

# CITY OF BAYFIELD HARBOR COMMISSION NOTICE OF PUBLIC MEETING

## March 3, 2025, 3:30 p.m. – Bayfield City Hall

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## AGENDA

Call to Order- Roll Call

Review/Approve Agenda

Review/Accept meeting minutes of February 3, 2025

- Harbor Commission
- Joint Meeting Harbor Commission and Parks & Rec Committee

Public Input on Agenda Items

### City Dock

1. Finger Pier Project – Status Update
  - AMI Grant Assistance status, decision to continue
  - Rental Status
  - Public input meeting plan
2. Public Works Director Report: Written Report

### Marina

1. Ordinances that apply to marina and other City property under Harbor Commission
  - Review Ordinances draft
  - Discuss enforcement plan
2. Harbormaster Report: Issues/Concerns/Updates
3. Public Works Director Report

### L.E. Building-Slip/Fishing Pier/Boat Ramp

1. Public Works Director Report

### Other Business/Concerns

1. Harbormaster Performance Review process
  - Draft from City review process
2. Playground Committee update
  - Joint meeting update and future plan
3. Schedule Next Meeting(s): Discuss Date/Times
  - Proposed: April 7, 2025, 3:30 pm
  - May 5, 2025, 3:30 pm

Adjourn

**City of Bayfield Harbor Commission  
Meeting Minutes of February 4<sup>th</sup>  
Bayfield City Hall**

**Call to Order:** Cornelius called the meeting to order at 3:31

**Present:** G Wilcox, C Jensen, L Cornelius, G Ringberg (Online) and Mayor Dougherty.

**Council Present:** Diane Fizell

**Staff:** Harbormaster Hays, Administrative Assistant Hall

**Online:** Craig Skaaden

**Review/Approve Agenda:** Jensen / Wilcox made and seconded a motion to approve agenda as circulated. Motion carried.

**Review/Approve meeting minutes of January 6<sup>th</sup>:** Jensen /Wilcox made and seconded a motion to approve minutes pending correction. Motion carried.

**Public Input:**

Letter from Brontë Gross of All Hands Sailing

- Supportive of efforts to improve conditions on City Dock.
- Businesses have ideas regarding signage and locations.
- Requesting a listening session for City Dock businesses and Harbor Commission

**Agenda Items**

**City Dock**

1. **Finger Pier Project Update** – Retaining letter with AMI for grant assistance has been signed. Concerns over availability of federal grant money in general and whether it makes sense to pay for grant assistance at this time. Cornelius to follow up with Chair Schrider and AMI about whether funding sources will exist and whether it is prudent to pursue grant opportunities.

If grant funding not available, would want to discuss a long term commitment from Apostle Island Cruises before building three 65ft finger piers.

Discussion over the usability of the finger piers for this coming summer. Would need an engineering firm to make that definitive determination.

Discussion of City Dock listening session to be added to the March agenda. Ideal to schedule a session before the start of the busy season.

## 2. **Public Works Director Report** – No Comment

### **Marina**

1. **Ordinances that apply to marina and other City property under Harbor Commission** – Hays shared a document prepared by Billie Hoopman that includes more marina specific ordinances. Requires some editing including the marina name change. Document doesn't tie back to any fee or fine schedules. Hays will discuss with Novak, but it will need to come before Harbor Commission. Ordinances in the packet, provided by Chief Novak, deal mostly with occurrences on land, docks and within the harbor wall including anchoring. Will fall under Harbormaster with support of the Police Chief. Need to work out the logistics of moving and impounding a boat if so called for. Liens can be placed on boats in a marina; is the same true for anchored boats? Must verify for legal backing.

Discussion on whether to combine the two documents or duplicate information in both. Hays recommends keeping separate, but referencing the city ordinances in the marina document to avoid creating loopholes.

Harbor Commission to review documents and provide feedback, questions and concerns for the next Harbor Commission meeting.

2. **Harbormaster Report**—Customer portal and transient booking up on the website. CIP of \$40,000 to purchase a truck and trailer. Truck to be purchased from City Works for \$30,000. New 25ft trailer with ramp and full deck over to be purchased for \$9,989 including title and license fees and warranty. Will work for City Works too. CIP of \$10,000 for a shed. Looking at an option for \$9,500. Would want to repaint, so marina building, pumphouse and shed all match. Still working on preparing on organizational procedures.

Some discrepancies in the passenger vessel fee on the city website. The letter to business owners in 2023 states the passenger fee applies to passenger vessels leasing space on city dock. This needs to be updated to include other applicable areas in the city like the marina and LE Dock. This went into effect this past summer when the Passenger Vessel Rule was changed. Additionally, in its current state, the rule only applies to vessels leasing space. Previous discussion was had about including vessels that pick-up passengers from city property. Hays recommends removing the requirement on leasing property. Self-reported, so tough to implement, but ability to catch those violating the rule. Hays to clean up verbiage and send to Samaya, so it can go on a resolution at City Council.

3. **Public Works Director Report** – No comment

#### **L.E. Building-Slip/Fishing Pier/Boat Ramp**

1. **Public Works Director Report** – No comment

#### **Other Business/Concerns**

1. **Harbormaster Performance Review process**—City developing a process for all employees. Hays to be reviewed by Harbor Commission but want continuity with the City process. Tabled.
2. **Playground Committee update** – Joint meeting on February 3<sup>rd</sup> at 4:30.

#### **Schedule Next Meetings**

- March 3<sup>rd</sup> 3:30
- April 7<sup>th</sup> 3:30

**Motion to adjourn:** Cornelius/Wilcox made and seconded a motion to adjourn at 4:08. Carried.

# Joint Meeting of Parks & Rec and Harbor Commission February 3, 2025

Bayfield City Hall, 125 South First Street, Bayfield, WI 54814 \* 715-779-5712

**Call to Order:** Acting Chair Carrier called the meeting to order at 4:33 pm

**Roll Call:**

**Harbor Commission Members:** L. Cornelius, K. Jensen, G. Ringberg (online), G. Wilcox, M. Schrider (absent)

**Parks and Rec Committee Members:** L. Rovi, F. Clark, M. Carrier, V. Tumas, P. Havlik (joined online at 4:47 pm)

**Council:** Mayor Dougherty, D. Fizell, B. Bland (**NOTE:** quorum of Common Council members)

**Staff:** Clerk Ray, PWD Weber, Harbormaster Hayes, M. Hall

**Others (in person):** K. Vadnais, G. Hogan, M. Dougherty, L. DelMain

**Others (online):** G. Grinde (HKGi), H. Schmitz (HKGi), C. Skaaden, Ron Trosvig (5:17 pm), Tom, Bob

**Motion to Approve Agenda:** Clark/Tumas

**Public Input on Agenda:** Mayor Dougherty – amend agenda item #1 establish desired outcomes (see below)

**Motion to Approve Agenda with Amendments:** ayes carried

**Mayor Dougherty:** Letter from Anich, Wickman, & Lindsey dated January 9, 2023, specifically talks about the decision-making process. Recognized and welcomed Hannah and Gabrielle from HKGi online and appreciated they joined us tonight.

## AGENDA

### 1. Desired Outcomes Facilitated by K. Jensen :

- a. Clarity regarding responsibilities and end goals for both Parks & Rec and Harbor so decisions can be made, civil outcome, clarity on process moving forward, clarity on geographic scope moving forward, improved communication and collaboration between both departments, make a conclusion to give to the contractor (HKGi)
- b. Ground rules: 90 sec speaking limit, summarize, aim for hour-long meeting with hard stop at 6 pm
- c. Request to share name and role when speaking

### 2. East Dock Park Project Background/Timeline

- a. **Historical Planning & Vision:** 50+ years of history; context of past vs present and rerouting of highways and streets that weren't travelled on need to be considered; marina was contracted out in the past and stifled development; green space between Marina office and travel lift is green space that could be better suited for fencing; one of the old documents suggested vacating 1<sup>st</sup> street and be part of the boat and storage area.

- b. **RFP and HKGi Proposal:** feedback from community and potential fund raisers wanted to look at the park as a whole and not just a playground; scope of project is why RFP was created and HKGi was brought in to help design the space; three phase proposal: (1) playground (2) interior park (3) adjacent areas to the park including LE building and some surrounding structures;. Harbor open to reconfiguration, without loss of physical property, with a focus on safety. Concerns that Harbor hasn't been heard during meetings.
  
- 3. **Decision Making Process** – *not addressed formally or in order*; discussion ensued including: compliance with current ordinances (ie, spot zoning, rooming houses); not enough parking spaces for current boat owners; subcommittee meetings haven't been posted; lakeshore is premium property; lesson learned from playground subcommittee re: survey, their intention was to have been more clear on fundraising efforts; intrigue with convertible space; after much discussion; eventually recognized the following as correspondence.
  - a. **Letter from Bill Bland**
  - b. **Letter from Harbor Commission** – received by Carrier as a cease and desist letter, don't do any planning outside of park boundary and safety is paramount; let's work together to brainstorm; Harbor felt the letter conveyed willingness to reconfigure but not lose land; couldn't afford to give up parking spaces for boats and lose income has been the concern; there has always been a dual purpose (Marina and Park), the disconnect of not being heard is running a business, generating revenue for the residents, and offer a park;
  - c. **Letter from Playground Subcommittee**
  - d. **Email from Mayor Dougherty to HKGi**
  - e. **Balancing Competing Interests** – survey didn't address concerns and safety issues of Harbor, changed from swing sets to skating rink, sledding hills, saunas, and cold plunge; where is the money coming from to cover cost of maintenance/upkeep as well as impact on Public Works for additional responsibilities; possibly consider more seating, an open pavilion, equipment for seniors; all future statements regarding changes to be vetted by all parties; streets and sidewalks need to be replaced.
  
- 4. **Next Steps** – *not addressed formally or in order*
  - a. **Clarify geographic scope of planning efforts** – difficult topic, emotional responses, not specifically decided
  - b. **Clarify what group will lead project?** The project team members will go unchanged: Kylie, Grace, Matt, Pete, Nick, Kathryn, Joel, Bill, HKGi; all meetings will posted with an agenda held at City Hall meeting prior to Parks & Rec meeting
    - i. Point of Contact for HKGi – not explicitly stated
  - c. **Outline review process for draft and final plans** – HKGi usually starts with 2 concepts for feedback and then streamlines concept; did not create issues/opportunities map because needed to get Vibrant Spaces grant submitted in time; HKGi will identify and provide issues/opportunities as a next step
  - d. **Discussion/dialogue/questions on park planning**
    - i. **Motion** to maintain current project team with publicly posted meeting and report back to Parks & Rec, with Fred Clark as HC liaison. (Clark/Tumas – carried)
  - e. **Is additional information needed?** Future planning project meetings will be properly posted ahead of time and recorded; consolidate project team meeting with P&R monthly meeting

**Adjourned at 6:23pm.**

# CITY OF BAYFIELD MARINE REGULATIONS

## ARTICLE I. - IN GENERAL

Obstructing the City of Bayfield Lake Superior Harbor Areas

- (a) No person shall obstruct the Lake Superior Harbor Areas as defined herein.
- (b) A person who violates this section is responsible for a municipal civil infraction.

## ARTICLE II. - HARBOR AREA, BOAT LAUNCHING RAMP AND WATER SAFETY

### Definitions.

- Bayfield City Harbor means the Lakeshore shoreline that runs long the municipal north to south eastward boundary of the City of Bayfield.
- Bayfield City Dock is the municipal owned dock located east of Rittenhouse Avenue.
- Apostle Islands Marina is the City owned, but leased marina located eastward of First Street between Manypenny Avenue and Bay Road.
- Ernie LaPointe Boat Launch is the two-ramp launch located at the south end of Third Street.
- Broad Street Beach is the designated swimming beach located at the south end of Broad Street.
- City marine regulations means the policies, operating procedures, rules and regulations, from time to time, established by the city commission to regulate the use of the municipal piers, docks, launch ramps, and related areas and facilities of the city.
- Launch ramp means a sloping surface that allows a vessel to enter and/or exit a lake.
- Marine facility means any building or property owned or operated by the city for the purposes of activities associated with the harbor, marina, boat launch and/or use of the waters; such as, but not limited to, operating any type of vessel, fishing, or swimming.
- Municipal dock means the space between two adjacent piers and the space alongside any single pier.
- Municipal pier means a pier, dock or wharf built, owned, and/or operated by the city.
- Person means an individual, a firm, a partnership or co-partnership, a corporation (public or private), an organization, a trust, a limited liability company, an association (incorporated or unincorporated) or any other entity recognizable as a person under the laws of the state, including the master, owner, pilot or other person in charge or in control of a vessel.
- Swimming area means any area designated as a public beach or swimming area.
- Vessel means any watercraft, including sailing vessels and watercraft propelled by any kind of motor power, personal watercraft, row boats, canoes, kayaks, scows, pile drivers and dredges.

The singular includes the plural and vice versa.

### **Violations.**

- (a) Persons who violate any of the provisions of this article are responsible for a municipal civil infraction in accordance with Ordinance 1-3 Violations and Penalties.
- (b) In addition, if any such vehicle, trailer, or boat is parked in violation of Chapter 370, penalties shall apply; Section 370-35 and 370-36.
- (c) In any proceeding for a violation of this article, proof that the particular vehicle, trailer, or boat described in the complaint was parked in violation of this article, together with proof that the respondent named in the complaint was, at the time of such parking, the registered owner of such vehicle, trailer or boat, shall constitute in evidence a presumption that the registered owner thereof was the person who parked or placed such vehicle, trailer, or boat at the point where, and for the time during which, such violation occurred.

### **Powers and duties of the harbormaster or other City Staff.**

- (a) The harbormaster or other City Staff or his/her designee, under the direction of the City's Harbor Commission or his/her designee, shall have full supervision and control over the movements and anchorage of all vessels, within the corporate limits and jurisdiction of the city, subject to the laws of the United States in relation thereto.
- (b) The harbormaster or other City Staff shall have the power, whenever the needs of navigation and the rights and safety of persons and property require, to order the moving or change of anchorage or docking of any vessel within said waters; and any person or persons who shall refuse, fail or neglect to comply with such order shall be deemed guilty of a municipal civil infraction and be punishable under the provisions of Ordinance 1-3.
- (c) The harbormaster or other City Staff shall have supervision and control of all municipal docks and piers, marine facilities, and launch ramps subject to the provisions of this article and the city marine regulations adopted by the city commission. The Marina Operator will supervise and control the Apostle Islands Marina areas.
- (d) The harbormaster or other City Staff shall have power to and it shall be his duty to seize and remove any vessel moored at and/or anchored in any municipal pier, wharf, dock, or area contrary to the city marine regulations or contrary to any order of the harbormaster or other City Staff or other authorized officials of the city. The harbormaster or other City Staff shall cause said vessel to be placed in storage under his control, and the vessel shall not be released until the expense and charges for moving, docking and/or storage are paid, to the harbormaster or other City Staff by the owner or persons lawfully in charge of said vessel.
- (e) It shall be his duty to make prompt complaint to the local authorities for any violation of the provisions of this article and aid in the prosecution thereof.

### **City police.**

It shall be the duty of all police officers of the city to aid and assist the harbormaster or other City Staff in the enforcement of the provisions of this article; and such police officers shall, during the absence or inability of the harbormaster or other City Staff, or when so instructed by the city manager, enforce the provisions of this article with like powers and authority as are therein conferred upon the harbormaster or other City Staff.



## **Rules and regulations.**

The city commission may, by resolution, adopt suitable rules and regulations for the control, management and operation of all municipal docks and piers, and launch ramps, including the fixing of rates and charges for the use of the marine facilities thereof, the purposes for which the marine facilities may be used, and the duration of such use, and the kind and location of all signs, posters or notices to be placed regulating use, not inconsistent with the provisions of this article and the laws of the State of Wisconsin and of the United States. Copies of the then current rules and regulations governing the Bayfield City Harbor, launch ramps, and related facilities with current fees shall be kept in the office of the City Clerk.

**Vessel speed limits.** It shall be unlawful for any person to navigate or operate, or cause to be navigated or operated, in the city harbor any vessel at a speed greater than a slow/no wake speed, nor at a greater rate of speed than is safe and reasonable under the then existing conditions and circumstances.

**Littering.** It shall be unlawful for any person to deposit or discharge, or cause to be deposited or discharged in the waters of the city harbor, or in any waters within the corporate limits of the city, any rubbish, garbage, refuse, offal, sewage, oil or any other foreign material or substance, or to place, deposit or leave, or cause to be placed deposited or left, any such foreign material or substance upon any municipal dock or pier, launch ramp, marine facility, or swimming area in the city limits, except in a receptacle provided by the city or its harbormaster or other City Staff for that purpose.

## **Driving on the Bayfield City Dock is prohibited from May to October**

No driving is allowed on the Bayfield City Dock during this time with the following exceptions:

- A. AICS vehicles to drive on the City Dock during the following situations:
  1. Delivering tables, supplies, catering for Charter Trips
  2. Oil for Oil Changes
  3. Vehicles for repairs on vessels at the City Dock.
  4. Providing parts and supplies for engine or vessel repairs.  
Moving Ramps and stairs on and off the dock.
- B. Additionally, anyone else wanting similar approval must come and seek permission from the Harbor Commission first

**Docking or mooring vessels engaged in commercial business.** It shall be unlawful for any person to use or occupy any municipal dock or pier or swimming area for docking or mooring any vessel engaged in commercial business or other business for gain or profit, or for the storage of any such vessel or cargo or other material other than as may be permitted by city marine regulations; except those docks, piers or wharfs which are specially designated for such use and purposes, provided that a lease is first obtained from the officials of the city, the city marine regulations and the orders of the harbormaster or other City Staff or other authorized city officials are complied with.

**Anchoring or storing vessels.** It shall be unlawful for any person to use any municipal dock, City owned lakebed area, harbor, pier, swimming area or wharf for mooring, docking, anchoring or storing any vessel for a longer period of time than is permitted, or in any other manner contrary to the city marine regulations, adopted and published by the city commission of said city pursuant to the provisions of this article, or to moor, dock or store any vessel without a license or permit, issued under the provisions of this article or said city marine regulations.

**Disturbing official signs, posters, or notices.** It shall be unlawful for any person to destroy, mutilate, molest, remove, change the location of, or in any manner interfere with any official sign, poster or other notice of regulatory device placed upon or adjacent to any municipal dock, wharf, pier, swimming area, launch ramp, or marine facility.

**Landing or docking vessels near swimming areas.** It shall be unlawful for any person to land or dock any vessel at any swimming area or to anchor any vessel within 100 feet of such area.

**Speeding near swimming areas.** It shall be unlawful for any person to navigate or operate any vessel in the harbor area or near any swimming area in such a manner or at a rate of speed so as to endanger the lives or safety of persons using such swimming area, or in such a manner as to interfere with the free and proper use of the swimming area and waters.

**Swimming, bathing, and diving.** Swimming, bathing, and diving shall be prohibited in the city harbor and at city launch ramps.

**Fishing prohibited.** Fishing shall be prohibited from all docks, piers, and finger piers within the city harbor. Fishing shall be permitted from the Fishing Pier located on the southeast corner of the East Dock Park.

**Specific berth assignment to be followed:** No person shall moor a vessel in the berth other than that assigned to the vessel.

**Observance of signs.** Every person shall observe, heed and obey all signs, posters and notices placed by lawful authority upon or adjacent to any municipal pier, swimming area, marine facility, launch ramp, or revetment for the regulation and control of navigation and for the regulation and control of said facilities.

### **Bayfield City Dock – Summer Seasonal Transient Dockage**

The north side of the City Dock is available exclusively for transient dockage.

1. Guests can use this space from 9 a.m. to 6 p.m., for free, for no longer than a three-hour period.
2. Dockage fees apply between 6 p.m. and 9 a.m. based on size of boat. Rates set annually by the Harbor Commission.
3. It is unlawful for transient vessels to moor in leased spaces. If this occurs, the City reserves the right to move or change of anchorage or docking of any vessel within said waters that are illegally moored. Additionally, the person shall be deemed guilty of a municipal civil infraction and be punishable under the provisions of Ordinance 1-3.

### **Bayfield City Dock – Summer Seasonal Dockage Leases:**

The City of Bayfield Harbor Commission or their designee has the authority to lease seasonal summer space for the period from May 1 to November 15. Leases will be subject to the following terms/conditions/rules/regulations.

1. **ASSIGNMENT:** City of Bayfield Harbor Commission reserves the right to assign and if necessary, reassign any slip at their sole discretion. If any vessel increases in length from season to season, the slip is not guaranteed for the following season. Length Overall

includes any bow and/or stern extensions. Boats will be measured. This lease is only valid for one year. It is no guarantee of having a slip the following year.

2. *LOSS TO BOAT OR CONTENTS:* Tenant acknowledges that any loss or damage to the boat or contents is and shall remain the sole responsibility of the Tenant, including but not limited to vandalism, malicious mischief, fire, or theft. Accordingly, Tenant shall provide his/her/their own insurance for such losses and hereby releases any and all claims against the City of Bayfield with respect to loss or damage to such boat or contents even if caused by the exclusive negligence of the City. The City of Bayfield, Wisconsin, its agents and employees, shall not be liable for the care or protection of the boat including her gear, equipment, and contents or for any loss or damage of whatever kind or matter to the boat, her contents, gear, or equipment. Tenant indemnifies and holds the City of Bayfield, Wisconsin, its agents and employees harmless against any loss, cost, suit, personal injury, or claim arising out of any use of the City of Bayfield's City Dock; or any handling of boats in connection therewith; or from theft, storm, vandalism; or any other cause of damage or personal injury, whether or not such loss, cost, suit, personal injury or claim is based upon the sole negligence of the City of Bayfield, Wisconsin, its agent and employees.
3. *LOSS TO PROPERTY OF OTHER:* Tenant hereby assumes full responsibility for damage done by Tenant, his agents or visitors to the City facilities or the property of others and accordingly hereby agrees to hold the City of Bayfield, Wisconsin harmless therefrom, including the obligation to defend. Tenant, upon demand, shall provide the City of Bayfield with evidence of adequate liability insurance coverage to insure the risks assumed herein.
4. *RULES/REGULATIONS:* Tenant agrees to comply with all rules and regulations attached as fully as they are set forth herein, and should breach of this agreement or violation of rules and regulations occur, this rental agreement shall terminate immediately, and the City of Bayfield may remove the boat from her docking space and move if necessary at the Tenant's risk and expense and retake possession of the docking space. The City of Bayfield Harbor Commission reserves the right to amend or add to the rules and regulations when deemed most advantageous to the City of Bayfield, or for safety issues.
5. *NO WAIVER:* Should the Harbor Commission fail to insist upon strict compliance of the rules and regulations it shall not be deemed a waiver of the right to insist upon strict compliance in the future. Waiver of any conditions shall not be deemed a continuing waiver.
6. *DESTRUCTION:* If the City Dock facilities are damaged to such extent that it is unreasonable or impractical for the City to provide a slip for use by Tenant; then City shall be excused from providing a slip. In such event, any paid dockage fees shall be returned pro-rata.
7. *FEES:* 25% DEPOSIT BY: DECEMBER 15th and BALANCE IS DUE BY: APRIL 1ST. Deposits will be refunded only if the leased space can be re-let by April 1. Dockage fees will be set annually by the Harbor Commission and are based on length overall (includes

bow and stern extensions) for boats 50 feet and under. Boats over 50 feet will be quoted. Finger Piers are rented at finger piers are rented at a cost of \$2840.00 for 40 feet of pier. All dockage fees are subject to all applicable sales tax. Unless otherwise indicated everyone will be required to pay a minimum of \$30.00 per year for refuse and recycling. Fee to be set each year by the Harbor Commission. Failure to comply with the City of Bayfield's recycling ordinance could result in the loss of your slip.

8. *SLIP VACANCY*: The harbormaster must be informed when a vacancy will occur for at least one night at your assigned slip. The City of Bayfield Harbor Commission reserves the right to use the slip for temporary mooring.
9. *ALTERATIONS OR ADDITIONS TO DOCKS, SLIPS, OR OTHER FACILITIES NOT ALLOWED*: Dock boxes are not allowed. Gear is not to be stored on dock. No dinghies are to be left on the dock at any location. Skiffs and rafts are also prohibited. Tying and/or rafting to the Pavilion or deck of the Pavilion is prohibited. Fueling at slips is prohibited unless given permission from the State of Wisconsin and the Bayfield Harbor Commission. (Island Princess is already approved by the State of Wisconsin and the Harbor Commission). No signs are to be attached or placed on dock unless approved by the Harbor Commission. No debris or storage is allowed on the dock. No unauthorized vehicles are allowed on the dock. No swimming is allowed from the dock. No cleaning of fish on or at the dock. Also, throwing fish remains in Lake by dock is prohibited by law. (See Department of Natural Resources). Any alterations or additions to docks, slips, or other facilities may only be done with Harbor Commission's written/verbal permission.
10. *REFUSE/RECYCLING*: Refuse containers are for normal daily refuse only. Disposal of large items such as cushions, sails, old tanks, etc., is the sole responsibility of the tenant. Violation of this rule will constitute noncompliance of Harbor Commission Regulations and Tenant could be subject to loss of slip. No fish entrails are to be thrown in any City containers. Tenant agrees to comply with Wisconsin recycling regulations.
11. *SUBLETTING*: Tenant may not sublet, nor does it have the right to allow the slip assigned in the contract to be used by any other than the Tenant. Tenant further agrees that should it sell or part with possession of the boat, that the new owner or possessor has no right to the slip assigned. No slip fees will be refunded.
12. *PETS*: Pets are permitted if they do not disturb others. Pet waste must be cleaned up immediately by owner. All current leash laws must be complied with or it could result in loss of slip.
13. *NOISE*: Tenant shall conduct itself so as not to unreasonably annoy, disturb or interfere with the rights or privileges of the other tenants. Tenants are responsible for the conduct of their agents and invitees.
14. *NO WAKE*: Tenant will comply with the "No Wake" policy of the Harbor.

15. *BARBECUING*: Barbecuing must be done with caution and never left unattended. No tenant should use an open fire for cooking on the docks or in a boat.
16. *CARTS*: Courtesy carts are to be used by boaters of the City Dock. Carts should be returned to head of dock immediately after use.
17. *INSURANCE*: The Tenant agrees to have boat insured with marine coverage with the City of Bayfield listed as an additional insured, have a minimum of \$300,000 liability, and to place a certificate of insurance on file with the Harbor Secretary.
18. *SAFETY*: Please maintain 10 feet between each boat. All boats must be registered and equipped as required by law; maintained in a neat and seaworthy condition, capable of operating under their own power. The City of Bayfield and/or their employees may move your boat due to inclement weather, construction, or repairs to the dock.
19. *OUTLETS/LIGHTS*: Tenant must use 25/30-amp power cables to hook to the electrical outlets on the dock. If tenant tampers or allows anyone to tamper with the lights or pedestals this will be grounds for an immediate removal from the City Dock permanently. No refund of paid dockage and will be liable for the costs of any repairs.
20. *AGREEMENT*: While at the Dock, Tenant agrees to abide by all boating regulations of the United States, State of Wisconsin, and City of Bayfield, Wisconsin, and such rules of the Bayfield Harbor Commission as may be established hereafter.
21. *COMPLIANCE*: Tenant agrees that if Tenant breaches the conditions of this agreement or the rules and regulations of the City of Bayfield, or if Tenant fails to pay any sum payable herein or under any other contract payable with the City of Bayfield then, (1) City may evict Tenant with no reimbursement of moneys paid; (2) all sums owing the City shall bear interest at the rate of 18% per annum and Tenant shall be liable for any and all reasonable attorney's fees and costs incurred in the collection thereof.
22. The City of Bayfield with good measure can cancel the use of our facilities/leases should it be warranted considering any future CDC, State or County Orders.
23. Signage; requires Harbor Commission approval.
  - a. Lessee is responsible for filing an application for approval along with a copy of the proposed sign construction and content.
  - b. Size allowed is 30" wide by 20" high, not including base. Can be no taller than 32" high; no more than 18" below top dock.
  - c. Material types can vary.

1. All users are required to file an application and to make payment prior to placing vessel at the City Dock. No exceptions.
2. No tying to the Finger Piers or the Pavilion Deck.
3. One electrical cord per vessel is allowed
4. Any damage done to the City Dock, stanchions, or other City Dock property will be your responsibility to repair in a manner specified by the City. If you do not take care of the problem, you will be asked to leave the dock and not return until the dock has been fixed and you have paid for the damage. Repeat offenders could also lose the privilege of parking your vessel at the dock.
5. You will be held responsible for the actions of your employees and anyone else they may bring on the dock.
6. Winter dockage begins on November 16 and ends no later than April 30<sup>th</sup>.
7. Anyone not obeying the rules and tying to the dock before making contact with the City will have to move their vessel and/or will be charged footage per day based on the length of the vessel until paid in full. You could also lose the privilege of parking your vessel at the dock.
8. The fee will be set annual by the Harbor Commission. The 5.5% sales tax will be applied to the rate set. Winter storage rates for Fish Tugs or other vessel greater than 40' will be handled on a case by case basis.

**Ernie LaPointe boat launch;** South Third Street. The following provisions apply to the city's boat launch ramps:

- (1) All launch ramp users must pay the daily launch fee which is adopted annually by the city commission; unless an annual seasonal launch pass/sticker has been obtained and is displayed as directed.
- (2) Parking at the Ernie LaPointe Boat Launch in the designated parking spaces is restricted to only vehicles with attached, empty, boat trailers. The parking of passenger vehicles, empty trailers unattached to a vehicle, or any vessel on a trailer is prohibited.
- (3) Overnight parking at the Ernie LaPointe Boat Launch is limited to 3 days.
- (4) Vehicles with attached trailers must be able to fit within the designated parking spaces. If your overall length extends beyond the markings, you must find parking elsewhere.
- (5) Fishing off the launch ramp docks is prohibited.
- (6) No overnight camping is allowed.

**Rate adjustments.** The City of Bayfield Harbor Commission shall have the right to adjust the fees based on a review of their marine and launch ramp system costs. Such review shall be conducted annually.

## § 298-1 **Park regulations.**

### **A.**

Purpose and definition. In order to protect the parks, parkways, recreational facilities and conservancy areas within the City of Bayfield from injury, damage or desecration, these regulations are enacted. The term "park" as hereinafter used in this chapter shall include all grounds, structures and watercourses which are or may be located within any area dedicated to the public use as a park, parkway, recreation facility, playground, swimming pool or conservancy area in the City.

### **B.**

Specific regulations.

#### **(1)**

Littering prohibited. No person shall litter, dump or deposit any rubbish, refuse, earth or other material in any park.

#### **(2)**

Sound devices. No person shall operate or play any amplifying system unless specific authority is first obtained from the Common Council, or designated committee thereof.

#### **(3)**

Bill posting. No person shall post, paste, fasten, paint or attach any placard, bill, notice, sign or advertising matter upon any structure, tree or other natural object in any park, except park regulations and other signs authorized by the Common Council, or designated committee thereof.

#### **(4)**

Throwing stones and missiles prohibited. No person shall throw stones or other missiles in or into any park.

#### **(5)**

Removal of park equipment prohibited. No person shall remove benches, bleachers, seats, tables or other park equipment from any park.

#### **(6)**

Trapping. "Trapping" when used in this section includes the taking, or the attempting to take, of any wild animal by means of setting or operating any device, mechanism or contraption that is designated, built or made to close upon, hold fast or otherwise capture a wild animal or animals; live traps on a person's property are

excluded. The trapping of wild animals is hereby prohibited in City parks, unless authorized by the Common Council.

**(7)**

Making of fires. No person shall start, tend or maintain a fire except in personal grills or designated fireplaces. Personal grills shall be used only in designated picnic areas. The use of personal grills is permitted provided lawns and vegetation are not endangered. Unburned fuel and ashes shall be disposed of in such a manner as to prevent fire or damage to any park property.

**(8)**

Protection of park property. No person shall kill, injure or disturb or attempt to injure or disturb waterfowl, birds or animals, wild or domestic, within any park, except as permitted by this chapter. No person shall climb any tree or remove flowers or fruit, wild or cultivated, or break, cut down, trample upon, remove or in any manner injure, deface, write upon or ill use any tree, shrub, flower, flower bed, turf, soil, sand, fountain, ornament, building, structure, apparatus, bench, table, official notice, sign or other property within any park. In addition, no person shall conduct construction, post signage, cut or remove vegetation, dig or disturb soil, or cause impact to the land or water within any park without permission from the City. If any such activity willfully occurs without permission, those responsible will be required to repair the damage as directed by the City.

**(9)**

Motorized vehicles **and recreational vehicles**. Except for authorized maintenance vehicles, no person shall operate, **park, or moor** an unlicensed or licensed motorized vehicle **or recreational vehicle** outside of areas specifically designated as parking **or mooring** areas or areas where the operation of such vehicles is specifically permitted. Motor vehicles are restricted to the roads and drives and parking areas. No motor vehicles of any nature may be used on the seeded areas except vehicles which have Common Council authorization for shows, rides or exhibits and then only for the purpose of loading and unloading.

**(10)**

Snowmobiles. No person shall operate a snowmobile in a City park except in designated areas. Snowmobiles shall only be operated on designated trails.<sup>[1]</sup>

[1] *Editor's Note: See also Ch. **337**, Snowmobiles and All-Terrain Vehicles.*



**(11)**

Speed limit. No person shall operate any vehicle in a City park in excess of 10 miles per hour unless otherwise posted.

**(12)**

Glass beverage bottles in parks prohibited. No individual shall possess or consume any beverage in a glass bottle or glass container in any City park.

**(13)**

Reckless driving in parks prohibited. No person shall operate a motor vehicle in a reckless manner in any of the public parks of the City.

**(14)**

Parking in parks. No person shall park any motor vehicle in any park in the City except in a designated parking area.

**(15)**

Horse and carriages. No person shall ride a horse or drive a horse-driven vehicle in any park, except on roads or designated bridle paths, except when approval of the Chief of Police is first obtained. It shall be unlawful for any person to ride a horse or drive a horse-driven vehicle in a careless, negligent or reckless manner which may endanger the safety and well-being of others. Horseback riding shall be allowed only during the daylight hours. No person shall ride a horse which cannot be held under such control that it may be easily turned or stopped.

**(16)**

Removing tree protectors. No person shall remove any device for the protection of trees or shrubs.

**(17)**

Golfing and sporting activities. No golfing or practicing golf in City parks or recreation areas shall be allowed except with the use of a whiffle ball. All sporting activities must be held in areas so designated for that purpose.

**(18)**

Arrows. No person shall use or shoot any bow and arrow in any City park, except in authorized areas.

**(19)**

Fees and charges. The Common Council shall have the authority to establish such fees as deemed necessary for use of any park facility, shelter or land area. It shall be unlawful to use such areas without payment of such fee or charge when required.

**(20)**

Pets. Pets, including animals of any species, shall not be permitted in any City parks, except for leashed dogs at City-approved events. Seeing Eye dogs while on duty shall be exempt from this provision.

**(21)**

Firearms; hunting. Possessing or discharging of any air gun, slingshot, explosive, firearm or weapon of any kind is prohibited in all City parks.

**(22)**

Fish cleaning. Cleaning of fish in shelters, toilet facilities or picnic areas is prohibited in all City parks.

**(23)**

Controlled substances. Possessing, using or dispensing of a controlled substance in violation of the Uniform Controlled Substances Act<sup>[2]</sup> is prohibited in all City parks.

<sup>[2]</sup> *Editor's Note: See Ch. 961, Wis. Stats.*

**(24)** Vendors restricted. No person shall sell, vend or give away any article of merchandise whatever, without a written permit from the Common Council.<sup>[3]</sup>

<sup>[3]</sup> *Editor's Note: See also Ch. 200, Direct Sellers.*

**(25)**

Tobacco use is prohibited at all times in or on all recreational areas as defined under

**§ 333-3.**

[Added 3-15-2023 by Ord. No. 403]

## § 366-1 **Prohibited acts; definitions.**

### **A.**

Abandonment of vehicles prohibited. No person shall leave unattended any **vehicle, trailer, semitrailer or mobile home** on any public street or highway or private or public property in the City of Bayfield for such time and under such circumstances as to cause the vehicle, **trailer, semitrailer, or mobile home** to reasonably appear to have been abandoned. Whenever any such vehicle, **trailer, semitrailer, or mobile home** has been left unattended on any street or highway in the City of Bayfield or upon private or public property without the permission of the property owner or other person charged with the lawful jurisdiction thereof for more than 48 hours, the vehicle, **trailer, semitrailer, or mobile home** shall be deemed abandoned and constitutes a public nuisance.

### **B.**

Definitions. For purposes of this chapter, the following definitions shall be applicable:

#### **STREET**

Any public highway or alley and shall mean the entire width between the boundary lines of any public way where any part thereof is open to the public for purposes of vehicular traffic.

#### **UNATTENDED**

Unmoved from its location with no obvious sign of continuous human use.

#### **VEHICLE**

A motor vehicle, **recreational vehicle as defined in §370-12**, trailer, semitrailer or mobile home, whether or not such vehicle is registered under Wisconsin law.

### **C.**

Presumptions. For purposes of this section, the following irrebuttable presumptions shall apply:

#### **(1)**

A vehicle shall be presumed unattended if it is found in the same position 48 hours after issuance of a traffic **or ordinance** ticket or citation and if such ticket or citation remains **secured** upon the **vehicle** during said 48 hours.

#### **(2)**

Any vehicle left unattended for more than 48 hours on any public street or public ground or left unattended for more than 48 hours on private property without the consent of the property owner is deemed abandoned and constitutes a nuisance;

provided, that the vehicle shall not be deemed abandoned under this subsection if left unattended on private property outside of public view and is enclosed within a building, or if designated as not abandoned by the Chief of Police.

**D.**

Exceptions. This section shall not apply to a vehicle in an enclosed building or a vehicle stored on a premises licensed for storage of junk or junked vehicles and fully in compliance with City zoning regulations,<sup>[1]</sup> or to a vehicle parked in a paid parking lot or space where the required fee has been paid.

*[1]Editor's Note: See Ch. 500, Zoning.*

**§ 366-2 Removal and impoundment of vehicles.**

Any vehicle in violation of this chapter shall be removed and impounded until lawfully claimed or disposed of under the provisions of § **366-3**.

**§ 366-3 Removal, storage, notice or reclaimer of abandoned vehicles.**

**A.**

Applicability. The provisions of this section shall apply to the removal, storage, notice, reclaimer or disposal of abandoned vehicles as defined in § **366-1**.

**B.**

Removal.

**(1)**

Any police officer who discovers any **vehicle** on any public street or highway or private or public property in the City of Bayfield which has been abandoned shall cause the vehicle to be removed to a suitable place of impoundment.

**(2)**

Upon removal of the vehicle, the police officer shall notify the Chief of Police or his designee of the abandonment and of the location of the impounded vehicle.

**C.**

Storage and reclaimer. Any abandoned vehicle which is determined by the Chief of Police or his designee to be abandoned shall be retained in storage for a period of 14 days after certified mail notice, as herein after provided, has been sent to the Wisconsin titled owner and/or secured party of record with the Wisconsin Division of Motor Vehicles **or Wisconsin**

**Department of Natural Resources**, except that if the Chief of Police or his designee determines an abandoned vehicle to have a value of less than \$100, or that the cost of towing and storage charges for impoundment will exceed the value of the vehicle, it may be junked or sold by direct sale to a licensed salvage dealer after having been retained in storage for a period of 10 days and after certified mail notice, as hereinafter provided, has been sent to the Wisconsin-titled owner or secured party of record with the Wisconsin Division of Motor Vehicles **or Wisconsin Department of Natural Resources**, provided that it is first determined that the vehicle is not reported stolen or wanted for evidence or other reason. All substantially complete vehicles in excess of 19 model years of age shall be deemed as having a value in excess of \$100. Any such vehicle which may be lawfully reclaimed may be released upon the payment of all accrued charges, including towing, storage and notice charges and upon presentation of the vehicle title or other satisfactory evidence to the Chief of Police or his designee to prove an ownership or secured party interest in said vehicle.<sup>[1]</sup>

*[1]Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*

**D.**

Notice to owner or secured party. Certified mail notice, as referred to herein, shall notify the Wisconsin-titled owner of the abandoned vehicle, if any, and/or the secured party of record with the Wisconsin Division of Motor Vehicles **or Wisconsin Department of Natural Resources**, if any, of the following:

**(1)**

That the vehicle has been deemed abandoned and impounded by the City of Bayfield;

**(2)**

The "determined value" of the abandoned vehicle;

**(3)**

If the cost of towing and storage costs will exceed the determined value of the vehicle;

**(4)**

That if the vehicle is not wanted for evidence or other reason, the vehicle may be reclaimed upon the payment of all accrued charges, including towing, storage and notice charges, within 14 days of the date of notice, unless the vehicle has been determined to have a value less than \$100 or that the cost of towing and storage charges for impoundment will exceed the value of the vehicle, in which case the

vehicle may be reclaimed within 10 days upon the payment of the aforesaid charges; and<sup>[2]</sup>

*[2] Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*

**(5)**

That the owner or aforesaid secured party may, upon request, be granted a hearing relating to the determinations made with respect to said vehicle within the period that such vehicles may be reclaimed.

**§ 366-4 Disposal of abandoned vehicles.**

Any abandoned vehicle impounded by the City which has not been reclaimed or junked or sold by direct sale to a licensed salvage dealer pursuant to the provisions of this chapter may be sold by public auction sale or public sale calling for the receipt of sealed bids. A Class I Notice, including the description of the vehicles, the name(s) and address(es) of the Wisconsin-titled owner and secured party of record, if known, and the time of sale shall be published before the sale.

**§ 366-5 Report of sale or disposal.**

Within five days after the direct sale or disposal of a vehicle as provided for herein, the Chief of Police or his designee shall advise the State of Wisconsin Department of Transportation, Division of Motor Vehicles, or Wisconsin Department of Natural Resources of such sale or disposal on a form supplied by said Division. A copy of the form shall be given to the purchaser of the vehicle enabling the purchaser to obtain a regular certificate of title for the vehicle. The purchaser shall have 10 days to remove the vehicle from the storage area but shall pay a reasonable storage fee established by the City for each day the vehicle remains in storage after the second business day subsequent to the sale date. Ten days after the sale the purchaser shall forfeit all interest in the vehicle and the vehicle shall be deemed to be abandoned and may be sold again. Any listing of vehicles to be sold by the City shall be made available to any interested person or organization which makes a written request for such list to the Police Department. The Police Department may charge a reasonable fee for the list.

**§ 366-6 Owner responsible for impoundment and disposal costs.**

**A.**

The owner of any abandoned vehicle, except a stolen vehicle, is responsible for the abandonment and all costs of impounding and disposing of the vehicle. Costs not covered from the sale of the vehicle may be recovered in a civil action by the City against the owner.

**B.**

Payment of removal and impoundment costs is not required when the vehicle has been impounded for purposes of law enforcement investigation.

**§ 366-7 Conflict with other provisions.**

In the event of any conflict between this section and any other provisions of the Code of the City of Bayfield, this chapter shall control.

## § 370-12.1 **Definitions.**

For the purposes of this article, the terms below shall be defined as follows:

### **VEHICLE**

May refer to a motor vehicle or recreational vehicle.

### **INOPERATIVE VEHICLE**

Any motor vehicle or recreational vehicle which is partially dismantled, wrecked, inoperable, unregistered, not able to be safely or legally operated on a highway, a habitat for rodents, vermin or insects, a threat to the public health and safety, or any vehicle which has not been moved for a continuous period of more than 45 days.

### **MOTOR VEHICLE**

Any vehicle which is self-propelled and shall include but not be limited to automobiles, trucks, jeeps, vans, buses, motorized campers, motor homes, motorcycles, motorbikes, go-carts, motorized three-wheeled vehicles, all-terrain vehicles, mopeds, snowmobiles, dune buggies and tractors. "Motor vehicle" shall not mean any airplane, railroad train, boat, wheelchair or bicycle.

### **PRIVATE PROPERTY**

Any real property not owned by the federal government, state, county, City school board or other public subdivision.

### **RECREATIONAL EQUIPMENT**

Any small, nonmotorized vessels or equipment primarily intended for leisure and recreational use, such as, but not limited to, canoes, kayaks, paddle boards, and small sailboats.

### **RECREATIONAL VEHICLE**

Any motor vehicle or equipment, including towable trailers, or non-motorized vehicles primarily intended for leisure and recreational use, such as but not limited to boats, jet skis, motor bikes, ATV/UTVs, snowmobiles, cargo trailers, water craft, campers, motor homes and similar vehicles and equipment.

### **REMOVAL**

The physical relocation of a vehicle or recreational equipment to an authorized location.



**RESIDENTIAL LOT**

The entire tax parcel upon which the principal dwelling structure is located, regardless of size.

**VEHICLE ACCESSORIES**

Any part or parts of any motor vehicle or recreational vehicle, including parts attached post-production.

## § 370-26 Removal of illegally parked **vehicles or recreational equipment**.

### A.

Hazard to public safety. Any **vehicle or recreational equipment** parked **or moored** in violation of this chapter shall be subject to removal by the Police Department; the operator or owner thereof shall pay the costs of removal and in addition shall be subject to the penalty provided for such violation. Any **vehicle or recreational equipment** parked, **moored**, stopped, or standing upon a highway, public parking lot, **public area**, or ramp in violation of any of the provisions of this chapter is declared to be a hazard to traffic and public safety.

### B.

Removal by operator. Such **vehicle or recreational equipment** shall be removed by the operator in charge, upon request of any law enforcement officer, to a position where parking is permitted or to an **authorized** private or public parking or storage premises.

### C.

Removal by traffic officer. Any law enforcement officer after issuing a citation for illegal parking, **mooring**, stopping or standing of an unattended vehicle **or recreational equipment** in violation of this chapter, is authorized to remove such vehicle **or recreational equipment** to an impoundment area. All costs associated with such removal shall be paid by the owner/operator before the vehicle **or recreational equipment** is released from impoundment.

### D.

Removal by private service. The officer may order a motor carrier holding a permit to perform vehicle **and/or recreational equipment** towing services, a licensed vehicle **and/or recreational equipment** salvage dealer or a licensed vehicle **and/or recreational equipment** dealer who performs vehicle towing services to remove and store such vehicle **or recreational equipment** in any public storage garage or rental parking grounds or any facility of the person providing the towing services.

### E.

Towing and storage charges. In addition to other penalties provided in this chapter, the owner or operator of a vehicle **or recreational equipment** so removed shall pay the actual cost of moving, towing and storage. If the vehicle **or recreational equipment** is towed or stored by a private motor carrier, vehicle **and/or recreational equipment** salvage dealer or licensed vehicle **and/or recreational equipment** dealer, actual charges regularly paid for such services shall be paid. If the vehicle **or recreational equipment** is stored in a public storage garage or rental facility, customary charges for such storage shall be paid. Upon

payment, a receipt shall be issued to the owner of the vehicle or recreational equipment for the towing or storage charge.

## § 370-27 Inoperative, wrecked or discarded vehicles.

### A.

Public property. No person owning or having custody of any inoperative motor vehicle **or recreational vehicle** shall allow such motor vehicle **or recreational vehicle** to remain on any public street or highway, **public area**, parking lot, or ramp longer than 48 hours after notification thereof by the Police Department. Notification shall be accomplished by placing in a conspicuous place on the motor vehicle **or recreational vehicle** and by mailing or serving upon the owner or occupant in charge of the premises a written notice setting forth briefly the applicable provisions of this section and the date of the notice. Any motor vehicle **or recreational vehicle** so tagged which is not removed within 24 hours after notice is declared to be a public nuisance and may be removed as provided in § **370-26**.

### B.

Private property. The parking and storage of inoperative motor vehicles **or recreational vehicles** shall be located within an enclosed garage only. Parking of inoperative vehicles **or recreational vehicles** outdoors for more than 48 hours shall be prohibited.

§ 370-27.2 Recreational **Vehicles and Equipment in Residential (R-1, R-2) Districts, Commercial (C-1) Districts, Conservancy (W-1) Districts, and Waterfront (W-2) Districts.**

**A.**

Parking **or mooring** of recreational vehicles or equipment detached from a motor vehicle is prohibited on all City streets and public areas except in areas designated for **authorized** parking, unless authorized by the Police Chief and/or Public Works Director. This does not apply to temporary parking for the purpose of and while actually engaged in loading or unloading or receiving or discharging passengers, provided the vehicle **or equipment** is well attended and can be moved in case of emergency or to avoid obstructing traffic **or other normal public usage**.

**B.**

Parking of recreational equipment attached to motor vehicles is allowed on all City streets and public areas, **where motor vehicle parking is lawfully permitted**, for up to 48 hours unless expressly stated otherwise.

**C.**

Vehicle registration and licensing. Recreational vehicles and recreational equipment that require State of Wisconsin licensing shall have a current registration plate or tag affixed to the vehicles and equipment at all times.

**D.**

Prohibition of vehicles **and recreational equipment** as a dwelling unit. No recreational **vehicle**, motor vehicle, **or recreational equipment** shall be lived in.

# Harbormaster's Report

March 2025

## Marina

Lease of LE slips 1 – 4 to CG Station Bayfield has been secured.  
Rental of City transient dock for rave week has been created and sent out.

## Equipment

24' equipment trailer purchased for \$9,989.00 using CIP fund.

## In Progress

Looking for the purchase of a portable building using CIP funds. The permit was applied for and denied by the Architect Review Board based on siding type, roof pitch, and lack of survey. This will more than likely increase the cost needed to exceed the CIP amount.

We are working on a new complete SOP to include a Spill Prevention Plan that will encompass the marina and city dock.

## Concerns/thoughts

None

# City of Bayfield Harbor Commission

112 South First  
Street P.O. Box 1170  
Bayfield, WI 54814

Phone: 715-779-1079  
Fax: 715-779-5094  
E-mail: [Harbornick@cityofbayfield.com](mailto:Harbornick@cityofbayfield.com)

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## 2025 City of Bayfield Harbor Commission Passenger Vessels Rule

Dear Business Owner:

Passenger fees are pursuant to City of Bayfield Passenger Vessel Policy adopted in 2022. The fee applies to all passenger vessels operating at, to, or from the Bayfield City Dock, Bayfield Marina, or L.E. Dock carrying passengers for compensation. This includes, but is not limited to, charter fishing, ferries, sailing and kayaking operations, tour operations, water taxis, and guide services. The \$2.00 fee is per passenger carried, regardless of who pays for the charter. Passengers must pay the full \$2.00 fee whether they embark on a one-way or round-trip excursion.

Please complete a registration form for each vessel prior to commencing your boat operations for the year and return it to Bayfield Marina. Reporting forms are attached and are readily available from Bayfield Marina or on the City of Bayfield's website, under "City Info. – FORMS".

Starting with the first day of business each calendar year, a passenger fee report form must be completed, signed, and returned with payment to the Bayfield Harbor Commission by the last day of each month for passenger activity for the prior month (ex. the report for May is due by June 30th). You must file a report for each month, for each vessel registered, even if it is a zero filing. Your report form and payment may be placed in the drop box located to the right of the main entrance of City Hall, brought into City Hall during office hours, or mailed to Bayfield Marina, P.O. Box 1170, Bayfield, WI 54814. Checks should be payable to Bayfield Marina.

Thank you for your cooperation. If you have any questions, please call 715-779-1079.

Sincerely,

Bayfield Harbor Commission

# *City of Bayfield*

**Office of the Clerk and Mayor**  
125 South First Street - P.O. Box 1170  
Bayfield, Wisconsin 54814  
Phone (715) 779-5712  
[cityclerk@cityofbayfield.com](mailto:cityclerk@cityofbayfield.com)

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## **CITY OF BAYFIELD**

### **Board of Harbor Commissioners Rulemaking Applicable to Passenger Vessels operating at the: Bayfield City Dock ~ Bayfield Marina ~ L.E.Dock**

- 1. Authority.** This rule is enacted pursuant to the powers conferred by Wis. Stats. § 30.38(9) to fix and regulate all fees and charges for use of publicly owned and operated harbor facilities.
- 2. Definitions:**
  - a. “Passenger Vessel” means any boat, ship, vessel, barge, or other floating craft of any kind carrying passengers for compensation.
  - b. “Bayfield City Dock” is the municipal owned dock located east of Rittenhouse Avenue.
  - c. “Bayfield Marina” is the municipal owned marina located eastward of First Street between Manypenny Avenue and Bay Road.
  - d. “L.E. Dock” is the municipal owned dock located on the west side of First Street, south of Wilson Avenue.
- 3. Passenger Use Fee.** Each Passenger Vessel operating from the Bayfield City Dock, Bayfield Marina and L.E. Dock shall be assessed a use fee of \$2.00 per passenger embarking or disembarking from the Bayfield City Dock. The passenger use fee is assessed once per passenger per excursion regardless of whether the excursion is one-way or round-trip and applies to persons ages 7 and older.
- 4. Payment of Fees.** Fees shall be paid by the owner of the Passenger Vessel to the City of Bayfield Harbor Commission on a monthly basis, no later than the last day of the month following the month being reported. For example, fees for the month of June are due no later than July 31.
- 5. Reporting.** Forms shall be provided by the Bayfield Harbor Commission. Forms are required to be filed monthly during each month the business is operational in a calendar year. The forms and payment should be given to the Bayfield Marina.
- 6. Failure to Comply.** Failure to comply with this rule may result in revocation of the Owner’s use and/or Dock Lease Agreement for leasing space at these locations.



Adopted:

City of Bayfield Harbor Commission: 11-7-2022

City of Bayfield Common Council: 11-16-2022

Amended:

City of Bayfield Harbor Commission: 9-11-2023

City of Bayfield Common Council: 9-13-2023

Amended:

City of Bayfield Harbor Commission: 2-3-2025

City of Bayfield Common Council: