



AGENDA FOR COMMON COUNCIL AND ANNUAL BUDGET HEARING

A Common Council and Annual Budget Hearing meeting will be held on **Monday, November 17, 2025 at 6:30 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMK1qNU5vNFlwMzdSZz09>
Meeting ID: 768 946 6740 Password: Tomah2020
Dial by your location +1 312 626 6799 US (Chicago)

CALL TO ORDER:

1. Pledge of Allegiance
2. Roll Call

ANYONE DESIRING TO APPEAR TO COUNCIL: *Those that desire to address the City Council must state their name, address, deliver their comments in accordance with the City of Tomah Rules of Order, and will be limited to three minutes.*

2026 BUDGET PUBLIC HEARING:

3. Open the Public Hearing
- [4.](#) 2026 Budget Hearing Summary
5. Request for Public Comment
6. Close the Public Hearing
- [7.](#) Approval: Resolution Adopting the 2026 Budget

MAYOR:

8. Employee of the Month: Bob Walker
9. Monthly Update

CONSENT AGENDA: *(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, the Mayor or any Council member can request item(s) be removed from the Consent Agenda and addressed on the regular agenda).*

- [10.](#) Approval of Minutes from October 20, 2025
- [11.](#) Approval: Resolution for the Payment of Monthly Bills
- [12.](#) Approval: Application of Class "B" Beer Fermented Malt Beverage License and "Class B" Liquor License Renewal for Elmer W. Grassman Post No. 201 DBA Tomah American Legion Post 201 at 800 Wisconsin Ave., Tomah, WI
- [13.](#) Approval: Application of Class "B" Beer Fermented Malt Beverage License and "Class B" Liquor License for FushCo, LLC DBA Brick Sip Haus at 800 Superior Ave, Tomah, WI

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14. Approval: Application of Class “B” Fermented Malt Beverage License and “Class B” Liquor License Transfer for Cancun Bay LTD from 1422 Superior Ave to 701 E Clifton St Suite #2, Tomah, WI.

15. Approval: Application of Reserve Class “B” Liquor License and “Class B” Fermented Malt Beverage License for Pachos LLC at 1422 Superior Avenue, Tomah, WI.

16. Approval: Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

COMMITTEE OF THE WHOLE:

SENIOR & DISABLED SERVICES BOARD:

17. Approval: Recommendation to deposit \$200,000 of Doris J. Johnson trust donation into a certificate of deposit to earn a yearly interest income for the Senior Center/Senior & Disabled Services Department

PUBLIC WORKS AND UTILITIES COMMISSION:

18. Approval: Resolution for Functional Classification Update

APPOINTMENTS:

19. Approval: Appointment of Scott Brand to the Parks and Recreation Commission to fulfill the remaining term of Josephine Piper ending in April 2026

GENERAL:

20. Approval: Reimbursement of funds for Facade Improvement Grant Program 1-2025 (The Crow Bar)

21. Approval: Reimbursement of funds for Facade Improvement Grant Application 2-2025 (The Bank Bar)

22. Approval: Reimbursement of funds for Facade Improvement Grant Application 3-2025 (All Things Amish and More)

23. Approval: Facade Improvement Grant Program Application 5-2025 (Strike Zone/Pizones)

24. Approval: Facade Improvement Grant Application 6-2025 (Tomah Granite)

ADJOURN:

25. Adjourn to Closed Session Pursuant to Wisconsin Statute 19.85

(1) Any meeting of a governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section. The motion shall be carried by a majority vote in such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific exemption or exemptions under this subsection by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held:

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-Allegations of the misuse of funds by a city employee requiring the initiation of an administrative investigation and possible discipline at a future date.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:

-Considering the purchase of Property A, Property B, and/or Property C.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

-Suspected room tax evasion by a corporation.

(3) Nothing in this subchapter shall be construed to authorize a governmental body to consider at a meeting in closed session the final ratification or approval of a collective bargaining agreement under subch. I, IV, or V of ch. 111 which has been negotiated by such body or on its behalf:

-Deliberation regarding the proposed Collective Bargaining Agreement for the Ambulance Employee Union 2026-2027 contract.

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Nicole Jacobs, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

NOTICE OF 2026 BUDGET HEARING
CITY OF TOMAH

Notice is hereby given that on November 17, 2025 at 6:30 p.m. the City Council will conduct a Public Hearing in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI, on the PROPOSED 2026 BUDGET for the City of Tomah.

Any resident of the City of Tomah shall have the opportunity to be heard on the proposed budget. The detailed proposed budget is available for inspection in the City Clerk's office, 819 Superior Avenue, during the hours of 7:30 a.m. to 4:30 p.m., Monday through Thursday.

The following is a summary of the proposed 2026 budget.

		2026		
General Fund	2025	PROPOSED	% CHANGE	
	BUDGET	BUDGET		
Revenues				
General Property Taxes	3,740,752	3,987,283	6.59%	
Other Taxes	531,100	528,040		
Special Assessments	-	-		
Intergovernmental Revenue	3,319,564	3,232,080		
Licenses and Permits	144,150	129,375		
Fines, Forfeitures & Penalties	160,150	130,000		
Public Charges	304,700	267,830		
Intergovernmental Revenue	77,000	80,000		
Miscellaneous Revenue	248,567	297,425		
Other Financing Sources	173,475	109,555		
Total Revenues	8,699,458	8,761,588	0.71%	
Fund Balance Applied	0	-		
Total Revenues	8,699,458	8,761,588		
Expenditures				
General Government	1,409,419	1,898,053		
Public Safety	4,188,106	4,276,456		
Public Works	2,152,171	2,205,063		
Culture, Recreation & Education	907,336	1,708,343		
Conservation and Development	10,500	5,000		
Capital Outlay	31,800	30,500		
Transfer to Other Funds	-	-		
Total Expenditures	8,699,331	10,123,415	16.37%	
	2025	2026		
All Governmental and	BUDGET	PROPOSED	% CHANGE	
Proprietary Funds Combined	BUDGET	BUDGET		
Revenues				
General Fund	8,699,458	8,761,588		
Special Revenue Funds	7,724,155	8,119,305		
Capital Projects Funds	6,589,586	2,783,022		
Debt Service Funds	3,783,483	5,984,242		
Enterprise Funds	6,890,575	6,890,575		
Total Revenues	33,687,257	32,538,732	-3.41%	
Expenditures				
General Fund	8,699,331	10,123,415		
Special Revenue Funds	7,857,893	7,857,893		
Capital Projects Funds	4,167,001	4,167,001		
Debt Service Funds	3,784,287	3,784,287		
Enterprise Funds	5,725,117	5,725,117		
Total Expenditures	30,233,629	31,657,713	4.71%	
	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
	Fund	Total	Total	Fund
	Balance	Revenues	Expenses	Balance
	12/31/24			12/31/25
All Governmental and				
Proprietary Funds Combined				
General Fund	2,058,024	8,761,588	10,123,415	696,198
Special Revenue Funds	7,997,771	8,119,305	7,857,893	8,259,183
Capital Project Fund	(204,903)	2,783,022	4,167,001	(1,588,882)
Debt Service Fund	604,682	5,984,242	3,784,287	2,804,636
Enterprise Funds	47,608,170	6,890,575	5,725,117	48,773,628
Total	58,063,744	32,538,732	31,657,713	58,944,763
Total Indebtedness as of 12/31/2025:			Property	
General Obligation Debt	39,581,778		Tax	
Water Revenue Bonds	1,990,997		Contribution	
Sewer Revenue Bonds	1,162,154		General Fund	3,987,283
	42,734,929		Special Revenue Funds	212,924
			Capital Project Fund	-
			Debt Service Fund	2,723,528
			Total	6,923,735
	2023	2024	2025	% Change
City Property Tax Levy	6,111,111	6,145,318	6,923,433	12.66%
Assessed Value	798,202,000	921,420,800	954,818,400	3.62%
Tax Rater per \$1,000	7.66	6.67	7.25	8.72%

A RESOLUTION ADOPTING THE 2026 BUDGET
AND ESTABLISHING THE TAX RATE
RESOLUTION # _____

WHEREAS, Wisconsin State Statute 65.90 requires an annual budget appropriating moneys to finance activities and programs of the City for the ensuing fiscal year, and
WHEREAS, the Common Council has considered a Budget for 2026 as prepared by the City Treasurer and Department Staff, and
WHEREAS, the City Council held a public hearing on the 2026 Budget as required, and
WHEREAS, the 2026 Budget requires a Tax Levy to finance in part the appropriations.
NOW, THEREFORE, BE IT RESOLVED, BY THE City of Tomah Common Council that:
Budgeted revenue estimates and expenditure appropriations for the year 2026 for the City of Tomah are hereby adopted per the summary below and as set forth in the budget document.

General Fund	BUDGET	BUDGET	% CHANGE	
Revenues				
General Property Taxes	3,740,752	3,987,283	6.59%	
Other Taxes	531,100	528,040		
Special Assessments	-	-		
Intergovernmental Revenue	3,319,564	3,232,080		
Licenses and Permits	144,150	129,375		
Fines, Forfeitures & Penalties	160,150	130,000		
Public Charges	304,700	267,830		
Intergovernmental Revenue	77,000	80,000		
Miscellaneous Revenue	248,567	297,425		
Other Financing Sources	173,475	109,555		
Total Revenues	8,699,458	8,761,588	0.71%	
Fund Balance Applied	0	-		
Total Revenues	8,699,458	8,761,588		
Expenditures				
General Government	1,409,419	1,898,053		
Public Safety	4,188,106	4,276,456		
Public Works	2,152,171	2,205,063		
Culture, Recreation & Education	907,336	1,708,343		
Conservation and Development	10,500	5,000		
Capital Outlay	31,800	30,500		
Transfer to Other Funds	-	-		
Total Expenditures	8,699,331	10,123,415	16.37%	
All Governmental and Proprietary Funds Combined	2025 BUDGET	2026 PROPOSED BUDGET	% CHANGE	
Revenues				
General Fund	8,699,458	8,761,588		
Special Revenue Funds	7,724,155	8,119,305		
Capital Projects Funds	6,589,586	2,783,022		
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Enterprise Funds	6,890,575	6,890,575		
Total Revenues	33,687,257	32,538,732	-3.41%	
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General Fund	8,699,331	10,123,415		
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Capital Projects Funds	4,167,001	4,167,001		
Debt Service Funds	3,784,287	3,784,287		
Enterprise Funds	5,725,117	5,725,117		
Total Expenditures	30,233,629	31,657,713	4.71%	
All Governmental and Proprietary Funds Combined	ESTIMATED Fund Balance 12/31/24	ESTIMATED Total Revenues	ESTIMATED Total Expenses	ESTIMATED Fund Balance 12/31/25
General Fund	2,058,024	8,761,588	10,123,415	696,198
Special Revenue Funds	7,997,771	8,119,305	7,857,893	8,259,183
Capital Project Fund	(204,903)	2,783,022	4,167,001	(1,588,882)
Debt Service Fund	604,682	5,984,242	3,784,287	2,804,636
Enterprise Funds	47,608,170	6,890,575	5,725,117	48,773,628
Total	58,063,744	32,538,732	31,657,713	58,944,763
Total Indebtedness as of 12/31/2025:				Property Tax Contribution
General Obligation Debt	39,581,778		General Fund	3,987,283
Water Revenue Bonds	1,990,997		Special Revenue Funds	212,924
Sewer Revenue Bonds	1,162,154		Capital Project Fund	-
	42,734,929		Debt Service Fund	2,723,528
			Total	6,923,735
	2023	2024	2025	% Change
City Property Tax Levy	6,111,111	6,145,318	6,923,433	12.66%
Assessed Value	798,202,000	921,420,800	954,818,400	3.62%
Tax Rater per \$1,000	7.66	6.67	7.25	8.72%

Mayor

City Clerk

MINUTES FOR OCTOBER 20, 2025, COMMON COUNCIL

CALL TO ORDER:

A regular meeting of the Common Council was held at 819 Superior Ave. in the City Council Chambers. The meeting was called to order by Mayor Paul Dwyer at 6:30 p.m. After the Pledge of Allegiance, roll call was taken. Present: John Glynn, Nellie Pater, Travis Scholze, Shawn Zabinski, P. Dwyer, Richard Yarrington, Dean Peterson, and Mitchell Koel. Absent: Patrick Devine. Also present: Nick Morales, Nicole Jacobs, Pam Buchda, Charlie Handy, Tim Adler, Penny Precour, and Irma Keller. The meeting was available via Zoom and was recorded by Hagen Sports Network. All motions are unanimously approved unless otherwise noted.

ANYONE DESIRING TO APPEAR TO COUNCIL:

No one appeared before the council.

MAYOR:

Employee of the Month

Mayor P. Dwyer announced this month’s Employee of the Month as Rhonda Culpitt, Administrative Assistant at the Police Department.

Monthly Update

In P. Dwyer’s update to the council, he said that a lot of time this month has been spent focusing on the budget process. He reminded the council that there is a new addition to the city staff this month, Charlie Handy, as the new zoning administrator. No action taken.

ACCEPTANCE OF MONTHLY REPORTS:

Motion by D. Peterson, second by M. Koel, to accept the following reports:

- City Administrator Monthly Report**
- Zoning Department Monthly Report**
- Public Safety Monthly Report**
- Tomah Public Library Monthly Report**
- Senior & Disabled Services Department Monthly Report**

There was no further discussion. Motion carried.

CONSENT AGENDA:

Motion by S. Zabinski, second by J. Glynn, to approve the following consent agenda: Motion carried.

Approval of Minutes from September 16, 2025

Approval: Special Beer Permit Application by Bluff and Ridge Equine Assisted Therapies for 2nd Annual Cowboy Christmas Fundraiser on November 15, 2025.

Approval: Application of Class “A” Beer Fermented Malt Beverage License and “Class A” Liquor License for Hansen’s IGA Inc.

COMMITTEE OF THE WHOLE

Approval: Budget Amendment Recreation Park Repair and Maintenance from Insurance Recoverable

Motion by T. Scholze, second by D. Peterson to approve the budget amendment for Recreation Park repair and maintenance from Insurance Recoverable. Motion carried.

Approval: Resolution for the Payment of Monthly Bills

Motion by M. Koel, second by S. Zabinski to approve the resolution for the payment of monthly bills. Motion carried

APPOINTMENTS:

Appointment to Parks and Recreation Commission

P. Dwyer struck the agenda item from the meeting as he has not yet heard back from the individuals he asked to become potential commission members. No action taken.

ADJOURN:

Adjourn to Closed session Pursuant to Wis Stat § 19.85(1):

Motion by D. Peterson, second by M. Koel, to adjourn to closed session under Wis Stat § 19.85(1) as listed on the agenda. Motion carried. Meeting adjourned to closed session at 6:35 p.m.

(1) Any meeting of a governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section. The motion shall be carried by a majority vote in

Common Council – October 20, 2025

such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific exemption or exemptions under this subsection by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

-Deliberation: Police Union collective bargaining agreement.
No action taken.

-Approval: Negotiation of the purchase of Property A.
No action. Taken

-Approval: Negotiation of the purchase of Property B.
No action taken.

Reconvene to open session pursuant to Wis. Stat. 19.85:

Motion by J. Glynn, second by N. Pater to reconvene to open session at 8:32 p.m. Motion carried.

(3) Nothing in this subchapter shall be construed to authorize a governmental body to consider at a meeting in closed session the final ratification or approval of a collective bargaining agreement under subch. I, IV, or V of ch. 111 which has been negotiated by such body or on its behalf.

-Approval: Police Union collective bargaining agreement.

Motion by M. Koel, second by D. Peterson to approve the police union collective bargaining agreement authorizing Attorney Precour to add language into the agreement after it is approved by the police union. Motion carried.

Adjourn Meeting

Motion by N. Pater, second by D. Peterson, to adjourn the meeting at 8:34 p.m. Motion carried.

Respectfully submitted,

Nicole Jacobs, City Clerk

RESOLUTION NO : _____

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

Be it resolved by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

1. Pre-Paid Checks:	2025	\$86,627.68	Check #'s:	147982	147985
2. Payroll:		\$470,935.66	Dir Dep #'s:	9307719	9308295
3. Wire/ACH Transfers:		\$1,060,173.44			
4. Invoices:		\$85,289.86			
Total:		<u>\$1,703,026.64</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

November 10, 2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
3RT NETWORKS							
2131	3RT NETWORKS	CW38257	CITY HALL MONTHLY BILLING NOVEM	11/05/2025	01-51450-2900 COMPUTER SERVICE	3,390.00	
2131	3RT NETWORKS	CW38258	CITY HALL MONTHLY BILLING NOVEM	11/05/2025	01-51450-2900 COMPUTER SERVICE	4,719.75	
Total 3RT NETWORKS:						8,109.75	
ABBY VANS INC.							
2602	ABBY VANS INC.	23133	HOURS X 49.10	11/06/2025	11-53520-3400 SHARED RIDE OPERA	97,416.86	
2602	ABBY VANS INC.	23133	MINUS PASSENGER REVENUE	11/06/2025	11-46350 MASS TRANSIT FARES	20,236.75-	
Total ABBY VANS INC.:						77,180.11	
Grand Totals:						85,289.86	

Dated: _____

Mayor: _____ Dwyer, Paul

City Council: _____ Glynn, John

Pater, Nellie

Peterson, Dean

Devine, Patrick

Scholze, Travis

Koel. Mitch

Yarrington, Richard

Zabinski, Shawn

CITY OF TOMAH

Check Register - Print Check Register - For Council Approval

Page: 1

Check Issue Dates: 12/4/2020 - 10/23/2025

Nov 06, 2025 02:09PM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
147982										
10/25	10/23/2025	147982	2131	3RT NETWORKS	CW38066	1	01-51450-2900	.00	1,001.01	1,001.01
10/25	10/23/2025	147982	2131	3RT NETWORKS	CW38107	1	01-51450-2900	.00	4,719.75	4,719.75
10/25	10/23/2025	147982	2131	3RT NETWORKS	CW38109	1	01-51450-2900	.00	3,390.00	3,390.00
Total 147982:								.00		9,110.76
147983										
10/25	10/23/2025	147983	2602	ABBY VANS INC.	23130	1	11-53520-3400	.00	93,509.97	93,509.97
10/25	10/23/2025	147983	2602	ABBY VANS INC.	23130	2	11-46350	.00	18,954.50-	18,954.50-
Total 147983:								.00		74,555.47
147984										
10/25	10/23/2025	147984	275	GHD SERVICES INC	340-0163029	1	01-53630-2100	.00	2,761.45	2,761.45
Total 147984:								.00		2,761.45
147985										
10/25	10/23/2025	147985	1557	LEXISNEXIS RISK DATA MANAG	1100209962	1	01-51520-2900	.00	200.00	200.00
Total 147985:								.00		200.00
Grand Totals:								.00		86,627.68

M = Manual Check, V = Void Check

Dated: _____

Mayor: _____ Dwyer, Paul

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Devine, Patrick

_____ Scholze, Travis

_____ Koel, Mitch

_____ Yarrington, Richard

_____ Zabinski, Shawn



819 SUPERIOR AVE
TOMAH, WI 54660
608-374-7420

LICENSE CHECKLIST

DATE: 04/15/2025 BUSINESS ACCOUNT: 284
BUSINESS NAME: Tomah American Legion Post 201
LEGAL BUSINESS NAME: Elmer W Grassman Post No. 201
BUSINESS ADDRESS: 800 Wisconsin Ave, Tomah, WI 54660
PHONE: 608-372-6028 EMAIL: finance1.tomahal@outlook.com

LICENSES REQUIRED (please check all that apply)

- ☒ \$100.00 CLASS "B" FERMENTED MALT LICENSE = \$100.00
- ☐ \$50.00 CLASS "B" FERMENTED MALT (6 MONTHS LICENSE) = _____
- ☒ \$500.00 "CLASS B" LIQUOR LICENSE = \$500.00
- ☐ \$200.00 CLASS "A" FERMENTED MALT LICENSE = _____
- ☐ \$400.00 "CLASS A" LIQUOR LICENSE = _____
- ☐ \$100.00 "CLASS C" WINE LICENSE = _____
- ☐ \$50.00 CIGARETTE/TOBACCO/ELECTRONIC VAPING LICENSE = _____
- ☒ \$55.00 INDOOR CABARET LICENSE = \$55.00
- ☐ \$55.00 OUTDOOR CABARET LICENSE = _____
- ☐ \$85.00 INDOOR/OUTDOOR CABARET LICENSE = _____
- ☒ \$20.00/each AMUSEMENT OPERATED DEVICES (#10) X \$20.00/ea. = \$200.00
- ☐ \$10.00/each BOWLING ALLEY (#____) X \$20.00/ea. = _____
- ☒ \$12.00 PUBLICATION FEE = \$12.00

TOTAL DUE = \$867.00

FOR OFFICIAL USE ONLY

Amount Paid: _____ Receipt Number: _____
Processed by: _____ Date: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application of Class “B” Beer Fermented Malt Beverage License and “Class B” Liquor License Renewal for Elmer W. Grassman Post No. 201 DBA Tomah American Legion Post 201 at 800 Wisconsin Ave., Tomah, WI

Summary and Background Information:

(Appropriate Documentation Attached)

Tomah American Legion, located at 800 Wisconsin Ave in Tomah, has applied for renewal of their Class “B” Beer and “Class B” Liquor Licenses for the license period expiring June 30, 2026.

Fiscal Note:

Total revenue generated to the City of Tomah by the issuance of this license, which includes an Indoor Cabaret License, Amusement Device permits, and publication fee, will be \$867.

Recommendation:

The license application and background checks have been reviewed and completed. It is requested that the Committee of the Whole recommend the Common Council approve the issuance of the alcohol license for the license period expiring June 30, 2026.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: November 10 & 17, 2025

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application of Class “B” Beer Fermented Malt Beverage License and “Class B” Liquor License for FushCo, LLC DBA Brick Sip Haus at 800 Superior Ave, Tomah, WI.

Summary and Background Information:

(Appropriate Documentation Attached)

FushCo, LLC DBA Brick Sip Haus, located at 800 Superior Ave in Tomah, has applied for a Class “B” Beer and a “Class B” Liquor License for the license period expiring June 30, 2026. The license was previously held by Brick Sip Haus, LLC.

Fiscal Note:

Total revenue generated to the City of Tomah by the issuance of this license, which includes an Indoor Cabaret License, business permit, and publication fee, will be \$667.

Recommendation:

The license application and background checks have been reviewed and completed. It is requested that the Committee of the Whole recommend the Common Council approve the issuance of the alcohol license for the license period expiring June 30, 2026.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: November 10 & 17, 2025



819 SUPERIOR AVE
TOMAH, WI 54660
608-374-7420

LICENSE CHECKLIST

DATE: 10/09/2025 BUSINESS ACCOUNT: _____
BUSINESS NAME: Brick Sip Haus
LEGAL BUSINESS NAME: FushCo LLC
BUSINESS ADDRESS: 800 Superior Ave, Tomah, WI 54660
PHONE: 608-303-3454 EMAIL: info@bricksiphaus.com

LICENSES REQUIRED (please check all that apply)

- ☒ \$100.00 CLASS "B" FERMENTED MALT LICENSE = \$100.00
- ☐ \$50.00 CLASS "B" FERMENTED MALT (6 MONTHS LICENSE) = _____
- ☒ \$500.00 "CLASS B" LIQUOR LICENSE = \$500.00
- ☐ \$200.00 CLASS "A" FERMENTED MALT LICENSE = _____
- ☐ \$400.00 "CLASS A" LIQUOR LICENSE = _____
- ☐ \$100.00 "CLASS C" WINE LICENSE = _____
- ☐ \$50.00 CIGARETTE/TOBACCO/ELECTRONIC VAPING LICENSE = _____
- ☒ \$55.00 INDOOR CABARET LICENSE = \$55.00
- ☐ \$55.00 OUTDOOR CABARET LICENSE = _____
- ☐ \$85.00 INDOOR/OUTDOOR CABARET LICENSE = _____
- ☐ \$20.00/each AMUSEMENT OPERATED DEVICES (#____) X \$20.00/ea. = _____
- ☐ \$10.00/each BOWLING ALLEY (#____) X \$20.00/ea. = _____
- ☒ \$12.00 PUBLICATION FEE = \$12.00

TOTAL DUE = \$667.00

FOR OFFICIAL USE ONLY

Amount Paid: _____ Receipt Number: _____
Processed by: _____ Date: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application of Class “B” Fermented Malt Beverage License and “Class B” Liquor License Transfer for Cancun Bay LTD from 1422 Superior Ave to 701 E Clifton St Suite #2, Tomah, WI.

Summary and Background Information:

(Appropriate Documentation Attached)

Cancun Bay LTD, which will be located at 701 E Clifton St Suite #2 in Tomah, has applied for a Class “B” Beer and a “Class B” Liquor License Transfer for the license period expiring June 30, 2026. The licensed premises was previously 1422 Superior Ave, Tomah, WI.

A retail licensee may transfer a retail alcohol beverage license issued from one premises to another within the same municipality with approval by the municipal governing body.

Fiscal Note:

Total revenue generated to the City of Tomah by the issuance of this license, which includes the transfer fee and the publication fee, will be \$22.

Recommendation:

The license application and background checks have been reviewed and completed. It is requested that the Committee of the Whole recommend the Common Council approve the issuance of the alcohol license for the license period expiring June 30, 2026.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: November 10 & 17, 2025

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Application of Reserve Class “B” Liquor License and “Class B” Fermented Malt Beverage License for Pachos LLC at 1422 Superior Avenue, Tomah, WI.

Summary and Background Information:

(Appropriate Documentation Attached)

Pachos LLC, which will be located at 1422 Superior Ave in Tomah, has applied for a Reserve Class “B” Liquor License and a “Class B” Fermented Malt Beverage License expiring June 30, 2026.

State law restricts the number of "Class B" Liquor licenses each municipality may issue. Each municipality maintains its own quota. Reserve "Class B" licenses are additional licenses that a municipality gained due to population growth, annexation, detachment, or license transfers.

A municipality's quota is the number of regular "Class B" Liquor licenses plus the number of Reserve "Class B" liquor licenses the municipality is authorized to issue. In addition to our regular quota of 18, the City of Tomah is only authorized to issue two reserve “Class B” Liquor licenses.

Fiscal Note:

Total revenue generated to the City of Tomah by the initial issuance of this license will be \$10,000. The annual renewal fee for a reserve license is the same fee charged for a regular license.

Recommendation:

The license application and background checks have been reviewed and completed. It is requested that the Committee of the Whole recommend the Common Council approve the issuance of the alcohol license for the license period expiring June 30, 2026.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: November 10 & 17, 2025



819 SUPERIOR AVE
TOMAH, WI 54660
608-374-7420

LICENSE CHECKLIST

DATE: 10/30/2025 BUSINESS ACCOUNT: _____
BUSINESS NAME: _____
LEGAL BUSINESS NAME: Pachos LLC
BUSINESS ADDRESS: 1422 Superior Ave, Tomah, WI 54660
PHONE: 608-860-5205 EMAIL: N/A

LICENSES REQUIRED (please check all that apply)

☒ \$100.00 CLASS "B" FERMENTED MALT LICENSE = _____
☐ \$50.00 CLASS "B" FERMENTED MALT (6 MONTHS LICENSE) = _____
☒ \$10,000.00 "CLASS B" RESERVE LIQUOR LICENSE = \$10,000
☐ \$200.00 CLASS "A" FERMENTED MALT LICENSE = _____
☐ \$400.00 "CLASS A" LIQUOR LICENSE = _____
☐ \$100.00 "CLASS C" WINE LICENSE = _____
☐ \$50.00 CIGARETTE/TOBACCO/ELECTRONIC VAPING LICENSE = _____
☐ \$55.00 INDOOR CABARET LICENSE = _____
☐ \$55.00 OUTDOOR CABARET LICENSE = _____
☐ \$85.00 INDOOR/OUTDOOR CABARET LICENSE = _____
☐ \$20.00/each AMUSEMENT OPERATED DEVICES (#____) X \$20.00/ea. = _____
☐ \$10.00/each BOWLING ALLEY (#____) X \$20.00/ea. = _____
☒ \$12.00 PUBLICATION FEE = \$12.00

TOTAL DUE = \$10,012.00

FOR OFFICIAL USE ONLY

Amount Paid: _____ Receipt Number: _____
Processed by: _____ Date: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Secondhand Article & Jewelry Dealer Licenses Application for Antique Mall of Tomah

Summary and Background Information:

(Appropriate Documentation Attached)

Carolyn Habelman with Antique Mall of Tomah has applied for a Secondhand Article Dealer License and a Secondhand Jewelry Dealer License for the premise at 1510 Eaton Ave, Tomah, WI 54660, for the licensing period of January 1, 2025 through December 31, 2025.

Fiscal Note:

The City receives \$27.50 for the Secondhand Article Dealer License and \$30.00 for the Secondhand Jewelry License for a total of \$57.50.

Recommendation:

The application has been completed and reviewed. It is requested that the Committee of the Whole recommend the Common Council approve the Secondhand Article and Jewelry Dealer licenses as requested.

Respectfully submitted by:

Mindy Scholze

Committee: Committee of the Whole & Common Council

Meeting Date: December 16 & 17, 2024

Resolution No. _____

City of Tomah

Approval of Changes to the City of Tomah Functional
Classification System

WHEREAS the City of Tomah Urban Area (UA) was designated by the 2020 US Census; and

WHEREAS the Urban Area Boundary was adjusted and approved by the Wisconsin Department of Transportation (WisDOT) and the Federal Highway Administration (FHWA); and

WHEREAS functional classification is the method by which roads and streets are categorized based on the levels of mobility and access they provide; and

WHEREAS functional classification of a road or street has a bearing on federal transportation funding eligibility, and

WHEREAS FHWA and WisDOT have developed guidance for functional classification of roads and streets; and

WHEREAS WisDOT periodically reviews and updates to the functional classification system of roads and streets throughout the state; and

WHEREAS these recommended functional classification changes were developed through joint review by UA officials and WisDOT planning staff; and

WHEREAS these recommended changes have been reviewed by the City of Tomah Common Council and

WHEREAS documents showing the recommended changes are attached; and

WHEREAS the Wisconsin Department of Transportation will, after local approval of the recommended FC changes, approve the changes and submit them to FHWA for final approval; and

WHEREAS the approved final FC map will be made available to City of Tomah after FHWA final approval; and

WHEREAS the new functional classifications will supersede the existing functional classifications in the urban area;

BE IT THEREFORE RESOLVED that the City of Tomah Common Council hereby approves all recommended functional classifications:

Passed by a _____ vote of the Tomah City Council on _____.

Paul Dwyer, Mayor

Nicole Jacobs, City Clerk

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, October 22, 2025 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by John Glynn

Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmJLVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile

+13092053325,,2708608080#,,,,*206751# US

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (P), Patrick Devine (A), Brian Rice (P), Kerwin Greeno (A), Mayor Paul Dwyer (P), Mitch Koel (A)

Also present, Director Brandy Leis, Jeff Marten, Chad Richmond, Brian Berquist and Nik Dorava.

Approve Minutes

Motion by Peterson and seconded by Rice to approve September minutes. All ayes. Motion carried.

Discussion Items

1. Airport Update

Steve Austin was unable to attend but provided Director Leis with the following updates. Expressed the importance of adding a threshold and the significance the airport in Tomah has on the community and businesses.

2. Approval: Functional Classification Update

Brian Berquist from Town & Country spoke on the Functional Classification Update. Every 5-10 years the State of WI looks at the functional classifications and makes changes. This doesn't have any change on the city but the State is required to gain approval by the city.

Motion by Peterson and seconded by Dwyer to recommend to Council for Approval. All ayes. Motion carried.

3. Discussion: Influent Pumps

Director Leis addressed the rebuild of influent pumps vs. the purchase of new influent pumps. No action needed.

4. Discussion: Land Discussion

Director Leis spoke on an opportunity of land that will be discussed further at Council in November.

5. Discussion: Galvanized Services Line Required to Replace (GRR)

Brian Berquist from Town & Country gave an update on the Annual resubmittal request required by the DNR. By 2027 every utility needs to submit a plan to the DNR and EPA of how they plan to replace the 10 private side laterals in our system by 2037. No action at this time.

6. Project Updates

Minutes will be approved at

PWC meeting.

Nik Doroava ground water testing for the superior water main loop was done and hope to see results in a few weeks.

7. Approval: Payment Request #149 – 2025 Lake Forebay Project

Motion by Dwyer and seconded by Peterson to approve payment request as presented. All ayes. Motion carried.

8. Approval: Payment Request #143 – King – Kilbourn

Motion by Dwyer and seconded by Peterson to approve payment request as presented. All ayes. Motion carried.

9. Payment of Monthly Water & Sewer Bills

Motion by Peterson and seconded by Rice to approve the water bills as presented. All ayes. Motion carried.

Motion by Peterson and seconded by Dwyer to approve the sewer bills as presented. All ayes. Motion carried.

10. Departmental Reports

a. Water

October's average daily pumpage is 980,000 gallons per day. Finished fall water main flush and hydrant maintenance have started. Advanced Testing has finished up the last of the big meters and cross connection. Lane Tank finished power washing the tower and is looking good.

b. Sewer

The plant received average flow of 1.1MGD last month. Working on fall maintenance around the plant and getting things ready for the winter months. Annual sewer flushing has been completed, and we are close to completing our sewer jetting for the year. Sewer main project on King Street has been completed.

c. Public Works

Joe Kube was absent, Director Leis gave a report on behalf of Joe Kube. Kilbourn is complete and black-topped. Street sweeper is out along with the leaf vac. Concrete lifting is in full swing. Directors Report

11. Spending some extra time at the street department. Lake dredging is complete. Busy working on the budget for Public Works & Utilities. Working on fixing the colling issue in the Public Works/Utilities office.

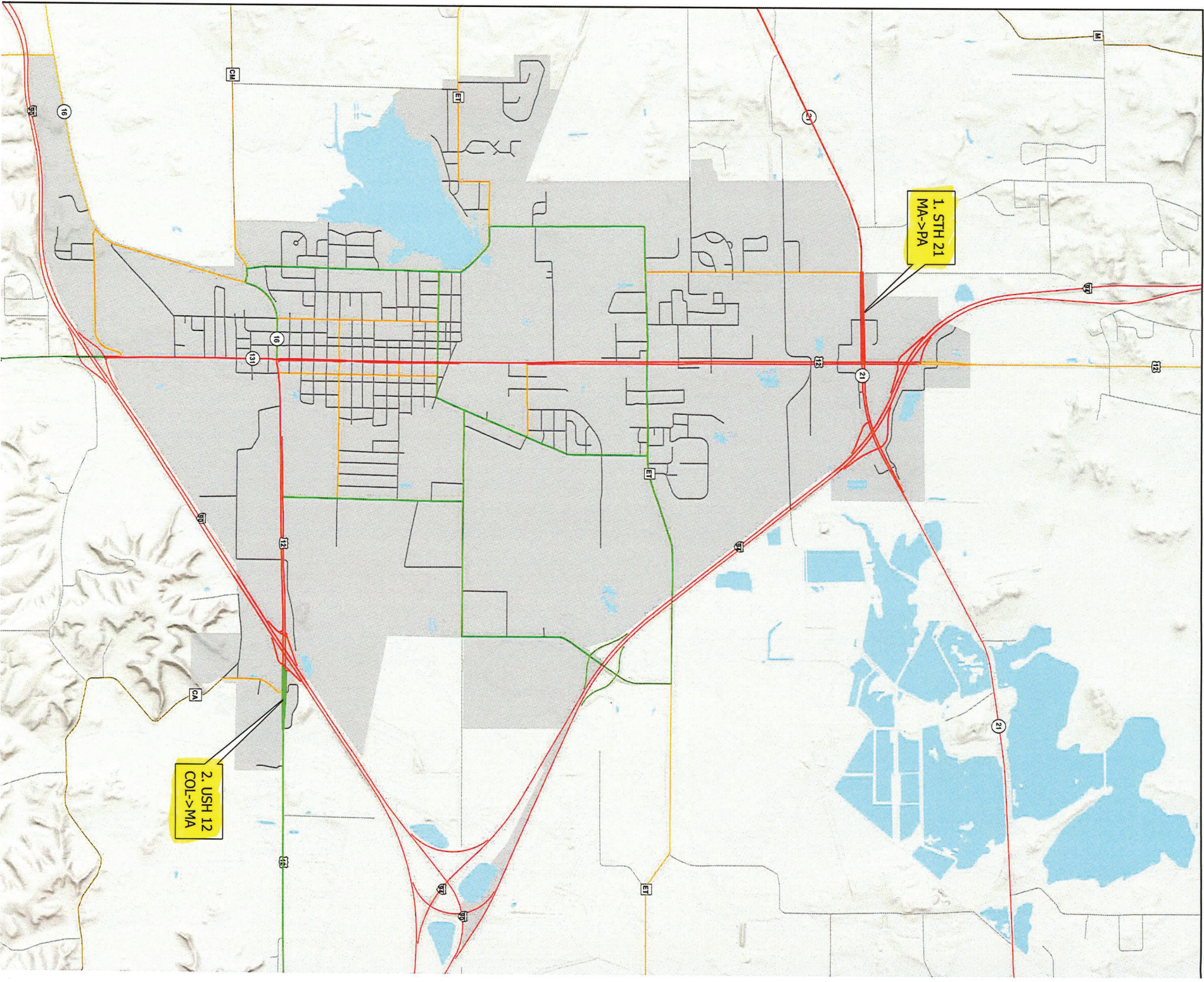
Next meeting will be held on Wednesday November 19, 2025 at 5:30 PM

Adjourn

Motion by Dwyer and seconded by Peterson to adjourn the meeting at 6:12 PM. All ayes. Motion carried.

24

Functional Classification - Recommended Changes



RECOMMENDED FUNCTIONAL CLASSIFICATION CHANGES

WisDOT Region:	South West (SW)
County:	Monroe
Urban(ized) Area:	Tomah
Population:	9,818

Urban Area:
TOMAH

Starting Mileage:

IH	PA	MA	COL	LOC
1.74	6.93	10.73	8.35	49.72

TOTAL
77.47

[illegible]

Change:

0	0.49	-0.14	-0.35	0
---	------	-------	-------	---

End Mileage:

1.74	7.42	10.59	8	49.72
------	------	-------	---	-------

77.47

End %:
desirable range

2.2%	9.6%	13.7%	10.3%	64.2%
1% - 3%	4% - 11%	7% - 14%	3% - 16%	62% - 74%

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Final Reimbursement of Façade Improvement Grant Program Application 1-2025 (The Crow Bar)

Summary and Background Information:

Application 1-2025 has completed the project that was previously approved by the City Council and is ready for final reimbursement. The amount approved by City Council was \$5,265.00 or 75% of the total project cost, whichever is less. The project was completed as presented to the City Council, see attached photographs.

Recommendation From: City Administrator

Minutes Attached:

Yes ☐ No ☒

Budget Account: Tax Increment District 8 Fund

Fiscal Impact: Reduction in FY2025 TID 8 Fund by \$5,265.00.

Staff Responsible for implementation: Director of Economic Development and Zoning

Economic Impact: This grant program seeks to support Operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic strategic priorities listed in Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None.

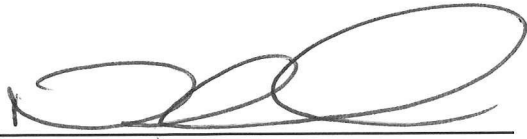
Supports Organizational Goals:

Yes ☒ No ☐

Questions from City Administrator: None.

Grants Pursued/Opportunity Pursued: Façade Improvement Grant Program

Recommendation: A motion to approve the reimbursement should read, “Motion to approve reimbursement of Façade Improvement Grant Program Application 1-2025 in the amount of \$5,265.”



City Administrator

2025 11/14

Date

N/A

Department Director

Date

Committee: Common Council
Meeting Date(s): 17 November 2025

(No subject)

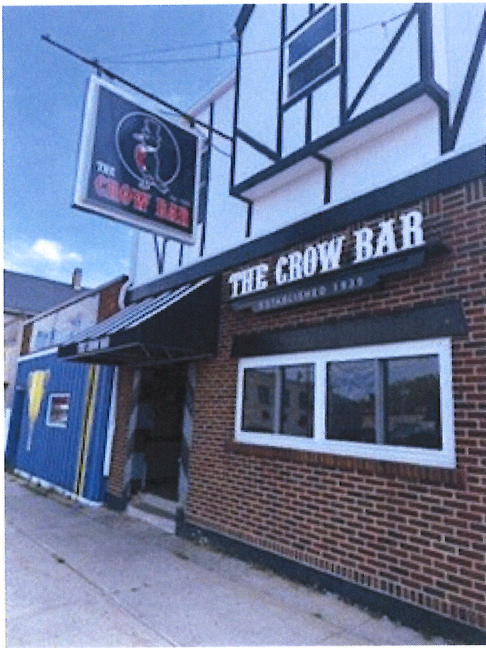
From Nicholas Morales <nmorales@tomahwi.gov>

Date Thu 11/13/2025 5:44 PM

To Nicholas Morales <nmorales@tomahwi.gov>













Sent from my iPhone

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Final Reimbursement of Façade Improvement Grant Program Application 2-2025 (The Bank Bar)

Summary and Background Information:

Application 2-2025 has completed the project that was previously approved by the City Council and is ready for final reimbursement. The amount approved by City Council was \$10,000 or 75% of the total project cost, whichever is less. The project was completed as presented to the City Council, see attached photographs. The total project cost was \$13,095. The reimbursable amount is \$9,821.25.

Recommendation From: City Administrator

Minutes Attached:

Yes ☐

No ☒

Budget Account: Tax Increment District 8 Fund

Fiscal Impact: Reduction in FY2025 TID 8 Fund by \$10,000.00.

Staff Responsible for implementation: City Administrator

Economic Impact: This grant program seeks to support Operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic strategic priorities listed in Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None.

Supports Organizational Goals:

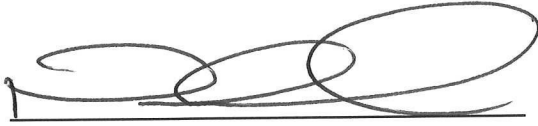
Yes ☒

No ☐

Questions from City Administrator: None.

Grants Pursued/Opportunity Pursued: Façade Improvement Grant Program

Recommendation: A motion to approve the reimbursement should read, “Motion to approve reimbursement of Façade Improvement Grant Program Application 2-2025 in the amount of \$9,821.25.”



City Administrator

20251114

Date

N/A

Department Director

Date

Committee: Common Council
Meeting Date(s): 17 November 2025

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Final Reimbursement of Façade Improvement Grant Program Application 3-2025 (All Things Amish and More)

Summary and Background Information:

Application 3-2025 has completed the project that was previously approved by the City Council and is ready for final reimbursement. The amount approved by City Council was \$10,000 or 75% of the total project cost, whichever is less. The project was completed as presented to the City Council, see attached photographs. The total cost of the project was \$15,000.

Recommendation From: City Administrator

Minutes Attached:

Yes ☐ No ☒

Budget Account: Tax Increment District 8 Fund

Fiscal Impact: Reduction in FY2025 TID 8 Fund by \$10,000.00.

Staff Responsible for implementation: City Administrator

Economic Impact: This grant program seeks to support Operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic strategic priorities listed in Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None.

Supports Organizational Goals:

Yes ☒ No ☐

Questions from City Administrator: None.

Grants Pursued/Opportunity Pursued: Façade Improvement Grant Program

Recommendation: A motion to approve the reimbursement should read, “Motion to approve reimbursement of Façade Improvement Grant Program Application 1-2025 in the amount of \$10,000.”



City Administrator

20251114

Date _____

N/A

Department Director

Date _____

Committee: Common Council
Meeting Date(s): 17 November 2025



(No subject)

From Nicholas Morales <nmorales@tomahwi.gov>

Date Fri 11/14/2025 1:42 PM

To Nicholas Morales <nmorales@tomahwi.gov>







Sent from my iPhone

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Façade Improvement Grant Program Application 5-2025 (Strike Zone/Pizones)

Summary and Background Information:

Strike Zone has applied for a Façade Improvement Grant for a project that involves painting and tuckpointing. Estimated project cost is \$12,750. Reimbursable amount would be \$9,562.50. The applicant has submitted all required materials, the project conforms to the grant stipulations, and the grant program has the available funds for this project.

Recommendation From: City Administrator

Minutes Attached:

Yes ☐ No ☒

Budget Account: Tax Increment District 8 Fund

Fiscal Impact: Reduction in FY2025 TID 8 Fund by \$9,562.50.

Staff Responsible for implementation: City Administrator

Economic Impact: This grant program seeks to support Operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic strategic priorities listed in Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None.

Supports Organizational Goals:

Yes ☒ No ☐

Questions from City Administrator: None.

Grants Pursued/Opportunity Pursued: Façade Improvement Grant Program

CITY OF TOMAH, WI TAX INCREMENTAL FINANCING FACADE IMPROVEMENT GRANT PROGRAM - EVALUATION CHECKLIST				
Line No.	Requirement	Yes	No	N/A Notes
1A	Is the applicant a downtown property owner of a commercial, industrial, multi-family (4+ units) residential, or mixed use structure?	X		
1B	If not one of the above, is the applicant a non-residential building tenant with leases of more than three years in length?			X
2	If the applicant is 1B, do they have property owner approval?			X
3	If the applicant is 1B, is the property located within the downtown area?			X
4	Is the applicant in a structure other than a single-family or duplex residence, regardless of the owner or renter occupancy?	X		
5	Is the applicant a taxable entity?	X		
6	Is the amount the applicant is requesting no more than 75% of the total project cost?		X	Requesting \$10,000 out of \$12,750 or 78%. Applicant is only eligible for \$9,562.50.
7	Is the applicant requesting no more than \$10,000 per property eligible for exterior improvements?	X		
8	Has the applicant documented the sources of all matching funds?		X	
9	Are all matching funds from the applicant from non-City sources?		X	
10	Is the project to improve a street-facing exterior/facades, or those the City finds to be substantially similar?	X		
11	The improvements are generally not tenant specific.	X		
12	The improvements are likely to benefit/serve future building occupants.	X		
13	If an alley-facing exterior/façade, does the façade include a publicly accessible building entrance.			X
14	All eligible costs are for improvements to the structure and comply with City of Tomah Municipal Ordinance and the Downtown Design Standards Handbook (Section 52-42 of the Zoning Ordinance.		X	
15	Renovations not previously approved by the City of Tomah	X		
16	Renovations have not started prior to receiving final approval of the grant request.	X		
List of Eligible Costs				
	Restoration of documented historic elements			
	Masonry repair, tuckpointing, and cleaning			
	Balconies and decks			
	Doors and entrances			
	Window repair or replacement			
	Painting			
	Business signage			
	Awnings			
	Lighting			
	Murals			
	Professional installation and labor costs			
	Professional design services			
	Ineligible Expenses			
	Roofing or roof repairs			
	Tinted windows			
	Electric signs			
	Security systems			
	Paving			
	Landscaping			
	New building construction			
	Land Acquisition			
	Operating equipment			
	Furnishings			
	Inventory			
	Operating expenses			

Rauvola Masonry Inc

22021 Aspen Ave, Warrens WI 54666

Date: 10-8-25

Estimate Proposal Invoice

X

Project Id: 202539

Project:

Strike Zone
C/O Bruce
Tomah WI

Quan. Description:

Per: Extended

	Labor and materials for building facade brick joint repairs. South facing wall above restaurant, and minor pointing work above awning street side above bowling ally.		\$4150.00

Total :

\$4,150.00

Not a guaranteed fix, but 2 days of our best guesses on leaking areas.

\$ 4,600⁰⁰ Paul
Paint

10/27/25

Estimate

Quote for front of strikezone
and side of Pizones

Paul's Procoat LLC

Painting for strikezone & Pizones Est.

Quote for front of strikezone

\$2850

Quote for side of Pizones

\$1775

* Price may vary slightly
depending on material cost of
2026 year

- Paul Vender

(508) 344-1530

Please add
to strikezone
~~facade~~
file

Recommendation: A motion to approve the reimbursement should read, “Motion to approve Façade Improvement Grant Program Application 5-2025 in the amount of \$9,562.50 or 75% of the final project cost, whichever is less.”



City Administrator

20251114

Date

N/A

Department Director

Date

Committee: Common Council
Meeting Date(s): 17 November 2025

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Façade Improvement Grant Program Application 6-2025 (Tomah Granite)

Summary and Background Information:

Tomah Granite has applied for a Façade Improvement Grant for a project that involves tuckpointing and door replacement. Estimated project cost is \$15,459.95. Reimbursable amount would be \$10,000. The applicant has submitted all required materials, the project conforms to the grant stipulations, and the grant program has the available funds for this project.

Recommendation From: City Administrator

Minutes Attached:

Yes ☐ No ☒

Budget Account: Tax Increment District 8 Fund

Fiscal Impact: Reduction in FY2025 TID 8 Fund by \$10,000.00.

Staff Responsible for implementation: City Administrator

Economic Impact: This grant program seeks to support Operation Phoenix (downtown revitalization), as well as to attract and retain business which is one of the four economic strategic priorities listed in Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None.

Supports Organizational Goals:

Yes ☒ No ☐

Questions from City Administrator: None.

Grants Pursued/Opportunity Pursued: Façade Improvement Grant Program

Recommendation: A motion to approve the reimbursement should read, “Motion to

approve Façade Improvement Grant Program Application 6-2025 in the amount of \$10,000 or 75% of the final project cost, whichever is less.”



City Administrator

20251114

Date

N/A

Department Director

Date

Committee: Common Council
Meeting Date(s): 17 November 2025

**CITY OF TOMAH, WI TAX INCREMENTAL FINANCING
FACADE IMPROVEMENT GRANT PROGRAM - EVALUATION CHECKLIST**

Line No.	Requirement	Yes	No	N/A	Notes
1A	Is the applicant a downtown property owner of a commercial, industrial, multi-family (4+ units) residential, or mixed use structure?	X			
1B	If not one of the above, is the applicant a non-residential building tenant with leases of more than three years in length?			X	
2	If the applicant is 1B, do they have property owner approval?			X	
3	If the applicant is 1B, is the property located within the downtown area?	X			
4	Is the applicant in a structure other than a single-family or duplex residence, regardless of the owner or renter occupancy?	X			
5	Is the applicant a taxable entity?	X			
6	Is the amount the applicant is requesting no more than 75% of the total project cost?	X			Requesting \$10,000 out of \$15,459.95 or 65%.
7	Is the applicant requesting no more than \$10,000 per property eligible for exterior improvements?	X			
8	Has the applicant documented the sources of all matching funds?	X			
9	Are all matching funds from the applicant from non-City sources?	X			
10	Is the project to improve a street-facing exterior/facade, or those the City finds to be substantially similar?	X			
11	The improvements are generally not tenant specific.	X			
12	The improvements are likely to benefit/serve future building occupants.	X			
13	If an alley-facing exterior/facade, does the facade include a publicly accessible building entrance.			X	
14	All eligible costs are for improvements to the structure and comply with City of Tomah Municipal Ordinance and the Downtown Design Standards Handbook (Section 52-42 of the Zoning Ordinance.	X			
15	Renovations not previously approved by the City of Tomah	X			
16	Renovations have not started prior to receiving final approval of the grant request.	X			
	List of Eligible Costs				
	Restoration of documented historic elements				
	Masonry repair, tuckpointing, and cleaning				
	Balconies and decks				
	Doors and entrances				
	Window repair or replacement				
	Painting				
	Business signage				
	Awnings				
	Lighting				
	Murals				
	Professional installation and labor costs				
	Professional design services				
	Ineligible Expenses				
	Roofing or roof repairs				
	Tinted windows				
	Electric signs				
	Security systems				
	Paving				
	Landscaping				
	New building construction				
	Land Acquisition				
	Operating equipment				
	Furnishings				
	Inventory				
	Operating expenses				





Joe Sagler 608-792-2695
7773 Dixie Rd - Tomah, WI 54660

PROPOSAL

To: Tomah Granite Company

215 Superior Ave

Tomah, WI 54660

Date: 8/26/25

Job Location:

Phone #

Sagler Masonry LLC will furnish the following:

Labor, materials and equipment to complete masonry joint restorations/tuck pointing on south wall of existing building.

Approx. 80' long and 16' high average height.

Project to include cutting out and replacing all cracked or damaged mortar joints. We will also attempt to remove all previous repairs done with caulk materials and replace with mortar to match existing colors.

All of the above work to be completed in a substantial and workmanlike manner according to standard practices for the sum of

Twelve Thousand Two Hundred Dollars

Dollars

\$12,200.00

Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Respectfully
submitted by:

Sagler Masonry LLC representative

Date:

ACCEPTANCE

Sagler Masonry LLC is hereby authorized to furnish per the above description, required to complete the work mentioned in the above proposal, for which you (as the owner/buyer) agree to pay the amount mentioned in this proposal and according to the terms listed above.

Accepted:

Owner/Buyer

Date:

Thank You



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SOY INK

Change color to black