



AGENDA FOR PARKS AND RECREATION COMMISSION

A Parks and Recreation Commission meeting will be held on **Monday, April 27, 2026 at 6:30 PM** in the **Recreation Station 316 Arthur St. Tomah, WI 54660.**

Call to Order:

1. Roll Call

Approval of the Minutes:

2. Minutes March 30, 2026

Agenda Items

3. Nominations and Elections of Officers
4. Discussion and review of the public information session regarding the 5-year C.O.R.P. plan
5. 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 Nicole Jacobs, 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 March 30, 2026 at 5:45 PM 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, Oak Moser, DeDe Nelson, Bryan Pierce, JoAnn Cram, Scott Brand, Travis Scholze, Donna Evans, Dean Peterson. Also present: Charles Handy and Mayor Dwyer as well as Nick Dorava from Town & Country Engineering.

The following members were absent: None.

1. Act on Minutes of March 2, 2026, regular meeting. Motion by T Scholze, second by D Peterson to accept the regular meeting minutes of the March 2, 2026. Motion approved.
2. Recommend approval of final execution/negotiation of easement to the City of Tomah with two landowners for the purpose of constructing a multi-use trail. Trail was authorized in Resolution No. 2025-04-15-06. The City received a grant for extension of the trail which will go from the Pool along Grain Ave. and cut west across private lands before meeting up with Superior Avenue. An exchange Agreement was executed between the City and the Torkelson family. It has since been determined that an Easement is required instead of the Exchange Agreement. The easement would be between the City of Tomah and two landowners. An alternate route requiring the second landowner is shorter, includes less wetland disturbance and a reduced cost per foot of the project. In order to meet the construction and funding schedule the document needs to be completed by May 15th, 2026. It is requested to authorize Town and Country Engineering to draft the legal description and for the City Council to authorize the Mayor, Administrator, Clerk and Attorney to execute the necessary documents to record this easement. The first landowner has been contacted and the City is working to contact the second landowner regarding the easement. A map was provided showing the change in route. It is estimated that by making this change, the city can add approximately 500-1,000 feet of trail. The cost of the easement was going to come out of the project fund anyway but we're trading it off for additional feet of trail.

Motion by T Scholze, second to O Moser to recommend approval by the City Council to authorize the Mayor, City Administrator, City Clerk, and City Attorney to execute the necessary documents to record this easement. Motion passed without negative vote.

3. Request from Monroe County Crime Stoppers, Inc. to post signs at city parks. Monroe County Crime Stoppers is requesting approval to have 20 Crime Stopper tip submission signs posted in the city to include posting at city parks

and other publicly visible areas in the City. Monroe County Crime Stoppers would also ask the city to attach the signs to the public places previously agreed upon. The cost will be covered by the Monroe County Crime Stoppers. The Public Works Commission also reviewed the request. Public Works and Parks & Recreation employees will work together to put the signs up.

Motion by D Peterson, second by D Evans to approve the posting of the signs
Motion passed without negative vote.

4. Parks and Recreation Program Report. Director Protz reviewed the monthly Program report. Looking to open park restrooms. May 20th is Spring planting day. Staff are prepping for Spring start up at the parks and also cleaning Parks Shelters for rentals. Adult basketball is finished and adult volleyball continues. General upkeep, snow removal and maintenance on buildings is occurring at Recreation Park. Recreation Park continues with various events. The Tomah Ice Center continues with activities.
5. Future Agenda Items - Public Information Meeting for Comprehensive Outdoor Recreation Plan. Hoping to have the community come to the next meeting to get public input on the Plan. Also, hope to present information to the Common Council in June or July. This meeting will be held at a bigger location on April 27th at 5:45 p.m.
6. Adjourn. Motion by O Moser, second by D Peterson to adjourn. Motion passed. The meeting was adjourned at 6:00 PM. The next regular meeting to be held Monday, April 27rd at 5:45 PM at the City Council Chambers.

Respectfully Submitted:

JoAnn Cram, March 30, 2026

COMMISSION MEETING REPORT

Agenda Item: Nominations and Elections of Officers

Summary and Background Information:
(appropriate documentation attached) -

Discuss and elect Park Board of Commissioners Chairperson and Secretary.

Aldersperson members: Dean Peterson and Travis Scholze

Members:

- Oak Moser and Donna Evans 2027
- Bryan Pierce and JoAnn Cram 2028
- Scott Brand and DeDe Nelson 2029

Fiscal Note:

Recommendation:

Vote for election of Chairperson and Secretary

Joe Protz
Joe Protz, Director

4-23-26
Date

COMMISSION MEETING REPORT

Agenda Item: Discussion and review of the public information session regarding the 5-year C.O.R.P. plan

Summary and Background Information:
(appropriate documentation attached) -

Discuss and review any recommendations from the public as the result of the Public Information session.

Fiscal Note:

Recommendation: Discuss and make recommendations if any to add to C.O.R.P. plan from community feedback.

Joe Protz
Joe Protz, Director

4-23-2026
Date

Other Parks

- Cleaning Parks Shelters for rentals
- Snow removal of City sidewalks and trail system
- Working on Spring start up at Parks
- Park Bathrooms scheduled to open by May 1st.

RECREATION PROGRAMS

- Spring Special Events at Recreation Station
- Recreation Station rentals January (10), February (6), March (10), April (10)
- Working on Spring/Summer activities
- T-Ball and Adult Softball sign up available on-line

AQUATIC CENTER

- Working on Spring Start up and cleaning

RECREATION PARK

- March 7 Tomah Baseball Club Opening Night. Mar. 14 Families First Trivia, Mar. 20-21 That Moot Thing (LARP), Mar. 28 N.A.S.A. banquet.
- April 11 Toy Show, April 18 Gun Show, April 25 Oakdale Electric Annual Meeting,
- May 2 Historical Society, May 15-17 High School Rodeo, May 23 Wedding, May 23 U.S. Army Fitness Challenge,
- Assisted with set up and clean up for Spring Election held at Recreation Building.
- General upkeep, and maintenance on buildings
- Tomah Ice Center continues with activities through mid-May.

Joe Protz

Joe Protz
Director Tomah Parks and Recreation