long double-decker catamaran for boat tour purposes, each tour to have a maximum capacity of 125 persons (excluding staff), maximum of four (4) trips daily, plus private charters and when public fireworks are displayed, evening fireworks cruises. Trip volumes are limited per the *Recitals* in the signed Commercial Vendor Agreement.

BOAT: (attach sheet(s) if necessary):

Name/Description: Norra Dorr, 63' custom double-deck catamaran

Identification Number: 1277169

Boat Ownership (Include name(s), address(es), or other indication of ownership: Eric Lundquist is the sole owner

SISTER BAY MARINA COMMERCIAL VENDOR**INSURANCE REQUIREMENTS**

Unless otherwise specified in this Agreement, the Commercial Vendor "Vendor" shall maintain in effect at all times during the performance of the services as described in the Commercial Vendor Agreement, insurance coverage with limits not less than those set forth below with insurers and under forms of policies set forth below.

A. Worker's Compensation, Jones Act, and Employers Liability Insurance – Not Required

B. Boat Liability Insurance – Proof of insurance is required prior to May 1 of each year.

C. Automobile Liability Insurance - The Vendor shall provide evidence that their vehicles meet the minimum required automobile liability insurance for the State of Wisconsin. No automobile insurance liability coverage is required if the Vendor's vehicles and service trucks never drive on Marina or Waterfront Park property, which would include parking lots, sidewalks and docks. Proof of insurance required prior to May 1 of each year.

D. Commercial General Liability Insurance - The Vendor shall maintain limits no less than Two Million dollars (\$2,000,000) per occurrence for their premise and their operations at the Village Marina. The Village shall be named as an insured on the Lessee's Certificate of Liability Insurance.

The Vendor shall have and maintain insurance coverage as specified above which shall be in full force and effect during such time as their boat(s) are located in the Sister Bay Marina or they are operating out of the Concession Building.

The Vendor shall provide the Village with a certificate of insurance with the Village of Sister Bay named as an additional insured under such insurance contract.



SISTER BAY MARINA PROCEDURES AND USAGE RULES

In an effort to provide an inviting atmosphere for all boat owners docking at the Sister Bay Marina, the following rules and regulations are provided for your protection. Your cooperation is greatly appreciated.

DOCKAGE/SLIP FEES: Dockage fees are payable in full prior to occupancy in accordance with the payment schedule set forth by the Marina. The Marina reserves the right to haul and store at the Owner's expense any Vessel which occupies a slip prior to the full payment of dockage charges. The Village reserves the right to assign boat slips and dock ties. Vessels assigned a slip will appropriately fit the slip assigned inclusive of all attachments fore and aft. Vessels over or under may be considered non-compliant and may result in a slip move, additional fees, at the discretion of the marina manager.

ADEQUACY OF WATER LEVELS: The Owner acknowledges that the Marina makes no representations regarding the adequacy of water for ingress/egress. The Owner agrees not to hold the Marina responsible for any damage resulting from low water levels.

SPACE AVAILABILITY: The Marina reserves the right to temporarily or permanently move a Vessel to a comparable dockage space other than that space initially assigned to the Vessel without notice to the Owner for reasons of safety or security of the Marina property or the Vessel and surrounding vessels or for any other reason which the Marina, in its sole opinion, determines reasonable justification to move the Vessel.

TRANSIENT USE: The Owner agrees to notify the Marina if it intends to vacate the Slip overnight or for longer during the duration of their reservation. The Marina shall then have the right to place another vessel or vessels in the Slip for the period of time the Owner's Vessel is away without allowance of any kind to the Owner. Should the Vessel return early, the Marina will make every attempt to place the Owner's Vessel in a suitable place until the Slip becomes available. All lessees will be responsible for the safe and proper mooring of their boats. Boats breaking their moorings may be removed at the expense of the owner. Please check your line inventory, etc. before docking. The break wall and all floating and fixed piers are considered public walkways and should remain free of gear, chairs, tables, bicycles, inflatables and similar items for patron safety and access. Likewise, shore power cords and water hoses should not create a trip hazard. No attachments can be made to the break wall, floating and fixed piers without the approval of the marina manager.

SEVERE WEATHER: Because no marine facility can guarantee safety in severe weather conditions, the Owner agrees to hold the Marina harmless for any damage to the Vessel resulting from severe weather or Acts of God. Upon notice from the Marina, the Owner must remove the Vessel from the Marina in a timely manner or instruct the Marina to haul it at the Owner's expense if the Marina is able to do so. Should the Owner be unwilling or unable to remove the Vessel from the Marina, the Owner will be held responsible for all damage to and caused by the Vessel. Because the Marina has limited ability to safeguard its property and that of its customers under such conditions, the Owner agrees not to hold the Marina liable for any storm related damage to a Vessel on the Marina property.

1 SPEED LIMIT: The speed limit in the harbor, when approaching or leaving will be DEAD SLOW.

2
3 FUELING: For safety and pollution prevention reasons - Fueling is strictly prohibited! Owners, their
4 representatives and/or guests may not fill fuel tanks from portable containers at any time while on
5 Marina property.

6
7 CHILDREN: Young children shall be accompanied by an adult at all times and the Marina recommends that
8 all non-swimmers wear lifejackets near the water.

9
10 PETS: Pets must be kept on a short lead at all times. Owners must clean up after their pets. Any pets
11 found to be a nuisance to other Marina customers may be required to leave the property at the Marina
12 Manager's discretion.

13
14 QUIET ENJOYMENT: Owner shall not make or allow any disturbing noises in the Marina. No generators,
15 stereos, radios, televisions or parties are permitted outside the confines of interior cabin during quiet
16 hours between 10:00 PM to 7:00 AM. Unbecoming or disorderly conduct, including public intoxication,
17 abusive language, or physical threats or altercations directed at any other person will not be tolerated and
18 are cause for immediate expulsion from the Marina.

19
20 VEHICLE PARKING: Vehicles found to be improperly parked may be towed at the vehicle Owner's expense.
21 Vehicles parked longer than the limits noted on parking signs, including the temporary loading spaces on
22 Bay Shore Drive, must be parked in the Village lots and not in the dock parking area. Please observe this
23 rule at all times as improperly parked vehicles may be removed at the owner's expense or may be
24 ticketed.

25
26 GARBAGE & RECYLING: Garbage dumpsters are located on the west side of the Marina Office. Please do
27 not leave garbage on the docks or in the small cans on the Marina grounds. The dumpsters may only be
28 used for disposal of refuse generated at the Marina. Recycling is encouraged throughout the entire
29 Village. Recycling containers will be provided for you. We ask that you help to protect the environment by
30 recycling whenever possible.

31
32 OVERBOARD DISCHARGE/HAZARDOUS MATERIALS: The Vessel must be equipped with a sewage holding
33 tank for all toilets, which tank shall not allow toilet wastes to be discharged into the water of the Marina.
34 Marina shall be entitled to require that Owner insert a dye tablet in the Vessel's holding tank. Owner shall
35 not store, release or permit to be released, by action or inaction, any hazardous waste or environmentally
36 objectionable substances, including oil, gasoline or untreated sewage ("Hazardous Substances") into the
37 water or lands of the Marina. Owner hereby indemnifies, defends and saves Marina harmless from all
38 liabilities, claims, losses, expenses and obligations arising from the use, storage or placement of any
39 Hazardous Substances upon the Slip or the Marina (if brought, placed thereon, or released by Owner, its
40 agents, employees, contractors, or invitees), which obligations shall survive the expiration or termination
41 of this Agreement. Owner shall be responsible for immediately reporting and cleaning up any such
42 release. Owner shall immediately report any release to the appropriate government authorities and to
43 the Marina manager and shall keep Marina informed on a daily basis of Owner's actions with respect to
44 any clean up. If Marina is not satisfied, at Marina's sole discretion, with Owner's actions in reporting and
45 cleaning up a release, Marina may take any action it deems appropriate regarding the release, at Owner's
46 expense.

47

1 USE OF ELECTRICITY: Outlets are provided throughout the Marina for customer use. In some cases, use of
2 electricity will be subject to charge by the Marina. Burned out or otherwise damaged receptacles will be
3 repaired by the Marina staff and charged to the Owner. Voltage regulation and surge protection shall be
4 the sole responsibility of the Owner. All shore power, adapters and electrical plugs must be equipped with
5 acceptable ground weather proofing in accordance with Article 555 of the National Code. In 220 volt, 50
6 amp systems, the neutral leg does not constitute a ground leg.

7
8 END OF SEASON: Transient slips must be vacated by October 16th, unless otherwise prearranged. All
9 boats must be removed from the Marina by October 24th, or they may be forcibly removed at the
10 owner's expense. (Enforcement of this rule allows for timely and orderly winterization of the Marina.)
11 Your boat must be removed from the Marina by October 24th, or you will be charged the out of season
12 dockage fee of \$2.00 per foot of boat per day.

13
14 OTHER GENERAL RULES: The Owner agrees to be bound by the following additional rules while occupying
15 the Slip at the Marina. Swimming is not allowed from the Marina docks. There shall be no fish or dinghy
16 cleaning on the docks of the Marina. Open flames are only allowed in designated grilling areas. Absolutely
17 no open flames are allowed water-ward of the shoreline. No carpeting or other accessories may be
18 attached to the docks of the Marina in any way without the prior approval of Marina management. The
19 number of people staying overnight on a Vessel at the Marina shall be no greater than the number of
20 permanent berths on the Vessel. BOTTOM CLEANING: In compliance with State environmental
21 regulations, in-water bottom cleaning is not permitted at the Marina. DINGHIES: Tenders are not to be
22 tied up alongside Vessels while in the Slip. Dinghies left in unoccupied slips for which the Owner does not
23 hold a rental contract will be hauled at the Owner's expense and liability.

24
25 RECREATION AREAS: All people using the recreation areas must comply with posted rules at all times.
26 Skateboarding and/or rollerblading will not be allowed on the docks or Marina grounds.

27
28 CONDUCT: All persons using the Sister Bay Marina must conduct themselves with discretion and be
29 considerate of their neighbors. NO EXCESSIVE DISTURBANCES OF ANY SORT WILL BE ALLOWED BETWEEN
30 10:00 P.M. AND 7:00 A.M. Any individual(s) behaving in a disruptive fashion at the Marina, or who is/are
31 abusive to Marina employees, other boaters or citizens will initially be warned by the Marina Manager or
32 staff that such activity is not permissible. If he/she/they fail to heed the warning, or if he/she/they have
33 exhibited similar behavior in the past, the Manager does have the authority to permanently ban the
34 individual(s) from the Marina. Any fees or lease amount paid to the Marina shall be forfeited at that time.
35 All visitors, lessees and users of the Marina, Marina Park, other Village parks and property are required to
36 comply with Chapter 38 of the Village code. Chapter 38 includes regulations related to: boating, park
37 rules, dogs, alcoholic beverages, vehicles, littering, curfew, launching fees, fires, hunting and trapping. The
38 complete regulations are available online at www.sisterbaymarina.com.



VILLAGE OF SISTER BAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026

21

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	159,203.30	307,795.17	467,851.00	(160,055.83)	65.79
690-46372-000-000 DAILY DOCKING/TRANSIENT FEES	16,112.33	138,612.87	278,500.00	(139,887.13)	49.77
690-46373-000-000 LAUNCH FEES	.00	.00	16,500.00	(16,500.00)	.00
690-46375-000-000 PUMP OUT SERVICES	.00	165.09	2,350.00	(2,184.91)	7.03
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
	175,315.63	446,573.13	917,445.00	(470,871.87)	48.68
690-48110-000-000 INTEREST ON INVESTMENTS	.00	4,221.23	50,000.00	(45,778.77)	8.44
690-48995-000-000 MISC OTHER REVENUE	100.00	113.39	300.00	(186.61)	37.80
	100.00	4,334.62	50,300.00	(45,965.38)	8.62
690-49240-000-000 TRANSFERS FROM CIP FUND	.00	.00	1,000,000.00	(1,000,000.00)	.00
	.00	.00	1,000,000.00	(1,000,000.00)	.00
TOTAL FUND REVENUE	175,415.63	450,907.75	1,970,548.00	(1,519,640.25)	22.88

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026

MARINA

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
690-53540-111-000	FULL-TIME WAGES	9,793.80	23,287.12	128,785.84	105,498.72	18.08
690-53540-111-051	FULL-TIME WAGES FACILITIES	215.12	450.95	9,767.00	9,316.05	4.62
690-53540-111-920	FULL-TIME WAGES ADMIN	1,331.08	2,821.51	16,234.00	13,412.49	17.38
690-53540-114-000	UNWORKED WAGES	.00	1,197.38	1,469.04	271.66	81.51
690-53540-121-000	PART-TIME WAGES	.00	.00	72,130.00	72,130.00	.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	816.41	1,998.39	11,099.00	9,100.61	18.01
690-53540-132-000	SOCIAL SECURITY	887.28	2,173.31	18,571.00	16,397.69	11.70
690-53540-133-000	INSURANCE, MEDICAL	1,346.02	3,327.14	22,837.00	19,509.86	14.57
690-53540-134-000	INSURANCE, DENTAL	57.48	141.45	1,094.00	952.55	12.93
690-53540-135-000	INSURANCE, GROUP LIFE	1.40	3.01	59.00	55.99	5.10
690-53540-136-000	INSURANCE, DISABILITY	49.86	121.79	625.00	503.21	19.49
690-53540-137-000	HSA BENEFITS EXPENSE	414.32	1,030.59	6,064.00	5,033.41	17.00
690-53540-138-000	EAP BENEFITS EXPENSE	11.48	22.96	166.00	143.04	13.83
690-53540-140-000	VISION BENEFITS	5.68	13.97	121.00	107.03	11.55
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	256.65	256.65	400.00	143.35	64.16
690-53540-145-000	EXPENSE ALLOWANCE	.00	.00	200.00	200.00	.00
PERSONNEL		15,186.58	36,846.22	306,071.88	269,225.66	12.04
690-53540-201-000	ELECTRIC/GAS	2,530.75	2,530.75	24,000.00	21,469.25	10.54
690-53540-202-000	WATER/SEWER/STORM	.00	.00	10,000.00	10,000.00	.00
690-53540-203-000	TELEPHONE	1.50	1.50	1,260.00	1,258.50	.12
690-53540-204-000	CELL PHONE	71.70	143.31	275.00	131.69	52.11
690-53540-205-000	INTERNET	330.00	635.15	4,500.00	3,864.85	14.11
690-53540-206-000	TELEVISION	.00	.00	850.00	850.00	.00
690-53540-207-000	RECYCLING	.00	.00	1,000.00	1,000.00	.00
690-53540-208-000	GARBAGE	.00	.00	5,000.00	5,000.00	.00
690-53540-209-000	LEGAL	.00	.00	500.00	500.00	.00
690-53540-210-000	AUDITING & CONSULTING	.00	.00	10,000.00	10,000.00	.00
690-53540-211-000	WEED CONTROL	205.00	205.00	4,500.00	4,295.00	4.56
690-53540-212-000	ENGINEERING	13,400.00	13,400.00	.00 (	13,400.00)	.00
690-53540-214-000	HOLDING TANK EXPENSE	.00	.00	200.00	200.00	.00
CONTRACTUAL SERVICES		16,538.95	16,915.71	62,085.00	45,169.29	27.25

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026

23

MARINA

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF 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	434.00	3,022.59	13,200.00	10,177.41	22.90
690-53540-311-000 WEBSITE	.00	.00	1,000.00	1,000.00	.00
690-53540-312-000 IT SUPPORT	980.00	980.00	4,000.00	3,020.00	24.50
690-53540-321-000 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00
690-53540-322-000 POSTAGE	5.92	34.78	300.00	265.22	11.59
690-53540-324-000 PRINTING/COPYING	.00	.24	2,750.00	2,749.76	.01
690-53540-325-000 ADVERTISING & PUBLIC NOTICES	.00	.00	2,000.00	2,000.00	.00
690-53540-331-000 MEMBERSHIP DUES	.00	.00	850.00	850.00	.00
690-53540-332-000 EDUCATION/TRAINING	2,377.27	3,532.86	7,500.00	3,967.14	47.10
690-53540-351-000 MEDICAL/SAFETY SUPPLIES	.00	.00	1,500.00	1,500.00	.00
690-53540-352-000 MINOR EQUIPMENT AND TOOLS	.00	.00	10,000.00	10,000.00	.00
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	1,276,500.00	1,276,500.00	.00
690-53540-368-000 DOCK MAINTENANCE	23,524.96	118,554.93	375,000.00	256,445.07	31.61
690-53540-369-000 EQUIPMENT MAINTENANCE	.00	.00	11,950.00	11,950.00	.00
690-53540-392-000 MISCELLANEOUS	.00	.00	100.00	100.00	.00
SUPPLIES AND EXPENSE	27,322.15	126,125.40	1,721,250.00	1,595,124.60	7.33
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	.00	21,469.63	24,000.00	2,530.37	89.46
690-53540-512-000 INSURANCE, WORK COMP	.00	1,488.95	9,000.00	7,511.05	16.54
690-53540-550-000 BANK SERVICE CHARGES	.00	223.65	19,000.00	18,776.35	1.18
690-53540-551-000 OTHER FEES AND CHARGES	.00	.00	500.00	500.00	.00
690-53540-599-000 LICENSE AND PERMIT FEES	.00	.00	500.00	500.00	.00
FIXED CHARGES	.00	23,182.23	53,000.00	29,817.77	43.74
690-53540-602-000 INTEREST	.00	.00	30,996.34	30,996.34	.00
DEBT SERVICE	.00	.00	30,996.34	30,996.34	.00
690-53540-899-000 DEPRECIATION	.00	.00	111,000.00	111,000.00	.00
CAPITAL OUTLAY	.00	.00	111,000.00	111,000.00	.00
TOTAL DEPARTMENT 540	59,047.68	203,069.56	2,293,403.22	2,090,333.66	8.85
DEPARTMENT 541					

VILLAGE OF SISTER BAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026

24

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	50,000.00	50,000.00	.00
	PERSONNEL	.00	.00	50,000.00	50,000.00	.00
		.00	.00	50,000.00	50,000.00	.00
	TOTAL FUND EXPENDITURES	59,047.68	203,069.56	2,398,713.22	2,195,643.66	8.47
	NET REVENUES OVER EXPENDITURES	116,367.95	247,838.19	(428,165.22)	(3,715,283.91)	57.88



AGENDA Advanced Marina Management

February 22 - 27, 2026

Charleston Harbor Resort & Marina

20 Patriots Point Road • Mount Pleasant, SC 29464 • 1-843-856-0028

Sunday, February 22

6:00 PM

Welcome Reception and Student Introductions

Monday, February 23

7:00 AM

Breakfast in hotel restaurant on your own

8:00 AM

Daily Introduction & Housekeeping, Mark Amaral, AMI Training Coordinator

8:15 AM

Marketing Your Marina, Mark Amaral, AMI Training Coordinator

10:00 AM

Marina Law & Liability, Dennis Nixon, University of Rhode Island

12:00 PM

Lunch

1:00 PM

Marina Law (*continued*) & Contract Review, Dennis Nixon, University of Rhode Island

5:00 PM

Adjourn, Dinner on your own

Tuesday, February 24

7:00 AM

Breakfast in hotel restaurant on your own

8:00 AM

Daily Introduction & Housekeeping, Mark Amaral, AMI Training Coordinator

8:15 AM

Financial Management for Marinas, Jim Frye, Suntex Marinas

10:30 AM

Marinas Best Profit Case Studies, Student Presentations, AMI Training Coordinator

12:00 PM

Lunch

1:00 PM

Marinas Best Profit Case Studies (*continued*), Student Presentations, AMI Training Coordinator

5:00 PM

Adjourn, Dinner on your own

Wednesday, February 25

7:00 AM

Breakfast in hotel restaurant on your own

8:00 AM

Daily Introduction & Housekeeping, Mark Amaral, AMI Training Coordinator

8:15 AM

Critically Evaluating Marinas to Add Value, Jim Frye, Suntex Marinas

11:00 AM

Presentation of Marina Development Case Study, Mark Amaral, AMI Training Coordinator

12:00 PM

Depart for Case Study Field Trip

5:00 pm

Return to hotel / Dinner on your own

Thursday, February 26

7:00 AM

Breakfast in hotel restaurant on your own

8:00 AM

Daily Introduction & Housekeeping, Mark Amaral, AMI Training Coordinator

8:15 AM

Student Groups Work on Marina Development Case Study

12:00 PM

Lunch

1:00 PM

Student Groups Work on Marina Development Case Study (*continued*)

3:00 PM

Case Study Presentations, Mark Amaral, IMI Training Coordinator and Case Study panel

5:00 PM

Group Review & Discussion of Case Study, Mark Amaral, AMI Training Coordinator

6:00 PM

AMI Sponsored Group Dinner

Friday, February 27

8:00 AM

Breakfast in hotel restaurant on your own

8:15 AM

Course Evaluation Using S.W.O.T. Analysis & Online Survey, Mark Amaral, AMI Training Coordinator

10:00 AM

Student Roundtable - What Did We Miss?

12:00 PM

Conclusion of Course