



AGENDA FOR PARKS AND RECREATION COMMISSION

A Parks and Recreation Commission meeting will be held on
Monday, March 24, 2025 at 5:45 PM
in the **Council Chambers at City Hall 819 Superior Ave, Tomah WI 54660.**

Call to Order - Roll Call

Approval of the Minutes

1. January 2025 Minutes

Agenda Items

1. Act on Request for n.a.s.a. of Tomah to place Memorial and accessible picnic area in Butts Park
2. Act on Knowles-Nelson Stewardship Grant Application and Resolution
3. Tomah Parks and Recreation Program Report

Adjourn

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 Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MEETING MINUTES - CITY OF TOMAH

The City of Tomah **Parks & Recreation Commission (PRC)** met on Monday January 25, 2025 at 5:45p.m. in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call; present: Dir. Joe Protz, DeDe Nelson, Josephine Piper, Dean Peterson, Travis Scholze, Dustin Powell,

The following members were absent: Oak Moser, Shirley Galstad-Roh

Others in attendance: Nicholas Morales, Jason Stephenson, Ryan Brookman, James Piper

1. Act on Minutes of October 28, 2025, regular meeting. Motion by Peterson, second by Evans, to accept the minutes of October 28, 2024, regular meeting. Motion approved.

2. Request from Tomah Youth Baseball Club Inc. to fundraise for building to be placed at the City of Tomah Athletic Complex.: Motion by Peterson, second by Nelson, for Dir Protz to work with Tomah Youth Baseball Club Inc. and authorize the club to fundraise and to bring back designs and final location. Motion carried.

3. Review Self Service Kayak Concession Agreement: Motion by Evans, second by Peterson, to recommend to City Council the Contract Agreement between the Tomah Parks and Recreation Department and the self-serve kayak rental unit from Surf Shack. Motion carried.

4. Tomah Parks and Recreation Program Report: Dir Protz reviewed the monthly Program report.

The Meeting was adjourned at 5:59 PM. Next regular meeting to be held Monday, March 24, 2025, @ 5:45PM, at City Council Chambers.

Respectfully Submitted: Dede Nelson, January 26, 2025.

COMMISSION MEETING REPORT

Agenda Item: Act on Request for n.a.s.a. of Tomah to place a memorial and accessible picnic area in Butts Park.

Summary and Background Information:
(appropriate documentation attached)-

See enclosed proposal

This would be a great addition to the park system, by providing an accessible area closer to Lake Tomah and the n.a.s.a. pontoon and fishing pier.

Fiscal Note: n.a.s.a. of Tomah would cover the total cost of the project.

Recommendation:
Act on Request



Joe Protz, Director

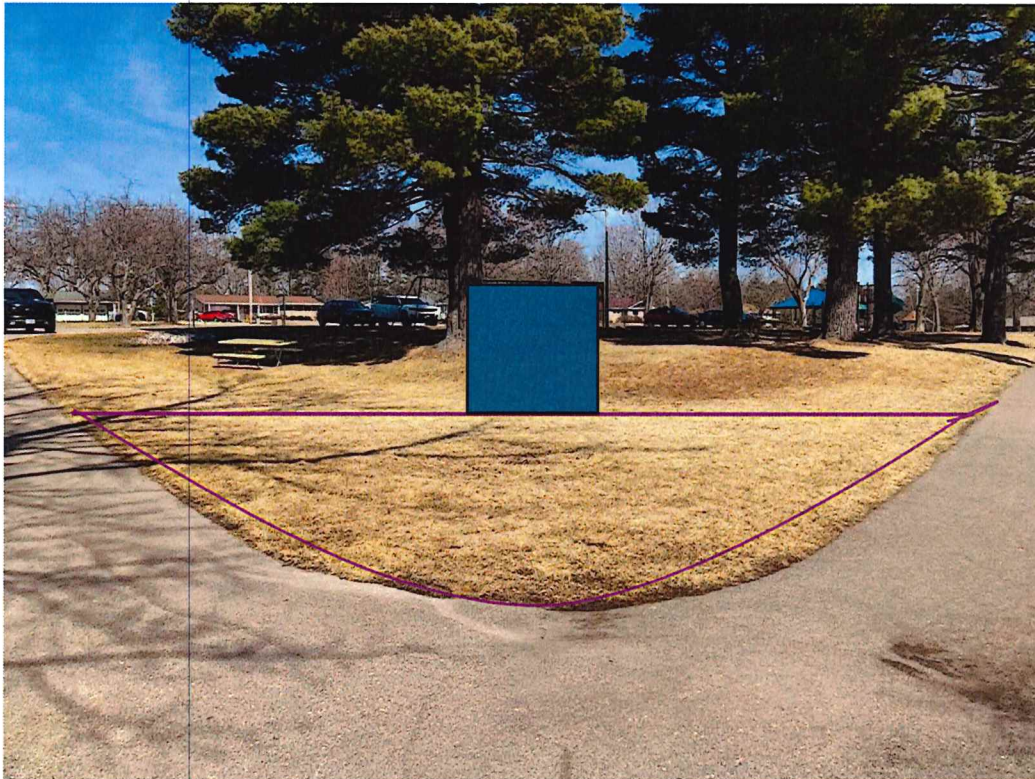


Date



The area to the left is the spot being considered for a cement slab for the Tranquility Oasis.

It would feature accessible picnic tables for sitting near the lagoon and looking out onto the lake.



The area inside the purple lines would be cemented under the plan. Picnic tables would be located there. The blue square represents the location of a granite slab memorial. Names of loved ones would be placed on it. Already several people have donated to nasa for a memorial.

COMMISSION MEETING REPORT

Agenda Item: Act on Knowles-Nelson Stewardship Local Assistance Grants, Land and Water Conservation Fund Program and Federal Recreational Trails Program Combined Grant Application and authorization of resolution.

Summary and Background Information:

(appropriate documentation attached)-

The Wisconsin Department of Natural Resources provides grant opportunities for municipalities to apply for funding for Recreational Trails. The **Knowles-Nelson Stewardship Local Assistance Grants, Land and Water Conservation Fund Program and Federal Recreational Trails Program Combined Grant Application** is 50/50 matching funds. The grant application is due annually on May 1st. Town and Country Engineering is working on a grant application at no charge. To apply for the grant, a resolution (see draft example) by the city must complement the grant application. Director Protz is seeking Park Board approval to finalize the grant application by recommending to the City Council to sign a Resolution authorizing the City of Tomah to file the application to the DNR and to follow the guidelines of the Grant.

Fiscal Note: The cost for the trail project is estimated at a total of \$950,000.00 (see estimate and map). The City of Tomah match would be \$475,000.00. Currently in the City of Tomah Capital Improvement plan \$635,000.00 has been proposed for the 2026 budget for the proposed Recreation Trail.

Recommendation: Act on Request.



Joe Protz, Director

3-19-2023
Date

WHEREAS, the City of Tomah is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application (constructing a multi-use path); and

WHEREAS, financial aid is required to carry out the project.

THEREFORE, BE IT RESOLVED, that the City of Tomah has budgeted a sum sufficient to complete the project or acquisition and

HEREBY AUTHORIZES ____name_____, _____title_____ to act on behalf of the City of Tomah to:

Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available.

Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date.

Submit signed documents; and

Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Tomah will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting, and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

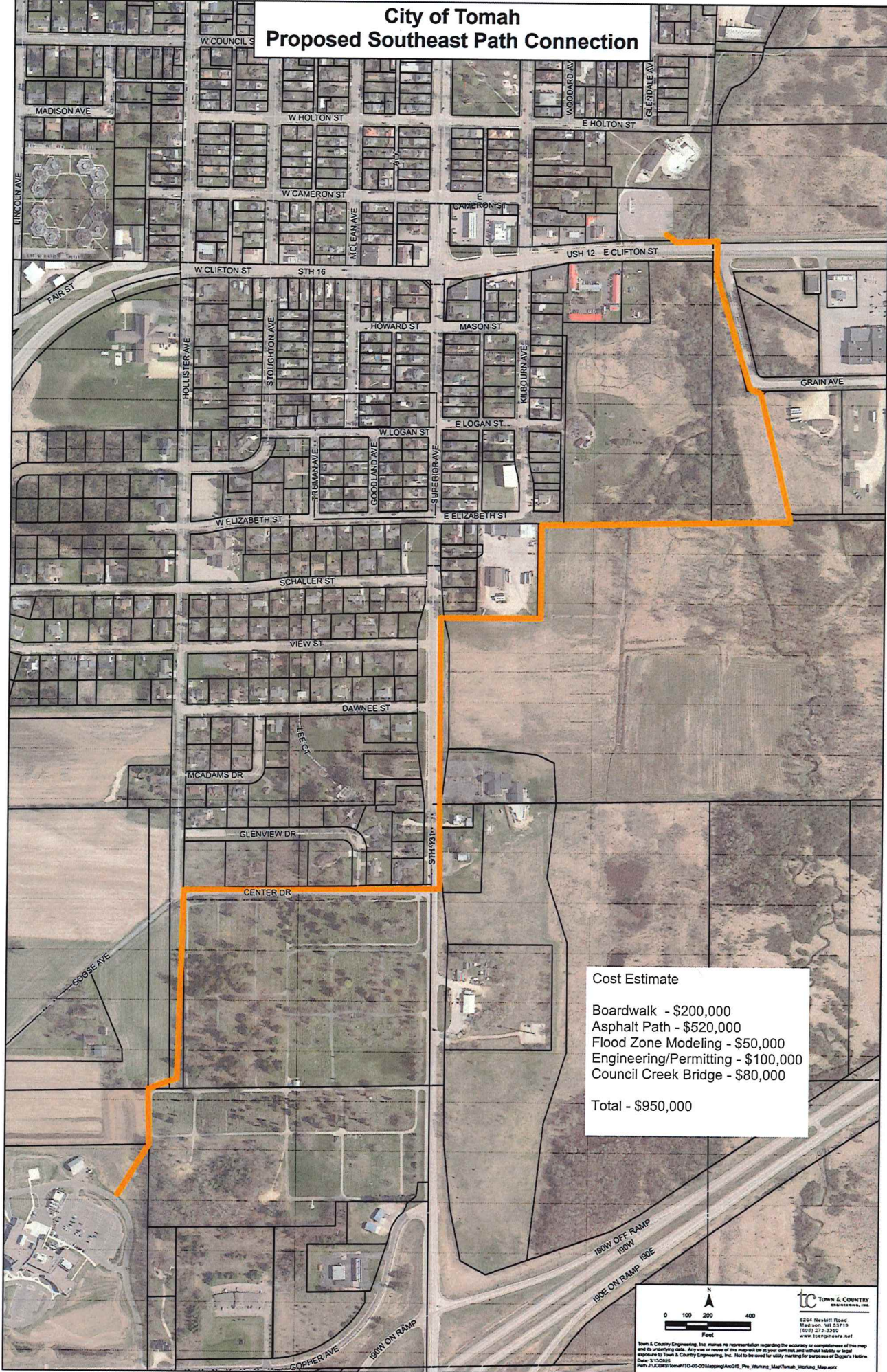
Adopted this _____ day of _____, 20_____.

I hereby certify that the foregoing resolution was duly adopted by the City of Tomah at a legal meeting on this _____ day of _____, 20_____.

Authorized Signature: _____ Title: _____

City of Tomah Proposed Southeast Path Connection

Item 6.



Cost Estimate

- Boardwalk - \$200,000
- Asphalt Path - \$520,000
- Flood Zone Modeling - \$50,000
- Engineering/Permitting - \$100,000
- Council Creek Bridge - \$80,000

Total - \$950,000

0 100 200 400

Feet

N

tc TOWN & COUNTRY
ENGINEERS, INC.

6264 Herkitt Road
Madison, WI 53719
608.272.3262
www.tandcengineers.net

Town & Country Engineering, Inc. makes no representation regarding the accuracy or completeness of this map and its underlying data. Any use or reuse of this map will be at your own risk and without liability or legal exposure to Town & Country Engineering, Inc. Not to be used for utility marking for purposes of Digger's Hotline. Date: 3/12/2025
Path: J:\GIS\Tomah\10-00-02\Mapppp\ArcGIS_The_Working_Map\Tomah_Working_Map.aprx

Other Parks

- Maintenance on equipment and buildings
- Snow Removal on city owned sidewalks and recreational trail
- Working on repairs at Public Restroom by Gillett Park.

RECREATION PROGRAMS

- Recreation Station Pre-School Open gym continues
- Open Gym opportunities for Morning Walk, Pickleball, Disc Golf and basketball. Visit Tomah Parks and Recreation Facebook page for up-to-date information.
- Special Events at Recreation Station March 17th St. Patrick Day, April 19th Easter Egg Hunt.
- May 3 Pancakes for Parks at Recreation Station hosted by Tomah Lions Club.
- Adult Basketball continues with 13 teams
- Indoor Women's Volleyball continues with January 12th with 7 teams.
- Working on Spring and Summer Programming
- 12 Weekend Rentals at the Recreation Station for the month of March

AQUATIC CENTER

- Fall Maintenance and Winterization
- Working on Staff Inquiry's

RECREATION PARK

- February Events-February 6-8 Glen Miller Auction, Feb.15th Sleep in Heavenly peace bed building, Feb. 21-22 Dungeon Days, March 1 Tomah Baseball Cub Fundraiser,
- March 14-15 SCA that Moot Thing, March 20-22 Glen Miller Auction, March 29th N.A.S.A. Banquet, April 5th Farm Toy Show.
- April 5 Farm Toy Show, April 11-13 Gun Show, April 26 Oakdale Electric Annual Meeting, May 3 Tom Wopat concert @ Exhibit Building, May 3 Wedding at Recreation Building.
- General upkeep and maintenance on buildings
- Tomah High School Gymnastics in Exhibit Building.
- Tomah Youth Hockey and Woodsmen Hockey continues with activities at the Ice Center

Joe Protz

Joe Protz
Director Tomah Parks and Recreation