

**City of Bayfield Harbor Commission  
Meeting Minutes of April 7, 2025  
Bayfield City Hall**

**Call to Order:** Chair Shrider called the meeting to order at 3:30

**Present:** Chair Shrider, Wilcox, Jensen, Cornelius, Ringberg (online), Mayor Dougherty

**Staff:** Harbormaster Hays

**Others Attending:** Shannon Mager

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

- City Dock/ Finger Pier Project to be referenced name going forward
- Shrider requested ongoing budget status to be added to future agendas (rather than part of Harbormaster report).

Motion carried.

**Review/Approve meeting minutes:** Jensen/Wilcox made and seconded a motion to approve the March 3, 2025, minutes as circulated. Motion Carried.

**Public Input:** None

## **Agenda Items**

### **City Dock**

1. City Dock / Finger Pier Project—status update: The Harbor Commission packet intentionally contained all the information regarding grants related to the City Dock finger pier project. Our purpose in having all of this in the packet is to ensure this information will now be more easily available online. It was noted our application was revised pages 37-39 in the proposed budget to better reflect anticipated costs.
2. Public input meeting plan regarding City Dock changes—we affirmed the decision to hold off on any public input meeting until we know if we have funding to proceed. Once we do, a public input meeting will be planned.
3. Regarding City Dock Business: Shannon Mager commented the Cruise service did not get billed for dockage last year. Once this was noted through their audit, work is underway to remedy that. They also did not receive a bill for their office lease, but those details have been noted and forwarded for payment. Nick and Micaela are working with Shannon on this issue. For 2025 and on the issue has been solved.
4. Public works—no report

## Marina

1. Ordinances: The Harbormaster is working on merging the ordinances and will present the complete version relevant to the Marina at the next meeting.
2. Harbormaster Report: All positions filled. Slips for boats over 28' are filled at 100%. Currently, 19 slips are available for boats under 28' feet. Everything has been completed for booking/online payment through phone apps for guest dockage. Crew is hired and will start training next week.
3. 2024 Profit/Loss Summary: Staff is still working to finalizing this, but all numbers as up to date as possible. It was suggested to show debt service separately (now listed under operations). We also need to consider how much the Marina should have in a reserve fund (to cover emergency equipment repair and other needs). Staff will continue to develop financial statement, adding bank account balances and where we are in comparison to budget year-to-date
4. Park and Rec update from recent meeting—Nick met with representatives of the East Dock park committee and updated them regarding ideas we will undertake as marina upgrades—sidewalk updates/replacements etc.

## L.E Building slip Pier boat ramp

1. Public Works Director--No report

## Other Business/Concerns

1. Harbormaster review process: Not yet completed
2. The Harbor Commission noted with regret that Ted Dougherty will no longer be serving. Everyone expressed their gratefulness for all his leadership and assistance to the Harbor commission over the years. He will be missed.

## Schedule for Next meetings:

- May 5<sup>th</sup> at 3:30 p.m.
- June 2<sup>nd</sup> at 3:30 p.m.

**Motion to adjourn:** Wilcox/Cornelius made and seconded a motion to adjourn at 4:45.  
Carried.