

May 12, 2018 - Manager's Report

The contract for AT&T has been signed (5/2/18) and between processing the application and having work completed, it will be about 6 weeks before we have internet; A total of 36 staff either new or rehire will be on board this season; staff housing – 4 tenants lined up for site G6; handbook update; playground; road bids; welcome packets and wristbands given out last weekend; new Park Model updates; vacation policy.

Financials:

2018 YTD income dues: \$506,435	2017 Fiscal income dues: \$992,341
2018 YTD reservations: \$129,363	2017 Fiscal reservations: \$466,469
2018 YTD Total expense: \$205,832	2017 Fiscal expense: \$1,039,978
Operating Acct. Balance YTD 2018 \$504,096	2017 Operating Acct YTD: \$269,529

Grounds & Maintenance:

The following tasks have been completed since April 21:

Installed TV's and wall mounts in new park models; Made shelf for office; put up volley ball nets; put up tennis nets; installed pumps; helped Bauer with pumping water; moved file cabinets from Central to storage; put out adult lawn chairs; moved new chairs to activity pool; took down broken tree branches; checked mains; installed gate's off of road; fixed tire on golf cart; installed yellow lights on trucks; installed tanks on new park models; cleaned up camp sites and fire pits; put up signs for pond area; installed new swings; graveled north bath house walk way; fixed post at pond; turned water on and fixed leaks; picked up turtle; started painting North bath house; put garbage cans out; installed new pump at Top Shop; painted picnic tables. Hired and trained two new full-time staff members.

Professional Services:

- ~**Accounting** is still being conducted by Asher & Wood LLC
- ~Coverra insurance is our **insurance provider**
- ~Advanced Disposal is our **waste management** company. They gave us a reduced price and new containers this spring which has helped in keeping the birds away.
- ~Septic Maintenance is our **septic hauling company**. They are not just a hauling company. They also provided invaluable maintenance assistance with the lift station at the activity pool as well as repairs to our pump truck)
- ~Carrico Aquatics is still our **pool service/chemicals** provider.
- ~ Camera Corner is our **IT Company**.
- ~ We are **members** of the Egg Harbor Business Association.
- ~We are **members** of WACO (Wisconsin Association of Campground Owners).
- ~We are **members** of the local Rotary chapter.
- ~We are **members** of ARVC (National Association of RV Parks and Campgrounds).
- ~We are still utilizing Harv's Electric for our **electrician** needs.
- ~We are insured through Coverra for workers **compensation**.
- ~We are still utilizing Pinkert Law Firm for our **legal advice**.
- ~We are currently not outsourcing our **collections** efforts.
- ~We are currently not outsourcing condominium **property management**.
- ~We are still using Holiday Wholesale as a primary source for our **store inventory**.
- ~We are using Green Bay 7-UP
- ~We are still **banking** with Associated Bank.
- ~ **Rental golf carts:** Harbour village is in a rental agreement with Jims Golf Carts. 12 Electric carts are ordered for next year, the charges are mounted to the cart and the renters will be responsible for charging the carts at night.
- ~Door County Co-op is our **propane supplier**.
- ~We are using DIRECTV for **satellite TV** for our rental units. Service HAS been suspended till May1st and will automatically be turned back on at that time.
- ~AT&T is our **telephone provider**.
- ~US Cellular is our **cell phone** provider.
- ~**Camping clubs** we are affiliated with: Coast to Coast Reservation System is now Reserve America as of December 1st.

Long term Contracts:

Kids Directory Term 2015-2021 (Advertising) (Pending)