



AGENDA FOR COMMITTEE OF THE WHOLE

A Committee of the Whole meeting will be held on **Monday, September 14, 2026 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=dEdLR2hXK0ZYMk1qNU5vNFJwMzdSZz09>

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

PUBLIC HEARING:

3. Open Public Hearing
4. City Administrator Summary regarding Mass Transit Contract
5. Discussion and/or Public Comment
6. Close Public Hearing

APPROVAL OF THE MINUTES:

- [7.](#) Approval of Minutes from August 10, 2026

ACCEPTANCE OF REPORTS:

- [8.](#) City Administrator Monthly Report
- [9.](#) City Clerk Monthly Report
- [10.](#) Parks and Recreation Monthly Report
- [11.](#) Police Department Monthly Report
- [12.](#) Public Safety Monthly Report
- [13.](#) Public Works & Utilities Monthly Report
- [14.](#) Senior & Disabled Services Department Monthly Report
- [15.](#) Tomah Public Library Monthly Report
- [16.](#) Zoning Department Monthly Report
17. Greater Tomah Area Chamber of Commerce Monthly Report
- [18.](#) Tomah Public Housing Authority Monthly Report

GENERAL:

- [19.](#) Approval: Authorization for Parks and Recreation to apply for Nielson Family Foundation grant

Committee of the Whole – September 14, 2026

- [20.](#) Approval: Authorization to increase the per capita rate for the Tomah Area Ambulance Service by \$1.00 in 2027, taking it from \$20.00 to \$21.00
- [21.](#) Approval: Reclassification and job description revision of Zoning Administrator to Economic Development and Zoning Director
- [22.](#) Approval: Annexation Ordinance for 23961 State Highway 16
- [23.](#) Approval: Annexation Ordinance for Jefferson Street, Parcel # 020-01216-0000
- [24.](#) Approval: Façade Improvement Grant Program Application 1-2026 in the amount of \$20,000
- [25.](#) Approval: Adoption of Resolution supporting CDI Grant for Brieske Properties
- [26.](#) Approval: Special Beer & Wine Permits for Tomah Chamber Foundation to be used at the Tomah Kriskindlmarkt
- [27.](#) Approval: Special Event Cabaret License for Tomah Chamber Foundation pending acceptable reports from Zoning, Fire, and Police Department

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.

MINUTES FOR AUGUST 10, 2026, COMMITTEE OF THE WHOLE MEETING

Call to Order:

The meeting was called to order by Council President John Glynn at 6:30 p.m. Following the Pledge of Allegiance, roll call of committee members was taken. Present: J. Glynn, Paul Dwyer, Shawn Zabinski, Mitchell Koel, Daniel Crego, Nellie Pater, Richard Yarrington, Travis Scholze, and Dean Peterson. Absent: None. Also present: Nicole Jacobs, Pam Buchda, Brandy Leis, Eric Pedersen, Tim Adler, Joe Protz, Charlie Handy, Trisha Skofronick, and Steve Sarvi. All motions are unanimously approved unless otherwise noted. The meeting was available via Zoom and recorded by Hagen Sports Network.

Approval of Minutes from July 13, 2026:

Motion by D. Peterson, second by P. Dwyer, to approve the meeting minutes from July 13, 2026. Motion carried

Acceptance of Reports:

Motion by T. Scholze, second by R. Yarrington, to accept the following reports. Alderperson Koel asked if there is any interest among the committee in giving department heads a few minutes each to give the committee updates. Several committee members agreed with that. Motion carried.

City Clerk Monthly Report

Parks and Recreation Monthly Report

Police Department Monthly Report

Public Safety Monthly Report

Public Works & Utilities Monthly Report

Senior & Disabled Services Department Monthly Report

Tomah Public Library Monthly Report

Zoning Department Monthly Report

Greater Tomah Area Chamber of Commerce Monthly Report

Tomah Public Housing Authority Monthly Report

General:

Approval: Special Event Outdoor Cabaret License for JAC's Steakhouse at 309 Superior Avenue for a music event on September 26, 2026, from 7 p.m. to 11 p.m.

Motion by M. Koel, second by N. Pater to recommend the council approve the Special Event Outdoor Cabaret License for JAC's Steakhouse at 309 Superior Avenue for a music event on September 26, 2026, from 7 p.m. to 11 p.m. Motion carried.

Approval: Temporary Class "B" Fermented Malt Beverage and Temporary "Class B" Wine License Application by Tomah Rotary Club for Neighborhood Block Party on September 12, 2026

Motion by P. Dwyer, second by D. Peterson to recommend council approve the Approval: Temporary Class "B" Fermented Malt Beverage and Temporary "Class B" Wine License Application by Tomah Rotary Club for Neighborhood Block Party on September 12, 2026. Motion carried.

Committee of the Whole – August 10, 2026

Approval: Adoption of resolution for the Comprehensive Outdoor Recreation Plan (C.O.R.P.)

Motion by T. Scholze, second by S. Zabinski to recommend council adopt the resolution for the Comprehensive Outdoor Recreation Plan (C.O.R.P.) Director Protz explained the Parks and Rec Commission held a public hearing and gave the committee members a synopsis of the public hearing. Changes to the C.O.R.P. include small updates to the document regarding park updates and routine maintenance. The biggest changes include summaries on community partnerships to accomplish goals such as new facilities and trails. Motion carried. (Yarrington opposed)

Adjourn:

Adjourn to closed session pursuant to Wis. Stat. 19.85:

Motion by P. Dwyer, 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 6:38 p.m.

1)(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:

- Approval: Drafting and sending out a request for proposal for the residential development of Property F.

Motion by D. Peterson, second by R. Yarrington, to recommend council approve staff drafting and sending out a request for proposal for the residential development of Property F. Motion carried.

- Approval: Drafting and sending out a request for proposal for the development of Property G.

No action taken.

- Discussion and possible action regarding City-owned property located at 1004, 1007, 1009, and 1013 Superior Ave.

No action taken.

Motion by P. Dwyer, second by S. Zabinski, to adjourn the meeting at 7:27 p.m. Motion carried.

Respectfully submitted,

Nicole Jacobs, City Clerk

City Administrator Update

To the Tomah City Council | Steve Sarvi, Interim City Administrator
Draft | Status through September 9, 2026

Priority summary

- **Financial management.** The 2025 reconciliation project is nearly complete, and the 2025 audit will begin shortly. A corrected budget worksheet and reliable 2026 year-to-date figures are the immediate foundation for the 2027 budget.
- **Development outreach.** The Invest in Tomah webpage is live, two residential development requests for proposals reached about 250 developers, and approximately 75 invitations were sent for the September 30 development sites tour.
- **Council attention.** The September 14 Committee of the Whole public hearing will inform the city's next Tomah Transit contract decision.

Council attention

- **Tomah Transit.** The Committee of the Whole public hearing is September 14. The current contract pays for 24-hour coverage, while transit staff reports demand is concentrated in a shorter daily window. The review will consider the public need for accessible transportation together with service hours and taxpayer cost. No service change has been decided.
- **E-bike ordinance.** Council review is scheduled for September 21. The ordinance addresses E-bikes, scooters, and similar motorized devices. Staff is also working through how accessibility-related trail use should be handled.
- **TID 8.** Ehlers is supporting the district analysis. Staff will update the cash-flow model after the 2025 audit and will time any housing-related boundary amendment around development agreement readiness and required notices.

Results

- **Budget preparation.** Ehlers returned the Municipal Levy Limit Worksheet and related documents to city staff on September 8. Staff is incorporating those materials into the 2027 levy and budget work.
- **Development outreach.** The city launched the development webpage and tour presentation work (found on the Economic Development webpage), posted the two residential requests for proposals, completed the related outreach email, and secured School District transportation sponsorship for the September 30 tour.
- **Treasurer recruitment.** The incoming treasurer public announcement was issued and posted. Mandy Wagner begins September 22.
- **Downtown Holiday Market.** The city completed the lease agreement with the Chamber. The agreement is now with the Chamber for signature.

Major work underway

- **Financial reconciliation and audit.** The 2025 reconciliation project is nearly complete. The 2025 audit will begin shortly, and the auditor expects completion by the end of October.
- **2027 budget.** The budget is underway, with department heads working on fees, revenues, operating needs, and capital projects. A clean budget worksheet is being prepared because the prior working copy contained broken links. Staff is incorporating the levy limit materials returned by Ehlers on September 8, and state revenue notices are expected by the end of September.
- **Treasurer transition.** Staff is organizing the office and building an onboarding calendar that starts with state reporting deadlines, then adds recurring city payments, transfers, reports, and other institutional deadlines.
- **Development tour and housing requests.** Tour logistics, photographs, route materials, and presentation revisions are in progress. Development proposals are due October 15. Interviews are tentatively planned for October 16, followed by possible council consideration on October 19.
- **Aquatic and recreation facilities.** Staff has started contacting firms for cost quotes to perform soil and geological testing at the existing pool site. The site must be shown suitable before the city advances broader pool design work or asks the public to weigh project options and costs.
- **Street and infrastructure work.** Most blacktopping is complete. A remaining West Veterans Street section is expected after the plant returns to service, Hollister work is planned for the week of September 22, and the ET project remains on track.

Upcoming milestones

- **September 14.** Committee of the Whole meeting and Tomah Transit public hearing.
- **September 21.** Common Council and Council review of the E-bike ordinance.
- **September 22.** Mandy Wagner begins as city treasurer.
- **September 30.** Tomah Investment Housing and Development Tour.
- **October 15, 16, and 19.** Residential development proposals are due October 15. Developer interviews are tentatively planned for October 16, followed by possible council consideration on October 19. The interview and council dates require confirmation.

CITY CLERK – MONTHLY REPORT SEPTEMBER 2025

ELECTIONS

- The next election will be the 2026 General Election on November 3, 2026.
- The clerk's office received absentee ballots from the County Clerk's office on September 8 for the upcoming November election. All absentee ballot requests on file will be required to be sent out by September 17.
- In-Person Absentee Voting for the 2026 General Election will begin in the clerk's office on October 20, 2026, and run through October 30, 2026.
- Special Voting Deputies can begin conducting voting in local care facilities on October 12, 2026 through November 2, 2026.

CLERK'S OFFICE UPDATES

- Clerk Jacobs attended the Wisconsin Municipal Clerk's Association Conference in Green Bay on August 18-21, 2026.
- The Clerk's office, along with other departments, has begun budget work for Fiscal Year 2027.
- Clerk Jacobs has been in contact with Spectrum Insurance Group representatives to obtain updated information on city vehicles and properties to acquire new and accurate insurance rates for 2027.

Submitted by: Nicole Jacobs, City Clerk
September 10, 2026

Other Parks

- Cleaning Parks Shelters for rentals and summer activities
- Mowing all parks and blvds.
- Cleaning Park Bathrooms
- Fall tree planting will begin at the end of September and early October.
- Prepping fields for youth football and youth soccer.

RECREATION PROGRAMS

- Special Events continue at Recreation Station
- Recreation Station rentals June (3), July (9), August (8)
- Arts and Crafts activities and Create and Play continued
- Adult Co Rec Softball started on August 26th.
- Youth football began on August 25th with 160 participants.
- Co Rec Volleyball begins on Sept 13th

AQUATIC CENTER

- Working on soil and geological testing report.

RECREATION PARK

- August-1 Quincineara, 8 Quincineara, 14-15 Feed My Starving Children, 22 Wedding, 29 Wedding
- September- 12 Rotary Block Party, 19 Reptile Show
- October- Exhibit building wedding Oct. 3, Recreation Building Wedding Oct. 3, Polaris Group Oct. 10, Oct. 17 Wedding, Oct. 23-25 Gun Show, Oct. 31 Halloween Party
- General upkeep, and maintenance on buildings
- Tomah Ice Center has Ice and Wisconsin Woodsman began activity
- Continue grounds clean from large summer events.

Joe Protz

Joe Protz
Director Tomah Parks and Recreation

TOMAH POLICE DEPARTMENT



AUGUST 2026 REPORT

EMPLOYEE LISTING BY DATE OF HIRE**August 31, 2026**

Admin. Asst. Rhonda Culpitt	12/12/1994
Officer Melanie Marshall	05/28/2000
Lieutenant Paul Sloan	05/13/2001
Chief Eric Pedersen	07/09/2005
Officer Steven Keller	08/14/2005
Assistant Chief Jarrod Furlano	01/13/2008
Lieutenant Adam Perkins	09/04/2011
Sergeant Brandon Kuhn	10/12/2015
Sergeant Wilbert Steinborn	08/19/2018
Sergeant Cody Paulson	09/24/2018
Police Clerk Ashley Bankhead	03/11/2019
Police Clerk DeAnn Batten	06/17/2019
Sergeant Alexander Brueggeman	12/08/2019
Detective Lindsey Stoughtenger	01/24/2021
Officer Jayden Olson	07/11/2021
Evidence Tech Mark Nicholson	08/08/2021
Officer Justice Blackhawk	10/10/2021
Sergeant Audra Gomez	06/01/2022
Officer John Reigel	06/12/2022
Officer Ethan Pedersen	01/01/2023
Officer Brandon Bellacero	01/01/2024
Officer Bradley Hoffman	06/03/2024
Officer Kaden Kaufman	01/06/2025
Officer Nick Nething	06/08/2025
Officer Raef Radcliffe	01/05/2026

August Case Highlights

OWI 3rd / Bail Jumping X3 / Monroe County Warrant x 3

A Tomah officer was on routine patrol when they observed a parked vehicle running in an alleyway. The officer drove by later on in their shift and observed the vehicle was still running in the same location. The officer checked on the vehicle and observed a male driver slumped over the center console. The officer knocked on the window and the driver woke up. The driver showed signs of intoxication and admitted to consuming alcohol. The driver exited and a translator was utilized. The driver began performing standardized field sobriety tests but then refused to participate. Due to the observations of the driver, the driver was placed under arrest for OWI 3rd. The driver was asked about a PBT, but he refused. The driver was later found to have three warrants for his arrest and be on three sets of bonds indicating he was not allowed to possess or consume alcohol. The driver consented to legal blood draw which was successfully facilitated. The male was then transported to the jail.

Prostitution – Sexual Gratification

A Tomah officer took a call from a business where an employee had a phone call with a potential new hire and the new hire offered to perform sexual acts on the employee. The suspect offered to pay money and even offered to pay more when the victim initially declined. The victim ended the call and contacted law enforcement. The suspect admitted to the caller that they were a convicted felon and were on the sex offender registry. The suspect added they were still interested in similar sexual acts similar to the ones they were convicted of and were looking for new people to do them with. The suspect was on probation and their agent was contacted. The suspect was taken into custody in a different county and was transported to their jail. Charges will be referred to the District Attorney's Office.

Search Warrant / Possession Narcotic Drug / Possession THC 2nd

Tomah officers were contacted by Ho Chunk Housing in reference to drug activity from a resident in one of their apartments. The housing coordinator advised they conducted an emergency inspection and observed numerous drug items in plain view. Tomah Detectives took over the case, and a search warrant was later conducted. The search yielded over 80 items of drug evidence. The two residents were not on scene at the time of the search warrant but later arrived. They were taken into custody and transported to jail.

Felon in Possession of a Firearm / Possession THC / Possession Para / DC / Felony Bail Jumping

Tomah officers were dispatched to a residence for a welfare check. The caller reported her husband was sending her messages that he was going to drive off of a cliff. The husband was on the way back to the residence and the caller was scared about what her husband was going to do. The husband arrived home, entered the garage, and then entered the basement of the house. The caller advised her husband had access to firearms. The caller and her children were able to safely exit the residence. Contact was attempted with the husband, but he refused to exit. Due to the nature of the call, contact was ended

and would be continued via phone throughout the morning. The caller later advised her husband was a felon and was in possession of her handgun two days prior and that the handgun was currently missing. A search warrant was obtained and further phone contact with the male was conducted. The male ultimately exited the residence and was taken into custody without incident. A search of the residence yielded firearms, ammunition, THC, and paraphernalia. The caller also later reported a domestic incident that occurred recently. The male was transported to jail.

Theft from Vehicles

Tomah officers received numerous reports of thefts from vehicles over a week time span. The investigation was conducted and several juveniles were identified as suspects. Contact was made with a juvenile at their residence, and a parent granted officers consent to search. Numerous stolen items were located and confiscated. The investigation is ongoing.

Deceased Subject

The Monroe County Communications Center received a report of found property along the riverbank near the walking trail in Memorial Park in Tomah. The property contained personal belongings, but the owner was not located in the immediate area.

Tomah Officers began contacting family members and known associates of the owner while searching the surrounding area and riverbank. During the search, officers located a deceased adult female in the water. Officers entered the water and confirmed the female was deceased.

The Tomah Fire Department was requested to assist with the recovery of the female. Firefighters entered the water and removed her from the river. Officers were then able to positively identify the deceased as the owner of the property found.

The Monroe County Medical Examiner's Office responded to the scene and assisted with the investigation and transportation of the deceased. An autopsy was conducted on August 25, 2026. No signs of trauma causing death were observed during the autopsy. The investigation is awaiting the results of toxicology testing to assist in determining the cause and manner of death.

Accidental Discharge

Tomah Officers were dispatched to the hospital for a report of a gunshot wound to the hand. The officers met with the victim who stated he was conducting maintenance on a handgun and failed to make sure the handgun was empty. The handgun ended up firing into his hand. The officers responded to the residence and confirmed the version of events. No charges are being pursued at this time.

Tomah Police Department

AUGUST

Item 11.

2026



CALLS FOR SERVICE: 1189



TRAFFIC STOPS: 189



OWI ARRESTS: 2



ARRESTS/CITATIONS: 143



ACCIDENTS: 28



Tomah Police Department

www.tomahwi.gov/police

608-374-7400

Chief Eric Pedersen



TOPD Monthly Report

Printed on September 1, 2026

911 ABANDONED Total: 9
911 CHECK Total: 13
911 OPEN LINE Total: 33
ABANDONED/FOUND BICYCLE Total: 1
ACCIDENT WITH PROPERTY DAMAGE Total: 28
ALARM - HOLDUP OR BURGLARY Total: 4
AMBULANCE CALL Total: 82
ANIMAL BITE Total: 6
ANIMAL COMPLAINT/NOT A BITE Total: 32
ASSIST OTHER AGENCY Total: 7
ATTEMPT TO LOCATE Total: 10
BATTERY/ASSAULT Total: 5
BLOCKING/DIRECTING TRAFFIC Total: 2
BOND CONDITIONS Total: 1
BUILDING CHECK Total: 3
CHILD CUSTODY ISSUE Total: 4
CITIZEN ASSIST Total: 56
COMMUNITY RELATIONS Total: 16
DAMAGE TO PROPERTY Total: 6
DECEASED SUBJECT Total: 2
DISTURBANCE Total: 8
DRUG INFO/COMPLAINTS Total: 12
ENTRY TO VEH OR DWELLING Total: 25
ESCORT Total: 2
EXTRA PATROL Total: 75

FIRE Total: 4
FIRE ALARM Total: 7
FOLLOWUP/INTERVIEW TO PREVIOUS INCIDENT Total: 56
FOUND/LOST/RECOVERED PROPERTY Total: 34
FRAUD Total: 9
GENERAL INFORMATION CALL Total: 9
HARASSMENT Total: 12
INVOLUNTARY COMMITMENT/CHAPTER Total: 1
JUVENILE RUNAWAY Total: 4
MAKE/RECEIVE PHONE CALL Total: 41
MISSING PERSON Total: 3
MOTORIST ASSIST Total: 16
NATURAL GAS OR OTHER ODOR Total: 4
NOISE OR LOUD PARTY COMPLAINT Total: 2
OPEN DOOR OR WINDOW Total: 2
OUT WITH PARTY Total: 83
PAPER SERVICE Total: 5
PARKING COMPLAINT Total: 19
POWER OUTAGE/WIRES DOWN Total: 1
SEARCH WARRANT Total: 3
SEX OFFENSE Total: 4
SUSPICIOUS ACTIVITY Total: 44
THEFT Total: 26
THREATS COMPLAINT Total: 7
TRAFFIC/DRIVING COMPLAINT Total: 31
TRAFFIC HAZARD Total: 6
TRAFFIC STOP Total: 189
TRESPASSING Total: 11
TROUBLE WITH JUVENILE Total: 11

TROUBLE WITH PARTY Total: 36

UNDERAGE PARTY/DRINK/TOBACCO Total: 1

VIOLATION OF COURT ORDER Total: 5

WEAPONS VIOLATION Total: 2

WELFARE CHECK Total: 59

Total Records: 1189

CITY OF TOMAH PUBLIC SAFETY

MONTHLY REPORT August 2026



Public Safety Director / Fire Chief Tim Adler

TOMAH FIRE DEPARTMENT MONTHLY STATISTICS

MONTH/ YEAR August 2026

FIRE CALLS:

1. **STRUCTURE:** 0
2. **VEHICLE FIRES:** 1
3. **GRASS:** 0
4. **FALSE ALARMS:** 6
5. **INJURIES:** 0
6. **GOOD INTENT CALLS:** 2
7. **HAZMAT:** 1
8. **OTHER:** 12
9. **MOTOR VEHICLE CRASH/RESCUE:** 4
10. **CALLS FOR SERVICE:** 2

FIRE INSPECTION HOURS: 60.5

FIRE SAFETY EDUCATION HOURS: 45 – National Night Out



City of Tomah Committee of the Whole Meeting – September 14th , 2026

Public Safety Director/Fire Chief report for: **August**

1. **STAFFING**

Full-Time

- Fire Chief
- Deputy Fire Chief

POC (paid on call)

- Assistant Chiefs x 2
- Captains x 2
- Fire Fighters x 27

2. **VEHICLES:** All apparatus are in service and are functioning in good working order. The platform truck was taken to Rennert's Fire Equipment on August 10th for some maintenance along with an electrical cable that needs to be replaced, this apparatus should be back in service in the next few weeks.
3. **GENERAL:** The department responded to 28 calls for service in August. The fire inspectors have started their second round of inspections. The Department participated in the National Night Out Event on August 4th promoting fire safety education. With school now in session, we have started our State required observations of fire and evacuation drills.
4. **OTHER:** The department started a hiring process on August 28th, we will run the open application period for three weeks and then proceed with scheduling interviews with the Police and Fire Commission.

Yours in Safety
Public Safety Director / Fire Chief
Tim Adler



Tomah Fire Department Staff

Fire Chief

*Tim Adler (37 Years)

Deputy Chief

*Jeremy Likely (20 Years)



Assistant Fire Chiefs

*Joe Kube (32 Years)
Joe Amberg (36 Years)

Captains

*Rob Larkin (29 Years)
Charles Muller (24 Years)

Safety Officer

Dave Baggot (27 Years)

Lieutenants

* = Rescue Techs

Fire Fighters

Jody Pierce (32 Years)
*Kerwin Greeno (30 Years)
*Bob Walker (25 Years)
*Steve Walheim (24 Years)
*Cory Lenz (22 Years)
Ron Schneider (21 Years)
*Chris Semann (15 Years)
*Chad Gunder (12 Years)
*Steve Miller (9 Years)
Megan Mickelson (8 Years)
*Phil Gigous (8 Years)
Joe Lenz (8 Years)
Mitchell Larkin (5 Years)
Brandon Sibert (5 Year)
*Justin Dettinger (3 Year)
Michael Linehan (3 Year)
*Chris Johnson (3 Year)
*Jeff Vierck (2 Year)
*Ryan Fisk (2 Year)
*Daniel Amberg (2 Year)
Michael Forlines (2 Year)
*Nick Amberg (2 Year)
Andy Wallace (1 Year)
Diana Johnson (1 Year)
Steven Beining (1 Year)
Tyler Stertman (1 Year)



Tomah Area Ambulance Service Number of Calls by Municipality Monthly Report

August 2026

City of Sparta Total: 4

City of Tomah Total: 263

Town of Adrian Total: 1

Town of Byron Total: 5

Town of Clifton Total: 1

Town of Grant Total: 10

Town of Greenfield Total: 4

Town of La Grange Total: 11

Town of Lincoln Total: 6

Town of Oakdale Total: 3

Town of Sheldon Total: 1

Town of Tomah Total: 6

Town of Wilton Total: 2

Village of Oakdale Total: 8

Village of Warrens Total: 4

Village of Wilton Total: 2

Total: 8

Total Records: 339



City of Tomah Committee of the Whole meeting – September 14th , 2026

Public Safety director's Report for: **August**

1. STAFFING:

Admin

- Public Safety Director
- Deputy EMS Chief
- Public Safety Administrative Assistant
- Billing Clerk

Full-Time

- Critical Care Paramedics - 15
- Paramedics – 1
- AEMTs – 2

Part-Time

- Critical Care Paramedics – 1
- Paramedics – 2
- AEMTs – 0
- EMT-Basic – 4

2. **VEHICLES:** The department's supervisor's fly vehicle unit 264 has had the motor issues resolved and is back in service. Unit 266, which is our newly remounted ambulance, has been inspected by the State of Wisconsin DOT, and we have received registration back from the State. It has since been placed into service and now that it has several thousand miles on it the next and final step is to have a full alignment performed on it to ensure proper tire wear. Unit 268, the main Motorola radio system, has failed and is unrepairable, we are working with our vendor to have it replaced.
3. **GENERAL:** The department responded to 339 calls for service in August, this is our busiest month on record. The department participated in the National Night Out Event on August 4th promoting the ambulance service.
4. **OTHER:** The department has started the process of hiring three lieutenants, one per each of the shifts. We will be performing interviews on September 16th and hopefully have the positions filled and people in place in the next several weeks.

Yours in Safety
Public Safety Director / Fire Chief
Tim Adler

Transfer Statistics break down

August 2026 Statistics

Year to Date Calls for Service – 2,385

- Calls with multiple ambulances – 49

Year to Date Reports Written – 2,380

Calls for Service in August – 339 – **Busiest Month Ever**

- Calls with multiple ambulances – 6

Reports Written in August – 332

Salaried Employee Stipends in August – 0

Year to Date Salaried Employee Stipends – 0

Year to Date – All Transfers – 775 Requested. Accepted 646, Declined 129 – 83.35%

- Tomah Health ER– Requested 646, Accepted 559. **86.53% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 59
 - Multiple Transfers at the Same Time – 16
 - Crew Safety – 7
 - Staffing – 3
 - Medical Necessity – 2
- Tomah Health OB & Acute Care – Requested 46, Accepted 40. **86.96% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 6
- Tomah VA – Requested 36, Accepted 25. **69.44% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 6
 - VA Staff Called Another Service Before We Could Accept - 3
 - Medical Necessity – 1
 - Crew Safety / Weather – 1
- Critical Care Transfers – Requested 32, Accepted 26. **81.25% Accepted.**
 - March – Tomah to La Crosse – Crew Safety/Weather
 - May – Tomah to La Crosse – Multiple Transfers & Patient Condition
 - June – Tomah to La Crosse – On Critical Care Transfer from Mauston to Madison
 - Aug – Vernon to La Crosse – Staffing
 - Aug – Mile Bluff to Rochester – Staffing
 - Aug – Tomah to La Crosse – On Two Transfers to La Crosse

August Transfers – 124 Requested. Accepted 99, Declined 25

- Critical Care Transfers – 5
 - Accepted – 2
- Reasons for Turn Down in August
 - On Transfer/911 Calls / Would Not Wait – 17 (Tomah Health-14, TVA-2, Acute Care-1)
 - Staffing – 5 (Outlying-5)
 - Medical Necessity – 1 (Outlying-1)
 - Pending TVA Transfer – 1 (Outlying-1)
 - Multiple Transfers – 1 (Tomah Health-1)

We had 124 requested transfers in August. The average for Jan – July was 93 requested transfers. We accepted 99 transfers in August. The average for Jan – July was 78 accepted transfers. We had 31 more transfers than average requested and accepted 21 more transfers than average in August.

Mutual Aid

- Assisted – 7
 - Wilton Ambulance – 6
 - **Intercept** – Abdominal Pain – Transported to Tomah Health
 - **Intercept** – Arrhythmia – Transported to Gundersen La Crosse
 - **Intercept** – OB/Labor – Transported to Tomah Health
 - **Mutual Aid** – Medical Transport to Tomah Health
 - **Intercept** – Breathing Difficulty – Transported by Wilton Ambulance
 - **Intercept** – Chest Pain – Refusal
 - Emplify Ambulance – 1
 - **Intercept** – Breathing Difficulty – Transported by Emplify Ambulance
- Requested – 6
 - Fort McCoy – 6
 - **Change of Quarters** – Three Ambulances on duty, one on a transfer, two on 911 calls.
 - **Change of Quarters** – Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Mutual Aid** – Allergic Reaction – Refusal. Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Mutual Aid** – Seizure – Cancelled – Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Mutual Aid** – Sick Person – Refusal. Three Ambulances on duty, one on a transfer, two on 911 calls with one direct transport to La Crosse.
 - **Mutual Aid** – Leg Injury – Transported to Tomah Health. Three Ambulances on duty, one on transfers, two on 911 calls.

Legal Blood Draws

- August – 2 (Year to Date – 25)

TAAS Monthly Statistical Report August 2026

Calls For Service	Cancelled/No Transport	Facility Transfers	Denied Transfers	Salary Stipend
332	65	99	25	\$0.00
1 Year Ago: 284	1 Year Ago: 65	1 Year Ago: 90	1 Year Ago: 12	Yr to Date:
Total Miles Driven	Mutual Aid Requests	Incoming Payments	Billed To Patients	Total Bad Debt Collected In 2025
5214.66	7 Asst / 6 Req / 0 Blood Draw	\$244,612.33	\$637,799.40	\$97,279.67
1 Year Ago: 4447.2	1 Year Ago: 14	Yr to Date: \$2,328,456	Yr to Date: \$4,759,160	As of 8/5/2026
Billed Medicare	Collected Medicare	Uncollectable-Medicare (30% Retrivable)		
\$195,065.10	\$49,606.85	\$156072.1/JUST NGS		
Yr to Date: \$1,334,264	Yr to Date: \$403,083.83	Yr to Date: \$1,267,003.09		
Billed Medicaid	Collected Medicaid	Medicaid Write-Off		
\$150,124.10	\$11198.07/JUST EDS	\$43,582.17		
Yr to Date: \$1,060,791.40	Yr to Date: \$132,696	Yr to Date: \$382,577		
Billed Insurance	Collected Insurance	Write-Off Per Insurance	Collections	Collected Patient
\$138275.3/also other ngs&eds	\$39,244.84	\$20,794.90	\$27,021.43	\$41,753.22
Yr to Date: \$1,305,253	Yr to Date: \$269,507.9	Yr to Date: \$99,405.74	Yr to Date: \$190,575.4	Yr to Date: \$580,576.94
Billed V.A.	Collected V.A.	Outstanding V.A.		
\$154,334.90	\$102,809.35	2026 As of 9/02/26		
Yr to Date: \$961,027	Yr to Date: \$917,500.26	\$188,629.30		
		2025 as of 09/02/2026		
		\$9,060.10		

NOTES:

CURRENT ROSTER EMPLOYEE ROSTER

Number / Job Status	Licensure	Name	Status		Number/ Job Status	Licensure	Name	Status
Full-Time Staff					Part-Time Staff			
1	FT Director	Chief Tim Adler			23	PT Paramedic/CC	Timothy Kolonick	
2	FT Admin. Asst.	Christi Anderson			24	PT Paramedic/CC		
3	FT Bookkeeping	Candi Maas			25	PT Paramedic	EMILY BERTRAM	
4	FT Paramedic/CC	Dep Chief Adam Robarge			26	PT Paramedic	LAURA SCHARLAU	
5	FT Paramedic/CC	Captian Brandon Siber	A-Shift		27	PT Paramedic	Hannah Benson	
6	FT Paramedic/CC	Captain Chris Brigson	B-Shift		28	PT Paramedic		
7	FT Paramedic/CC	Captian Jeremy Becker	C-Shift		29	PT Paramedic		
8	FT Paramedic/CC	Mitch Larkin	C-Shift		30	PT Paramedic		
9	FT Paramedic/CC	Michael Forlines	A-Shift		31	PT Paramedic		
10	FT Paramedic/cc	Morgan Scharlau	A-Shift		32	PT AEMT		
11	FT AEMT	Stacy Larkin	C-Shift		33	PT AEMT		
12	FT AEMT	Stacey Forlines	A-Shift		34	PT AEMT		
13	FT Paramedic/CC	Dawson Dean	B-Shift		35	PT EMT	Shana Adams	
14	FT Paramedic/CC	Lisa Hart	A-Shift		36	PT EMT	Lydea Cook	Military
15	FT Paramedic/CC	Jenna Quackenbush	C-Shift		37	PT EMT	TYLER STERTMAN	
16	FT Paramedic/CC	Katie Anderson	B-Shift		38	PT EMT		
17	FT Paramedic/CC	Mara Goede	B-Shift		39	PT EMT		
18	FT Paramedic/CC	James Barloon	B-Shift		40	PT EMT		
19	FT Paramedic/CC	Jeffrey Cain	C-Shift		41	PT EMT		
20	FT Paramedic	Genevieve Janczak	A-Shift		42	PT EMT		
21	FT Paramedic/CC	Evelynn Dax	B-Shift		43	PT EMT		
22	FT Paramedic/CC	Keith Melvin			44	PT EMT		

Monthly Invoices August 2026

ACCT #	DATE	DESCRIPTION & INVOICE #	CREDIT CARD YES	AMOUNT
2900	8/1/2026	DAS Health Inv. 164876 (ACH payment)		\$426.30
3403	7/24/2026	Amazon Order No. 114-0613260-2569831 (Grant funded)	X	\$147.67
3400	7/23/2026	Ace Hardware Inv. 640730		\$21.98
3500	7/17/2026	Everest Emergency Vehicles Inv. P08621		\$434.80
2230	8/1/2026	Lynxx Networks		\$581.88
3400	7/22/2026	Mississippi Welders Inv. 553201		\$139.40
2100	7/29/2026	Cram's Computer Center Inv. 6736		\$114.00
3500	7/23/2026	Freedom Automotive RO#143817		\$388.33
3402	7/24/2026	Bound Tree Inv. 86291678		\$97.15
3402	7/24/2026	Bound Tree Inv. 86291677		\$4,149.51
3402	7/27/2026	Medline Inv. 2437206864		\$412.98
3400	8/4/2026	Web Restaurant Store Order No. 129133430	X	\$65.33
3400	7/29/2026	Mississippi Welders Inv. 553222		\$153.01
2230	7/23/2026	First Net Inv. 287303615675X08012026		\$382.67
3402	7/28/2026	Zoll Medical Inv. 4535362		\$750.00
3400	7/22/2026	Quill Inv. 49685422		\$279.54
3400	7/22/2026	Quill Inv. 49679431		\$124.80
3400	7/31/2026	Mississippi Welders Inv. 4883043		\$17.22
3401	8/5/2026	Kwik Trip		\$5,768.75
3403	2/23/2026	Ferno Inv. 967672 (Grant funded)		\$10,835.40
2220	8/5/2026	City W&S		\$273.25
2210	8/4/2026	Alliant Energy		\$3,228.81
2900	8/5/2026	John Fabick Tractor Inv. SIEP0019019		\$2,349.77
2200	8/5/2026	WE Energies		\$276.06
2900	8/5/2026	Nsure Inv. 11312		\$911.78
3402	7/30/2026	Zoll Medical Inv. 4537005		\$98.18
3500	7/28/2026	Larkin's Inv. 93521		\$148.25
3402	8/6/2026	Bound Tree Inv. 86307601		\$126.61
3402	8/5/2026	Bound Tree Inv. 86305989		\$284.75
3402	8/5/2026	Bound Tree Inv. 86305988		\$3,030.69
3400	8/5/2026	Mississippi Welders Inv. 553253		\$64.84
3402	8/6/2026	Zoll Medical Inv. 4540811		\$98.22
2100	8/12/2026	Cram's Computer Center Inv. 6741		\$57.00
3400	8/12/2026	Mississippi Welders Inv. 553278		\$128.00
3400	8/18/2026	Ace Hardware Inv. 641385		\$20.99
2900	8/10/2026	Summit Fire Protection Inv. 4333452		\$529.00
3400	8/13/2026	Bernie's Equipment Inv. 376152		\$114.33

3400	8/4/2026	Quill Inv. 49836351	\$20.58
3403	8/12/2026	Stryker Inv. 9213205814 (Grant funded)	\$2,229.50
3400	8/2/2026	Sonja's Sewing and Alterations Inv. 91160, 91270, 91423	\$78.40
3350	8/5/2026	Western Technical College Inv. 000176052	\$20.00
2900	8/21/2026	Canon Financial Inv. 43756968	\$89.27
			\$39,469.00

Director of Public Works and Utilities Report

September

1) Street Department

Active municipal projects and seasonal maintenance progressed smoothly over the past week, highlighted by the successful completion of sidewalk installation on the Hollister project. Mathy Construction relocated their asphalt plant last week, and final paving across pending projects will resume as soon as the plant becomes fully operational. System calibrations were performed at the dam to resolve recent lake level reporting discrepancies, restoring accurate water monitoring. Meanwhile, routine citywide mowing operations remain ongoing.

2) Sewer Department

During the past month, plant flows averaged 1.4 MGD while operations neared completion on the annual jetting and flushing maintenance program. System infrastructure repairs progressed significantly, including core and pour work on local manholes conducted by Gerke Excavating, alongside routine maintenance and repairs on the influent pump and primary flow meter. Additionally, representatives from the Department of Natural Resources (DNR) conducted an on-site evaluation of operational processes to support the upcoming Spring permit review.

3) Water Department

During August, average daily pumpage was 973,000 gallons per day, reflecting a shift in demand as the Department of Veterans Affairs (VA) facility resumed utilizing its private well system. System maintenance and reliability efforts progressed on schedule, including completed servicing on all standby generators, ongoing main valve exercising, and accuracy testing on large meters. Staff also allocated significant operational resources to high-volume utility locates driven by active fiber optic contractor work. Routine monitoring confirms water quality remains safe and stable, with nitrate levels holding steady at an average of 7 to 8 mg/L.

4) Lake Committee

Next Meeting is Sept 17, 2026 at 5 PM

Respectfully Submitted

Brandy Leis
Director of Public Works and Utilities

TOMAH WATER & SEWER UTILITIES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
1-40300 DEPRECIATION EXPENSE	.00	.00	591,133.00	591,133.00	.0
1-40801 TAXES	(352,490.73)	(368,479.69)	412,546.00	781,025.69	(89.3)
TOTAL TAXES	(352,490.73)	(368,479.69)	1,003,679.00	1,372,158.69	(36.7)
<u>INVESTMENT INTEREST</u>					
1-41901 INTEREST ON GENERAL INVESTMENT	.00	7,313.71	81,661.00	74,347.29	9.0
1-41904 INTEREST INCOME-CWF DEBT	.00	8,294.37	83,159.00	74,864.63	10.0
TOTAL INVESTMENT INTEREST	.00	15,608.08	164,820.00	149,211.92	9.5
<u>AMORTIZATION</u>					
1-42600 DEPRECIATION EX.-CONTR. PLANT	.00	.00	110,940.00	110,940.00	.0
1-42704 INTEREST EXP.-CWF LOAN #3	.00	(699.63)	2,089.00	2,788.63	(33.5)
1-42705 INTEREST EXP.-CWF LOAN #4	.00	(2,045.00)	4,265.20	6,310.20	(48.0)
1-42706 INTEREST EXP.-BONDS-2017	.00	(2,958.75)	5,168.00	8,126.75	(57.3)
1-42707 INTEREST EXP.-CWF LOAN #5	.00	(2,997.46)	6,208.00	9,205.46	(48.3)
1-42708 INTEREST EXP.-BOND-2021B	.00	(6,743.75)	14,938.00	21,681.75	(45.1)
TOTAL AMORTIZATION	.00	(15,444.59)	143,608.20	159,052.79	(10.8)
<u>SALES REVENUE</u>					
1-46003 UNMETERED SALES-INDUSTRIAL CUS	1,412.67	9,888.69	16,952.00	7,063.31	58.3
1-46101 METERED SALES-RESIDENTIAL CUST	77,563.35	514,835.63	862,345.00	347,509.37	59.7
1-46102 METERED SALES-COMMERCIAL CUST	36,098.11	224,470.56	371,268.00	146,797.44	60.5
1-46103 METERED SALES-INDUSTRIAL CUST	16,627.23	99,896.15	163,619.00	63,722.85	61.1
1-46104 METERED SALES-PUBLIC AUTHOR	33,726.76	133,953.36	436,525.00	302,571.64	30.7
1-46105 METERED SALES-MULTIFAMILY CUST	14,254.42	98,208.43	161,595.00	63,386.57	60.8
1-46200 PRIVATE FIRE PROTECTION	4,703.26	32,880.46	56,358.00	23,477.54	58.3
1-46300 PUBLIC FIRE PROTECTION	42,617.48	298,480.92	508,853.00	210,372.08	58.7
TOTAL SALES REVENUE	227,003.28	1,412,614.20	2,577,515.00	1,164,900.80	54.8
<u>MISCELLANEOUS REVENUE</u>					
1-47000 MISCELLANEOUS REVENUE	1,160.89	7,021.99	11,040.00	4,018.01	63.6
1-47100 MISCELLANEOUS SERVICE REVENUES	207.00	2,850.50	4,000.00	1,149.50	71.3
1-47400 OTHER WATER REVENUES	1,635.35	26,907.80	57,000.00	30,092.20	47.2
TOTAL MISCELLANEOUS REVENUE	3,003.24	36,780.29	72,040.00	35,259.71	51.1
TOTAL FUND REVENUE	(122,484.21)	1,081,078.29	3,961,662.20	2,880,583.91	27.3

TOMAH WATER & SEWER UTILITIES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUMPING EXPENSE</u>						
1-62000	PUMPING LABOR	12,364.61	92,437.34	365,480.00	273,042.66	25.3
1-62200	POWER PURCHASED - ELECTRIC	6,241.30	40,098.06	105,000.00	64,901.94	38.2
1-62300	PUMP SUPPLIES AND EXPENSE	5,072.41	11,706.29	30,000.00	18,293.71	39.0
1-62500	PUMP MAINTENANCE	.00	8,053.21	20,000.00	11,946.79	40.3
	TOTAL PUMPING EXPENSE	23,678.32	152,294.90	520,480.00	368,185.10	29.3
<u>TREATMENT EXPENSE</u>						
1-63000	TREATMENT PLANT LABOR	3,220.42	22,029.76	.00	(22,029.76)	.0
1-63100	TREATMENT PLANT CHEMICALS	3,438.68	44,590.27	112,500.00	67,909.73	39.6
1-63200	TREATMENT PLANT SUP & EXP	1,696.47	8,822.73	20,000.00	11,177.27	44.1
1-63500	MAINTENANCE TREATMENT PLANT	180.12	180.12	.00	(180.12)	.0
	TOTAL TREATMENT EXPENSE	8,535.69	75,622.88	132,500.00	56,877.12	57.1
<u>OPERATION LABOR</u>						
1-64001	OPERATION LABOR - MAINS	.00	820.54	.00	(820.54)	.0
1-64002	OPERATION LABOR - SERVICES	4,690.55	33,715.99	.00	(33,715.99)	.0
1-64003	OPERATION LABOR - METERS	3,690.01	26,628.80	.00	(26,628.80)	.0
1-64100	OPERATION SUPPLIES & EXPENSE	1,275.32	16,090.05	135,000.00	118,909.95	11.9
1-64101	LAB EXPENSES	1,576.58	11,606.66	30,000.00	18,393.34	38.7
	TOTAL OPERATION LABOR	11,232.46	88,862.04	165,000.00	76,137.96	53.9
<u>MAINTENANCE</u>						
1-65000	MAINTENANCE-RESERVOIRS	.00	825.00	8,300.00	7,475.00	9.9
1-65100	MAINTENANCE - MAINS	377.88	4,307.48	50,000.00	45,692.52	8.6
1-65200	MAINTENANCE - SERVICES	45.03	127.98	50,000.00	49,872.02	.3
1-65300	MAINTENANCE - METERS	2,709.12	19,831.94	39,000.00	19,168.06	50.9
1-65400	MAINTENANCE - HYDRANTS	.00	.00	5,000.00	5,000.00	.0
1-65500	MAINTENANCE - LANDFILL	.00	.00	407.00	407.00	.0
	TOTAL MAINTENANCE	3,132.03	25,092.40	152,707.00	127,614.60	16.4
<u>ACCOUNTING & COLLECTION</u>						
1-90200	ACCOUNTING AND COLLECTION LABR	1,082.60	8,569.48	.00	(8,569.48)	.0
1-90300	ACCOUNTING SUPPLIES & EXPENSE	.00	7,500.35	15,500.00	7,999.65	48.4
	TOTAL ACCOUNTING & COLLECTION	1,082.60	16,069.83	15,500.00	(569.83)	103.7

TOMAH WATER & SEWER UTILITIES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
1-92000 GENERAL OFFICE SALARIES	5,999.15	45,314.19	100,000.00	54,685.81	45.3
1-92100 OFFICE SUPPLIES	266.96	4,268.79	7,500.00	3,231.21	56.9
1-92300 OUTSIDE SERVICES EMPLOYED	.00	11,270.00	15,000.00	3,730.00	75.1
1-92400 PROPERTY INSURANCE	.00	.00	49,446.00	49,446.00	.0
1-92600 EMPLOYEE BENEFITS	14,965.82	104,636.90	185,292.00	80,655.10	56.5
TOTAL ADMINISTRATION	21,231.93	165,489.88	357,238.00	191,748.12	46.3
<u>MISCELLANEOUS EXPENSE</u>					
1-93000 MISC. OTHER GENERAL EXPENSE	657.95	4,059.60	18,000.00	13,940.40	22.6
1-93300 TRANSPORTATION EXPENSE	1,284.73	8,499.24	15,500.00	7,000.76	54.8
TOTAL MISCELLANEOUS EXPENSE	1,942.68	12,558.84	33,500.00	20,941.16	37.5
TOTAL FUND EXPENDITURES	70,835.71	535,990.77	1,376,925.00	840,934.23	38.9
NET REVENUE OVER EXPENDITURES	(193,319.92)	545,087.52	2,584,737.20	2,039,649.68	21.1

TOMAH WATER & SEWER UTILITIES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES</u>					
2-40801	TAXES	(3,107.12)	(23,433.88)	40,786.00	64,219.88	(57.5)
2-40803	TAXES-MTR EXP ALLOC -PLANT	.00	.00	15,300.00	15,300.00	.0
	<u>TOTAL TAXES</u>	<u>(3,107.12)</u>	<u>(23,433.88)</u>	<u>56,086.00</u>	<u>79,519.88</u>	<u>(41.8)</u>
	<u>INVESTMENT INTEREST</u>					
2-41901	INTEREST INCOME-GEN INVESTMENT	.00	17,529.79	54,446.00	36,916.21	32.2
2-41903	INTEREST INCOME-DEBT AMORT	.00	18,082.74	45,610.00	27,527.26	39.7
	<u>TOTAL INVESTMENT INTEREST</u>	<u>.00</u>	<u>35,612.53</u>	<u>100,056.00</u>	<u>64,443.47</u>	<u>35.6</u>
	<u>AMORTIZATION</u>					
2-42704	INTEREST EXP.-BONDS 2015A	.00	(13,088.75)	31,074.00	44,162.75	(42.1)
	<u>TOTAL AMORTIZATION</u>	<u>.00</u>	<u>(13,088.75)</u>	<u>31,074.00</u>	<u>44,162.75</u>	<u>(42.1)</u>
	<u>SALES REVENUE</u>					
2-62100	MEASURED SVC TO VA MED CENTER	19,205.21	109,255.23	302,263.00	193,007.77	36.2
2-62201	MEASURED SVC -RESIDENTIAL CUST	111,004.98	743,767.98	1,250,854.69	507,086.71	59.5
2-62202	MEASURED SVC - COMMERCIAL CUST	59,444.29	397,016.39	657,074.24	260,057.85	60.4
2-62203	MEASURED SVC-INDUSTRIAL CUST	28,586.98	186,073.41	299,966.91	113,893.50	62.0
2-62204	MEASURED SVC-MUNICIPAL CUST	7,544.40	58,490.13	97,978.60	39,488.47	59.7
2-62205	MEASURED SVC-MULTIFAMILY CUST	27,088.55	191,010.00	297,508.56	106,498.56	64.2
2-62500	OTHER SEWAGE SERVICE-SEPTIC	22,409.96	70,589.62	152,932.00	82,342.38	46.2
	<u>TOTAL SALES REVENUE</u>	<u>275,284.37</u>	<u>1,756,202.76</u>	<u>3,058,578.00</u>	<u>1,302,375.24</u>	<u>57.4</u>
	<u>FORFEITED DISCOUNTS</u>					
2-63100	FORFEITED DISCOUNTS	1,497.56	7,977.43	10,217.00	2,239.57	78.1
	<u>TOTAL SOURCE 63</u>	<u>1,497.56</u>	<u>7,977.43</u>	<u>10,217.00</u>	<u>2,239.57</u>	<u>78.1</u>
	<u>TOTAL FUND REVENUE</u>	<u>273,674.81</u>	<u>1,763,270.09</u>	<u>3,256,011.00</u>	<u>1,492,740.91</u>	<u>54.2</u>

TOMAH WATER & SEWER UTILITIES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
2-82000 OPERATION SUPERVISION & LABOR	34,124.03	254,676.25	450,495.00	195,818.75	56.5
2-82101 OPERATION POWER & WATER-PLANT	12,419.04	64,293.58	146,994.00	82,700.42	43.7
2-82102 OPERATION FUEL	56.27	13,610.93	21,000.00	7,389.07	64.8
2-82103 OPERATION POWER & WATER-SEWERS	1,175.75	8,569.78	13,000.00	4,430.22	65.9
2-82400 FERRIC CHLORIDE	.00	.00	14,668.00	14,668.00	.0
2-82500 LIME	6,949.49	48,070.77	70,000.00	21,929.23	68.7
2-82501 POLYMER	.00	9,069.36	16,300.00	7,230.64	55.6
2-82700 OTHER OPERATING SUPPLY & EXP	605.14	13,976.03	24,998.00	11,021.97	55.9
2-82702 DNR PERMITS	.00	13,689.67	15,000.00	1,310.33	91.3
2-82703 LAB EXPENSES	256.19	8,820.46	28,000.00	19,179.54	31.5
2-82801 TRANSPORTATION EXPENSE-PLANT	86.22	1,323.10	11,000.00	9,676.90	12.0
2-82802 TRANSPORTATION EXPENSE-SEWER	157.97	3,037.88	32,126.00	29,088.12	9.5
TOTAL OPERATIONS	55,830.10	439,137.81	843,581.00	404,443.19	52.1
<u>MAINTENANCE</u>					
2-83101 MAINTENANCE - SEWERS - LABOR	593.16	4,281.95	.00	(4,281.95)	.0
2-83103 MAINT SUP & EXP-SEWERS	.00	1,261.51	50,000.00	48,738.49	2.5
2-83104 MAINT-LIFT STATION	.00	119.98	2,750.00	2,630.02	4.4
2-83105 MAINT-LANDFILL	.00	350.00	7,000.00	6,650.00	5.0
2-83300 MAINT PLANT EQUIPMENT	15,304.33	30,523.36	50,000.00	19,476.64	61.1
2-83400 BUILDINGS AND GROUNDS	4,161.76	7,074.49	10,000.00	2,925.51	70.7
TOTAL MAINTENANCE	20,059.25	43,611.29	119,750.00	76,138.71	36.4
<u>ACCOUNTING & COLLECTION</u>					
2-84000 BILLING AND ACCOUNTING LABOR	1,082.60	8,569.48	.00	(8,569.48)	.0
2-84001 BILLIN, COLL & ACTG SUP & EXP	1,814.14	7,478.40	11,646.00	4,167.60	64.2
TOTAL ACCOUNTING & COLLECTION	2,896.74	16,047.88	11,646.00	(4,401.88)	137.8
<u>ADMINISTRATION</u>					
2-85000 GENERAL OFFICE SALARIES	5,999.08	46,563.73	100,000.00	53,436.27	46.6
2-85100 OFFICE SUPPLIES & EXPENSE	830.83	4,917.56	10,000.00	5,082.44	49.2
2-85200 OUTSIDE SERVICES EMPLOYED	.00	16,186.20	21,000.00	4,813.80	77.1
2-85300 INSURANCE EXPENSE	.00	.00	13,413.00	13,413.00	.0
2-85400 EMPLOYEE BENEFITS	11,345.65	81,541.32	220,914.00	139,372.68	36.9
2-85600 MISCELLANEOUS GENERAL EXPENSE	666.23	4,790.75	84,315.00	79,524.25	5.7
TOTAL ADMINISTRATION	18,841.79	153,999.56	449,642.00	295,642.44	34.3

TOMAH WATER & SEWER UTILITIES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

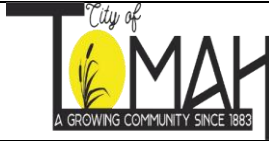
SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EMPLOYEE BENEFITS</u>					
2-92600 EMPLOYEE BENEFITS	(121.33)	.00	.00	.00	.0
TOTAL EMPLOYEE BENEFITS	(121.33)	.00	.00	.00	.0
 TOTAL FUND EXPENDITURES	 97,506.55	 652,796.54	 1,424,619.00	 771,822.46	 45.8
 NET REVENUE OVER EXPENDITURES	 176,168.26	 1,110,473.55	 1,831,392.00	 720,918.45	 60.6



SENIOR & DISABLED SERVICES DEPARTMENT

608-374-7476 pbuchda@tomahwi.gov
Website – City of Tomah



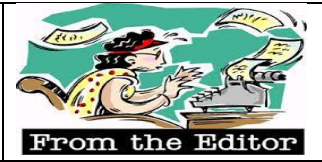
Kupper-Ratsch Senior Center A Community Gathering Place

1002 Superior Ave. Tomah, WI. 54660
Facebook page – **Tomah Senior Center**



SENIOR & DISABLED SERVICES SEPTEMBER 2026 MONTHLY REPORT

This report is a communication tool to keep you all updated.



VISION STATEMENT

The City of Tomah envisions empowering people as they age by promoting active, purposeful and positive aging while supporting independence, ensuring dignity & respect, and cultivating a culture of belonging for all through providing opportunities on a regular basis for members to engage, enrich, and empower their lives by the Senior & Disabled Services Department offering activities of interest, education, volunteering, and fostering community connections in an inclusive, person-centered environment.

MISSION STATEMENT

In accordance with city of Tomah Municipal Code 2-211, **the Senior & Disabled Services Department manages recreational, leisure, educational, and health programming as well as facilitates the operation of a consistent senior meal program in order to provide a safe place for the city's seniors and people with disabilities to engage in positive and purposeful activities.**



WELCOME TO THE KUPPER-RATSCH SENIOR CENTER

Are you looking for a place to do activities, to meet people and/or for you and others to get together to play cards or other games, exercise or eat lunch?

I encourage you to stop down and visit with us, check us out and take a tour of the senior center. We have a nice place with friendly people, and it is warm in the winter cold and cool in the summer heat.

We are open 8:30am to 4:30pm Monday thru Friday, except holidays.

Come on down and join us!

Pam Buchda, Paulette Bolton, & John Berry, City of Tomah's
Senior & Disabled Services Department Staff



**Tomah's senior center
is a Community
Gathering Place**

**"We are all about
making friends, being
friends, keeping
friends, and spending
time with friends."**

**"Come on down
and join us!"**

~Pam Buchda

THE BENEFITS OF Social Wellness

IMPROVED MENTAL HEALTH

SENSE OF BELONGING

INCREASED RESILIENCE

BETTER COMMUNICATION SKILLS



Things you can do to help sustain the senior center...

MEMBERSHIP: Be a member – it helps keep “the lights on and the doors open”. If you know of anyone who would like to join, have them come to the senior center to sign up.

DONATE: Donations of goods and/or funds are always appreciated and help with the budget.

If you would like to contribute, please make your donations at the senior center.

VOLUNTEER: We have ongoing volunteer needs as well as fundraising events coming up that will be needing volunteers. Please contact staff to make your availability known.



DEPARTMENT OPERATIONS



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT

This report is a communication tool to keep you all updated.



DEPARTMENT OPERATIONS

CITY OF TOMAH'S KUPPER-RATSCH SENIOR CENTER

2026 MEMBERSHIP DUES

Members 08-24-2026	Yearly Dues	Monthly cost breakdown	Category of Memberships
81	\$30.00	represents \$ 2.50 month	RESIDENT of City of Tomah (who is senior &/or disabled)
57	\$60.00	represents \$ 5.00 month	Non-Resident of Tomah (who is senior &/or disabled)
03	\$72.00	represents \$ 6.00 month	RESIDENT of City of Tomah (who is not senior or disabled)
0	\$120.00	represents \$10.00 month	Non-Resident of Tomah (who is not senior or disabled)
=141	MEMBERS		
	\$4.00		Guest Day Pass (adult 18+ years old)
	\$1.00		Guest Day Pass (Minors 2 -17 years old))
	Free		Guest Day Pass (Infants 0-1)

Due to some specific donations, we do have some Membership Scholarships available based on financial need, please bring last year's income info (such as income tax form) to the Director.

\$120.00		Membership Scholarships
----------	--	-------------------------

NOTE: At the City of Tomah's Kupper-Ratsch Senior Center, seniors are defined as 50 or more years.

MEMBERS of the SENIOR CENTER "FAMILY"!

JANUARY	June Abbott; Helen Bailey; Randy Ball; John Berry; Libby Berry; Rose Berry; Kathy Bish; Pat Block; Sandi Bloom; Mary Boettcher; Marian Brieske; Liz Brown; Trudy Brohmer; Sandy Callaway; Colleen Carl; Sandy Chroninger; Vicki Church; Vicki Church; Nancy Close; JoAnn Cram; Mary Davis; Diana Dombrowski; John Dostal; Carol Drysch; Cindy Engstrom; Jeanette Ewing; Tom Feldkamp; Becky Sue Fitzpatrick; Barb Goetzka; Sue Gottbeheat; Sue Greeno; Joslynn Gudim; Alyson Hefner; Marvin Henricks; Siegrun Horst; Doris Kelley; Jeff Kett; Chris King; Ruth Klug; Madonna Kuderer; Patty Liddane; Norman Markgraf; Helen Miller; Hugo Miller; Vern Nauman; Earra Nofsinger; Leta Nofsinger; Ken Olsen; Sue Prielipp-Olsen; Sueann O'Neil; Sharon Organ; Marvin Parker; Al Pasch; Henry Paulin; Pete Peterson; Nancy Phillips; Zan Pierce; Dale Raese; Marilyn Ratliff; Nancy Reidy; Earl Reinert; Lynn Reinert; Joanne Rezin; Sue Rezin; Bob Richert; Betty Roscovius; Carmen Salzwedel; Cathy Scherreiks; Douglas Semrau; Wanda Sheldon; Sue Sherman; Andrew Shumway; Donna Simonsen; Cassie Skogan; Joyce Skogen; Roy Skogen; Barbara Smith; Mary Smith; Julia Turmel; Samantha Turmel; Leona Von Haden; Anne Wallus; Bill Wilson; George Wilson; Marta Ziemis; Michael Ziemis;	85
FEBRUARY	Richard Ahn; David Batten; Renee Fletcher; Shelby Frei; Richard Gegenfurtner; Grace Heim; Julie Kemnitz; Ann Kerr; Mary Lovold; Heather McLoughlin; Enid Mistele; Susan Noth; Carolyn Roberts; Joanna Turmel;	14
MARCH	Pam Buchda; Dan Burton; Leon Clark; Pauline Clark; Liane Cummins; Coleen Helmkamp; Karen Kopenhafer; Terry Kopenhafer; Suellen Kress; Ken Macklin; Carol Myers; Gloria Niceswanger; Evelyn Noyes; Junior Noyes IN LOVING MEMORY... July: Please take a moment to remember & celebrate the life of member JUNIOR H. NOYES.	14 -1 =13
APRIL	Paulette Bolton; Audrey Chambers; Alicia Coenen; Melinda Hysel; Reita Perrigo; Angela Piemmons; Gary Shutter; Peggy Taylor; Rhonda VonHaden;	09
MAY	Donna Greeno; Gail Johnson; Pat Johnson; Maureen Juracich; Terry Juracich; Diane Wilson; Howard Wilson;	07
JUNE	Duane Kortbein; Marilyn Kortbein; Cheryl Weber;	03
JULY	Terri Schumann; Toni Wilson;	02
	WELCOME NEW MEMBERS of the SENIOR CENTER "FAMILY"!	134 -1 =133
AUGUST	Diane Buchda; Dorothy Gerke; Steven Gorkowski; Sonja Ley; Wendy Vann;	05
SEPTEMBER	Kari Curran; Chris Lewis; Lois Schultz;	03
	On a Professional Note: Thank you all for being members of & valuing the senior center. On a Personal Note: You all are threads in the fabric of my life. What a beautiful tapestry. Thank You from Pam!!	=141



DEPARTMENT OPERATIONS


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**

KUPPER-RATSCH SENIOR CENTER ATTENDANCE

NOTE: We do not always see/know how many people are in some evening &/or weekend activities or coming to the Traveling Office Hours, using the Giving Closet, or the Library, or the Reading Table, Etc. We can tell, later, that these services have been used, but not by how many people. So, we use the + sign to denote that, above the numbers recorded additional people have used our services.

Month	#Usage	Vol.s	Days/Evenings Open	Month	#Usage	Vol.s	Days/Evenings Open
January				July			
2026	1,541+	198+	26-01 Sun.,11 Eve.& 01 Sat.	2026	1,493+	153+	24-01 Sun.,12 Eve.& 01 Sat.
2025	1,795+	202+	24-01 Sun.,14 Eve.& 01 Sat.	2025	1,974+	219+	24-01 Sun.,16 Eve.& 01 Sat.
2024	1,487+	206+	25-01 Sun.,04 Eve.& 01 Sat.	2024	1,620+	175+	20-01 Sun.,08 Eve.& 01 Sat.
2023	1,387+	187+	23-01 Sun.,04 Eve.& 01 Sat.	2023	1,741+	203+	24-03 Sun.,01 Eve.& 01 Sat.
2022	856+	93+	24-01 Sun.,01 Eve.& 02 Sat.	2022	1,215+	161+	21-01 Sun.,05 Eve.& 00 Sat.
2021	407	21+	20-00 Sun.,02 Eve.& 01 Sat.	2021	1,078+	71+	21-01 Sun.,05 Eve.& 01 Sat.
2020	---	---	25-01 Sun.,02 Eve.& 01 Sat.	2020	586+	69+	24-01 Sun.,02 Eve.& 01 Sat.
February				August			
2026	1,807+	238+	21-01 Sun.,13 Eve.& 01 Sat.	2026	1,417+	153+	23-01 Sun.,03 Eve.& 01 Sat.
2025	1,688+	214+	24-02 Sun.,14 Eve.& 02 Sat.	2025	1,905+	205+	23-01 Sun.,02 Eve.& 01 Sat.
2024	1,847+	271+	27-04 Sun.,10 Eve.& 02 Sat.	2024	1,738+	190+	26-02 Sun.,09 Eve.& 02 Sat.
2023	1,626+	207+	21-01 Sun.,02 Eve.& 01 Sat.	2023	2,201+	239+	28-03 Sun.,02 Eve.& 02 Sat.
2022	1,039+	111+	19-00 Sun.,02 Eve.& 00 Sat.	2022	1,486+	202+	25-01 Sun.,04 Eve.& 01 Sat.
2021	383+	20+	20-00 Sun.,01 Eve.& 01 Sat.	2021	1,253+	139+	24-01 Sun.,04 Eve.& 01 Sat.
2020	---	---	22-01 Sun.,01 Eve.& 01 Sat.	2020	620+	74+	24-01 Sun.,02 Eve.& 02 Sat.
March				September			
2026	1,888+	257+	23-01Sun.,13 Eve.& 01 Sat.	2026	+	+	xx-xx Sun., xx Eve.& xx Sat.
2025	1,976+	208+	22-02 Sun.,11 Eve.& 01 Sat.	2025	2,002+	203+	23-01Sun., 08 Eve.& 01 Sat.
2024	1,902+	241+	25-02 Sun.,14 Eve.& 02 Sat.	2024	1,524+	166+	22-01 Sun.,05 Eve.& 01 Sat.
2023	2,349+	263+	26-01 Sun.,06 Eve.& 02 Sat.	2023	1,927+	208+	24-03 Sun.,06 Eve.& 01 Sat.
2022	1,390+	138+	24-01 Sun.,05 Eve.& 00 Sat.	2022	1,332+	170+	22-01 Sun.,06 Eve.& 01 Sat.
2021	617+	37+	23-00 Sun. 01 Eve.& 01 Sat.	2021	1,134+	112+	23-01 Sun.,08 Eve.& 01 Sat.
2020	---	---	16-00 Sun.,00 Eve.& 00 Sat.	2020	595+	59+	23-01 Sun.,03 Eve.& 01 Sat.
April				October			
2026	1,989+	237+	24-01 Sun.,11 Eve.& 01 Sat.	2026	+	+	xx-xx Sun., xx Eve.& xx Sat.
2025	2,137+	231+	24-01 Sun.,14 Eve.& 01 Sat.	2025	2,406+	312+	29-15 Sun.,15 Eve.& 01 Sat.
2024	1,872+	255+	26-03 Sun.,08 Eve.& 01 Sat.	2024	2,670+	270+	27-3 Sun.,12-23 Eve.& 1 Sat.
2023	1,870+	232+	26-01 Sun.,06 Eve.& 02 Sat.	2023	2,370+	282+	26-03 Sun.,11 Eve.& 01 Sat.
2022	1,340+	138+	21½-1 Sun,09 Eve.& 00 Sat.	2022	1,736+	244+	21- 1 Sun.,07 Eve.& 01 Sat.
2021	689+	43+	21-00 Sun.,01 Eve.& 01 Sat.	2021	1,410+	142+	24 -2 Sun.,08 Eve.& 01 Sat.
2020	---	---	00-00 Sun., 00 Eve.& 00	2020	602+	71+	25 -1 Sun.,03 Eve.& 02 Sat.
May				November			
2026	1,675+	194+	22-01 Sun.,05 Eve.& 01 Sat.	2026	+	+	xx-xx Sun., xx Eve.& xx Sat.
2025	2,031+	225+	22-01 Sun.,07 Eve.& 01 Sat.	2025	1,749+	218+	20-00 Sun.,13 Eve.& 02 Sat
2024	1,758+	246+	24-01 Sun.,03 Eve.& 01 Sat.	2024	1,785+	226+	24-03 Sun.,13 Eve.& 02 Sat.
2023	1,898+	247+	24-01 Sun.,04 Eve.& 01 Sat.	2023	1,862+	236+	25-03 Sun.,07 Eve.& 02 Sat.
2022	1,426+	128+	22-01 Sun.,07 Eve.& 00 Sat.	2022	1,322+	228+	21-01 Sun.,05 Eve.& 01 Sat.
2021	657+	37+	20-00 Sun.,03 Eve.& 01 Sat.	2021	1,101+	122+	20-01 sun.,05 Eve.& 01 Sat.
2020	---	---	00-00 Sun.,00 Eve.& 00 Sat.	2020	510+	76+	20-00 Sun.,01 Eve.& 01 Sat.
June				December			
2026	1,647+	176+	23-01 Sun.,07 Eve.& 01 Sat.	2026	+	+	xx-xx Sun., xx Eve.& xx Sat.
2025	1,902+	206+	22-01 Sun.,04 Eve.& 01 Sat.	2025	1,568+	242+	20-00 Sun., 13 Eve.& 01 Sat.
2024	1,588+	212+	23-01 Sun.,04 Eve.& 02 Sat.	2024	1,574+	230+	21-00 Sun.,10 Eve.& 01 Sat.
2023	1,795+	224+	25-01 Sun.,01 Eve.& 02 Sat.	2023	1,644+	242+	21-01 Sun.,03 Eve.& 01 Sat.
2022	1,461+	162+	23-01 Sun.,06 Eve.& 00 Sat.	2022	1,230+	219+	21-00 Sun.,06 Eve.& 01 Sat.
2021	965+	44+	22-01 Sun.,06 Eve.& 01 Sat.	2021	1,006+	88+	22-01 Sun.,05 Eve.& 01 Sat.
2020	270+	26+	14-01 Sun.,02 Eve.& 00 Sat.	2020	452+	48+	22-00 Sun.,01 Eve.& 01 Sat.
TOTALS				2026	+	+	First year of memberships
				2025	23,133+	2,685+	
				2024	21,365+	2,688+	
				2023	22,670+	2,770+	
				2022	15,833+	1,994+	
				2021	10,700+	876+	
COVID YEAR				2020	3,635+	423+	Jun15 thru December 31

HISTORY OF ATTENDANCE FACTORS: Did not take attendance before COVID. City senior center & County meal site closed due to COVID on March 17, 2020. Senior Center reopened on June 15, 2020 with full Precautions. We started taking attendance on June 15, 2020. January 2021 masks still required. July 26, 2021 County meal site reopened with masks optional at senior center.



DEPARTMENT OPERATIONS


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**

**ACTIVITIES/
EVENTS**

-Activities & events are listed in our monthly newsletter, on the big “daily” board in senior center, and on the ‘Tomah Senior Center’ Facebook page.
-If you have suggestions or a particular interest you would like to see happen, please share it with Pam at the senior center or at pbuchda@tomahwi.gov or 608-374-7476.

NEW GROUP --- PAINTING PROJECT with KEZIAH


DATE: 1st or 2nd Thursdays as scheduled...

First Class is Thursday, October 8, 2026

TIME: 12Noon to 2:00pm

PLACE: Kupper-Ratsch Senior Center

COST OF CLASS SUPPLIES: Prices vary with projects... Projects priced up to \$15 & includes cost of paint used.

Cost for supplies will vary from class to class depending on the painting project for each class.

SENIOR CENTER COST: Free with yearly membership or \$4 Adult Day Guest Pass & \$1 Minor Day Guest Pass

SIGN-UP: Class is limited to 16 people. Sign-up deadline is the Monday before the Thursday class.

CONTACT:

To Sign-up &/or to cancel, contact staff at senior center or at pbuchda@tomahwi.gov or 608-374-7476.

Future dates:

Nov. 5th & Dec. 10th

Our volunteer instructor purchases the project supplies. If someone that is signed up for class does not show up for class, the instructor is out that money for those supplies. Volunteering her time to you for the Class should not cost her.

POLICY: If you are signed up and did not cancel ahead of time and did not attend the class... **YOU ARE RESPONSIBLE TO PAY FOR THE PROJECT SUPPLIES for that missed class.** You will not be able to take another Class until your supplies are paid for. Please pay the senior center director the amount owed.

NEW GROUP --- CERAMICS with TIFFANY

Tiffany's
Ceramics & Pottery
The Creative Studio



DATE: 3rd THURSDAYS (starting August 20).

TIME: 12Noon to 3:00pm

PLACE: Kupper-Ratsch Senior Center

COST OF CLASS SUPPLIES: Prices vary with pieces... Pieces individually priced (up to \$15) & includes cost of paint used.

Cost for supplies will vary from class to class depending on the ceramics you choose to do.

SENIOR CENTER COST: Free with yearly membership or \$4 Adult Day Guest Pass & \$1 Minor Day Guest Pass

SIGN-UP: Class is limited to 16 people. Sign-up deadline is the Monday before the Thursday class.

CONTACT:

To Sign-up &/or to cancel, contact staff at senior center or at pbuchda@tomahwi.gov or 608-374-7476.

NEW GROUP --- ALIGNMENT/RESTORATIVE YOGA


DATE: Mondays (starting September 14th, 2026)

TIME: 4:30pm to 5:30pm

PLACE: Kupper-Ratsch Senior Center

COST: Free with membership
or \$4 Adult Guest Day Pass

VOLUNTEER: Instructor Dawn Parker

WHAT YOU WILL NEED: Block & Strap and own mat (senior center has some mats).

OTHER INFOR: Participants will need to climb steps to second floor, and to get up and down off floor/mats.





DEPARTMENT OPERATIONS


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**

NEW ACTIVITY --- E-TRICYCLE BIKE RIDES


DATE: Tuesdays with Rose
Wednesdays with Terry
TIME: 11am – 3pm by Appointment
Rides will be approx. 1-1 ½ hour
PLACE: Kupper-Ratsch Senior Center
COST: Free with membership
or \$4 Day Guest Pass
If any senior, person with disability, or veteran wants a ride in the wonderful outdoors during nice weather, **CONTACT TO SET UP APPOINTMENT** ahead of time with Pam at the senior center 608-374-7476 or pbuchda@tomahwi.gov

**ROUTES...**

Volunteer drivers/pilots Terry & Rose developed some routes. All routes start and end at the Kupper-Ratsch Senior Center back door. Right now, we have two scenic routes available – 1) Lake/Winnebago Park; and 2) Lemonweir/VA.

n.a.s.a.s E-Tribike

**REQUIRMENTS...**

1. Like the n.a.s.a. boat rides and their other rides, we will have a waiver to be signed.
2. For safety, biking helmets must be worn during the ride-we have 2.
3. Riders need to bring their own water bottles.
4. Rides may be cancelled if weather is not okay.

This is your Senior Center... What would you like? We are open to ideas & interests. If you have **suggestions or a particular interest** you would like to see happen, please share it with staff at the senior center or at pbuchda@tomahwi.gov or 608-374-7476. Clip Boards for new group suggestions and sign-up are in senior center office.

We have **one RENTAL OPPORTUNITY** – office or small retail place at **107 Milwaukee Street** (has a reception area, 2 offices & a meeting room).

If you are interested &/or have questions or would like a tour of the building, contact Pam at the senior center at 1002 Superior Ave. Tomah or 608-374-7476 or email pbuchda@tomahwi.gov \$750. monthly rent includes electricity, gas, and water & sewer. 517.25 square feet = approx. .69 cents sq. foot



Front of building
107 Milwaukee Street



Reception Area
107 Milwaukee Street



Meeting room
107 Milwaukee Street



Office #1
107 Milwaukee Street



Office #2
107 Milwaukee Street



DEPARTMENT OPERATIONS


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**


LOAN CLOSET USAGE EACH MONTH

Throughout the year, people come in needing durable medical equipment (*for themselves, for their parent, for their child*) at one of their most stressful times (ie: accident, major health event, surgery, etc.). Often, since it was unplanned, do not have money saved up to be able to buy equipment.

The following quotes are representative of a lot of statements/questions we hear...

"How much does it cost, I have \$10 to my name, but I can no longer hold my husband up in the shower, so he needs a shower chair."

"My father needs a wheelchair, the 'care worker' ordered one, but it will not come in for 4 to 6 weeks, and he needs one now but has no money to pay for one. Do you have one we could use until it comes in?"

"My daughter broke her leg, insurance will not pay for crutches, do you have some she can use until she heals?"

Month	#Donations	Days Donated of Open Days	Month	#Donations	Days Donated of Open Days
January			July		
2026	39	18 days of 21 days open	2026	75	21 days of 24 days open
2025	44	19 days of 24 days open	2025	51	20 days of 24 days open
February			August		
2026	44	18 days of 21 days open	2026	48	20 days of 23 days open
2025	44	19 days of 24 days open	2025	58	21 days of 23 days open
March			September		
2026	67	19 days of 23 days open	2026	xx	xx days of xx days open
2025	65	19 days of 22 days open	2025	61	21 days of 23 days open
April			October		
2026	53	20 days of 24 days open	2026	xx	xx days of xx days open
2025	56	20 days of 24 days open	2025	55	19 days of 29 days open
May			November		
2026	67	18 days of 22 days open	2026	xx	xx days of xx days open
2025	68	20 days of 22 days open	2025	51	16 days of 20 days open
June			December		
2026	63	18 days of 23 days open	2026	xx	xx days of xx days open
2025	55	21 days of 22 days open	2025	43	17 days of 20 days open

2025: 232 days Loan Closet used of 277 days open – 651 times used.

DONATIONS RECEIVED EACH MONTH

Throughout the year, we receive sponsorships and donations from individuals, organizations, and businesses.

We are very Grateful!!! It all makes a difference. Thank You!!!

Month	#Donations	Days Donated of Open Days	Month	#Donations	Days Donated of Open Days
January			July		
2026	52	17 days of 21 days open	2026	54	19 days of 24 days open
2025	81	22 days of 24 days open	2025	59	19 days of 24 days open
February			August		
2026	63	16 days of 21 days open	2026	59	18 days of 23 days open
2025	43	16 days of 24 days open	2025	78	21 days of 23 days open
March			September		
2026	54	18 days of 23 days open	2026	xx	xx days of xx days open
2025	57	19 days of 22 days open	2025	69	21 days of 23 days open
April			October		
2026	53	20 days of 24 days open	2026	xx	xx days of xx days open
2025	86	20 days of 24 days open	2025	82	21 days of 29 days open
May			November		
2026	36	18 days of 22 days open	2026	xx	xx days of xx days open
2025	69	20 days of 22 days open	2025	58	x17 days of 20 days open
June			December		
2026	67	19 days of 23 days open	2026	xx	xx days of xx days open
2025	59	21 days of 22 days open	2025	52	18 days of 20 days open

2025: 235 days Donations received of 277 days open with total of 793 donations.



DEPARTMENT BUDGET & FINANCE


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**

2026 GRANTS
Grants & items applied for ...
**FRANK G. ANDRES CHARITABLE TRUST**

-\$1,000 Received for Community Halloween Party-\$3600
 -\$1,000 Received for Music Program -\$2,500
 -\$ 300 Received for Bissel HydroSteam Carpet Cleaner
 -\$ 300 Received for Portable Display Board
 =\$2,600 Total Received

THANK YOU VERY MUCH TO ANDRES TRUST!!!**Thomas B. Earle Charitable Foundation Trust**

-\$? for Special Needs Programming - \$3,000
 -\$? for Popcorn Stand for our Popcorn Popper - \$2,000
 -\$? for Bicycle Rack for senior center - \$200
 -\$? for Gym Storage Rack for Yoga/Line Dance room - \$200
Still waiting to hear results of applications.

**DONATIONS RECEIVED EACH MONTH**

Throughout the year, we receive sponsorships and donations from individuals, organizations, and businesses.

We are very Grateful!!! It all makes a difference. Thank You!!!

Month	#Donations	Days Donated of Open Days	Month	#Donations	Days Donated of Open Days
January			July		
2026	52	17 days of 21 days open	2026	54	19 days of 24 days open
2025	81	22 days of 24 days open	2025	59	19 days of 24 days open
February			August		
2026	63	16 days of 21 days open	2026	59	18 days of 23 days open
2025	43	16 days of 24 days open	2025	78	21 days of 23 days open
March			September		
2026	54	18 days of 23 days open	2026	xx	xx days of xx days open
2025	57	19 days of 22 days open	2025	69	21 days of 23 days open
April			October		
2026	53	20 days of 24 days open	2026	xx	xx days of xx days open
2025	86	20 days of 24 days open	2025	82	21 days of 29 days open
May			November		
2026	36	18 days of 22 days open	2026	xx	xx days of xx days open
2025	69	20 days of 22 days open	2025	58	x17 days of 20 days open
June			December		
2026	67	19 days of 23 days open	2026	xx	xx days of xx days open
2025	59	21 days of 22 days open	2025	52	18 days of 20 days open
2025: 235 days Donations received of 277 days open with total of 793 donations.					

DONATION WISH LISTS

REGULAR ONGOING NEEDS	WISHING FOR...	WISH UPON A DREAM...
-Snacks (for 2pm daily snack time – bars, cookies, chips, prepared vgs, ice cream/sherbert, fruit, donuts, crackers/cheese, popsicles, etc.) -Coffee: regular & decaf -Creamers, sugar & sugar sub packets -Hot chocolate packets -Bingo Bash items for prizes (Shelf food, treats, TP, paper towels, cleaners, personal items, new or gently used treasures such as jewelry, knick-knacks, etc.) -Candy (individually wrapped) for the candy jars. -Napkins (in unopened packages)	-Music Sponsorships -Community Halloween Party Sponsorships -Special Needs Programming Sponsorships -Craft items & Baked Goods for the Annual Art & Craft Fair fundraiser. -Popcorn Machine Stand (\$1,700.00 specific brand and Measurements for our popcorn popper) -Bike Rack for outside the senior center. (\$250.00) -2-4 matching Little Libraries	-Building: Elevator to all 3 floors for handicap accessibility -Building 1002 : 1 st floor - new vinyl flooring (\$45,000.00) -Buildings: Point tuck outside (bricks/cement blocks that need it) -Buildings: Painting outside (over the “baby-poo” yellow to soft warm light mossy green to go with the brick color and the copper half-roof).



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



TOMAH AREA ANNUAL FREE COMMUNITY HALLOWEEN PARTY & HAUNTED WALK

October 31st

**4:30pm-6:30pm with games & game prizes &
5:15 Costume Judging**

Cutest-Most Original-Scariest in Age categories (0-3, 4-5, 6-9,
10-13, 14-17 & 18-100+) and Group Costume.
Overall Winners in Cutest, Most Original & Scariest.

At Recreation Park, Recreation Building, 1625 Butts Ave. Tomah

We need your help to sponsor this FREE event!

**Sponsors names are posted and announced at the event, as well as in our Senior
Center monthly newsletter; on our Facebook (Tomah Senior Center).*

We will also send you a Thank You poster to put up at your place.

Please make check to: City of Tomah's Senior & Disabled Services Dept

4:00pm to 7:00pm City Trick or Treat Hours



**Please be a SPONSOR*
of this event.**

— **Super Hero** \$1000 & Up
— **Mage** \$500 - \$999
— **Genie** \$250 - \$499
— **Magician** \$100 - \$249
— **Great Pumpkin** Up to \$99

**Donations of any size are
appreciated!**



**Music is good for the soul.
It touches us and fills us.
It reminds us of past
memories and creates new
memories.
It brings us together.
It is a celebration of life.**



**FACT:
ONE OF THE ONLY
ACTIVITIES THAT
ACTIVATES,
STIMULATES
AND USES
THE ENTIRE
BRAIN IS
MUSIC.**



David Avocado Wolfe



MUSIC SPONSORSHIPS NEEDED

We believe in the benefits of music for all of us. As a result, we have a **music program** here at the senior center with the idea of free admission to weekly live music entertainment.

DATE: Fridays TIME: 10:15am-11:15am

COST: FREE with Membership, or \$4 Guest Day Pass

PLACE: Kupper-Ratsch Senior Center

SPONSORS: Could this be you?!!!



**The music program is our most expensive ongoing program and is solely
funded by sponsorships, donations, grants and, if fortunate, volunteers
sharing their time and musical talents.**

The weekly music costs for the senior center are anywhere between
volunteering-for-free to \$175 an hour for a music performance.

The yearly cost of our Music Program is about \$5,000.

Please be a sponsor of music! Donations of any size are appreciated!

Please make check to: City of Tomah's Senior & Disabled Services Dept



ART & CRAFT FAIR FUNDRAISER

Senior Center Fundraiser

Help us raise money for our senior center...

Donations of ART and CRAFTS donated before event would be greatly
appreciated for our booth at our Annual Art & Craft Fair.

OTHER VOLUNTEER NEEDS: Making baked goods/treats for event.

DATE: Saturday, November 21, 2026 (Set-up: Friday, Nov. 20)

TIME: Event: 9:00am to 3:30am Volunteers: 8:30am to 4:30pm

PLACE: Recreation Building at Recreation Park

Set-up: Friday, Nov. 20 --- Volunteers: 12:30pm to 4:30/5pm

CONTACT: Pam 608-374-7476 or pbuchda@tomahwi.gov



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



POLICY – RENTAL USE OF SENIOR CENTER

**Are You having a family gathering? A class reunion?
Need a place to meet? Check out the senior center.**

**There are some opportunities to...
RENT A SPACE for events/meetings at the
Senior Center.**

**APPLICATIONS ARE SUBJECT TO
APPROVAL by City of Tomah's Senior &
Disabled Services Director.**

*The City of Tomah and/or The City of Tomah's
Senior & Disabled Services Department retains
the ability to deny use of building based on
availability of staff, activities/ events scheduled,
other bookings, history of usage/how facility
was treated before, etc.*



Main room



Activity room



Kitchenette



Area for food set up

RENT (and License Fees, if applicable) ARE DUE AND PAYABLE AT TIME OF APPLICATION.

PRIVATE APPLICANT

Member-city resident \$92.00
Member-non-resident \$110.40

PRIVATE APPLICANT

Non-Member-city resident \$126.50
Non-Member-non-resident \$144.90

PUBLIC/NON-PROFIT APPLICANT

Public applicant, city resident \$10.00
Public applicant, Non-resident \$55.00

Private groups that are ongoing, regularly scheduled (ie: 2-4 times monthly, 4-12 times yearly, etc.) are half the above rents each time here.

MEMBER: Paid senior center membership dues.

RESIDENT: Lives in the City of Tomah

PUBLIC/NON-PROFIT: Refers to clubs/service organizations that deal with service and civic involvement for the community, such as scholarships, good deed projects, etc.

NON-MEMBER: Has not paid membership dues.

NON-RESIDENT: Does not live in the City of Tomah

PRIVATE: Refers to farm organizations, industry, businesses, private parties or any other gatherings with the objective to make money not used for civic improvement.



DEPARTMENT ADMINISTRATION


**SENIOR & DISABLED SERVICES
DEPARTMENT MONTHLY REPORT**


04 **GOAL:** In 2026, the City of Tomah's Senior & Disabled Services Department will continue to
of be staffed to operate with regular open hours and to maintain an effective, positive employee
04 team for the city's Senior & Disabled Services Department throughout the year.

City of Tomah's SENIOR & DISABLED SERVICES BOARD

2025-2027 TERM (April to April)	2024-2026 TERM (April to April)
Sandi Bloom, Citizen Susan Greeno, Citizen, SECRETARY Mitch Koel, Alderperson District 5 Evelyn Noyes, Citizen	Paul Dwyer, Mayor Jenna Moser, Citizen Lauri Shumway, Citizen, VICE-CHAIRPERSON Shawn Zabinski, Alderperson District 4, CHAIRPERSON

NAME	City of Tomah's SENIOR & DISABLED SERVICES EMPLOYEES		
Pam Buchda	Senior & Disabled Services Director (SDSD)	FT: Salary 40 hours week	07-02-2018
Paulette Bolton	Senior & Disabled Services Aide (SDSA)	PT: Budget 20 hours week	07-13-2021
John Berry	Senior & Disabled Services Aide (SDSA)	PT: Budget 10 hours week	01-13-2025

-**Lexipol employee in-service** training program, all senior center staff have been trained to use and are working on the twelve city-required training modules.

PROFESSIONAL ORGANIZATION INVOLVEMENT

- Wisconsin Association of Senior Centers (WASC)** Kupper-Ratsch Senior Center member since January 2019, meetings/education as scheduled. Director served on 2024 WASC State Conference Committee.
- Wisconsin State Aging Advisory Council (SAAC)**
Director serving since 2022, 2026 starts 2nd 3-year term. Meetings 2nd Thurs. 10am-12 online.
- National Council on Aging (NCOA)** Online meetings/education as scheduled and appropriate.
- Healthy Brain Coalition of Monroe County** Meetings on 1st Thursday 3:00pm.
- Wisconsin Coalition for Social Connection (WCSC)** Meeting 3rd Tuesday (Feb, Apr, June, Aug, Oct, Dec) 2pm.

MEETINGS:

- Ongoing: **Tomah's Great Holiday Shopping Hunt (TGHSH)** meetings:
1st Tuesday at 4:30pm every other month (starting in March) at the senior center.
- Ongoing: **Special Needs Planning Committee** meetings:
1st Tuesday at 5:30pm every other month (starting in January) at the senior center.
- Ongoing: **Senior & Disabled Services Board** meetings:
1st Tuesday at 6:30pm every other month (starting in January) at the senior center.
- Ongoing: **City Department Head** Meetings:
2nd & 4th Mondays at 1pm to 3pm &/or as scheduled, usually at city hall.
- Ongoing: **City Committee of the Whole Meeting**, to answer any questions about department.
2nd Monday at 6:30pm at city hall. (Written report due in Municode agenda on 1st Wednesday).
- Ongoing: **City Council Meeting**, depending on what is on the agenda.
3rd Monday at 6:30pm at city hall. (Written report due in Municode agenda on 2nd Wednesday).
- As Scheduled: **Other city meetings**, depending on if the senior center has a subject on the agenda, (IE: Budget meetings; Trainings; Community Forums, Strategic Planning meetings, any required additional meetings, etc.) as scheduled.

If you have any questions, please feel free to contact me.
Sincerely, *Pam Buchda*, Tomah's Senior & Disabled Services Director

Tomah Public Library

August 2026 checkouts: Physical checkouts = 5,245; August 2026 E-books checkouts = 2,545

Total checkouts August 2026 = 7,790

Adult Department Events:

8/15 Houseplant Swap

8/16 *Project Hail Mary* (movie for grown-ups)

8/31 Summer Reading Bingo ended; prizes given to 29 adults who completed the challenge

Children/Young Adult Department Events:

8/5 Pokémon Club

8/8 Warrior Cat Hangout

8/13 End of Summer Reading Program party at Firemen's Park

8/20 *Project Hail Mary* (movie for all ages)

Legos at the Library (Tuesday nights)

Story times: 6:30 pm Mondays, 10 am & 11:15 am Tuesdays, and 10 am Wednesdays (Baby time) and Little Movers (8/26)

Director's Notes:

- There was a great turnout for Irma's retirement open house on 8/19.
- Monroe County residents will still be eligible for the Dolly Parton Imagination Library beginning 1/27. Winding Rivers is funding the postage needed to participate for the first two years of the program and will fund-raise after that. Monroe County children from birth to five years receive one book a month, delivered to their home. This opportunity was in the works prior to Dolly's death, and her foundation is set up to continue the charitable work she began.

- Our 24-7 pick-up lockers are available. These are a great option for folks who can not pick up their library materials during our open hours, for whatever reason.
- We have begun tracking how our upstairs (adult department) is used. Our usage tally for August is: Reading/working space-233 users, Copies/Printing-81 users, 14 faxes sent, 43 in-library newspaper users, and 20 in-library magazine users.
- TPL will host The Manhattan Short Film Festival during the last weekend in September and first weekend in October. TPL is one of only 19 locations in WI that offer this festival, most are in larger cities.

Respectfully submitted, Trish Skofronick, Director, Tomah Public Library



Zoning Monthly Report

Aug. 2026

From Charlie Handy, Zoning Administrator

- Completed Plan Commission meeting, monthly reports, etc.
- Met with developers regarding potential short and long-term development projects
- Continue working on the 2026 Zoning dept. work plan
- Performed various enforcement activities
- Started 18-month process of drafting update to Floodplain/Shoreland Zoning Ordinance per state model ordinance
- Drafted TIF responses and potential developers' agreements for economic development projects
- Conducted Weekly Economic Development Staff meetings
- Completed Demolition and Auction of 103 Clark St.
- Drafted Residential RFP's for two tomah sites
- Prepared two annexation submittals
- Working collectively with staff to draft Tomah Marketing Plan
- Scheduling a Developer's Tour for Sept. 30th
- Soliciting / surveying largest employers for workforce needs
- Completed CDI grant application for Indoor Outdoor Market and apartments on Brieske lot downtown

GEC August 2026 Report

Issued Date	Owner Name	Building Address	Census Code	Fee Total
8/1/2026	Allen Pasch	303 McAdams Dr.	131 - Electrical Only	\$ 171
8/4/2026	Nolan Hanson	680 Jefferson st	101 - Single Family House	\$ 1,056
8/7/2026	Aquiles Garcia	1119 Superior Ave.	131 - Electrical Only	\$ 220
8/7/2026	Berwyn Ryckman	212 W Cameron St.	649 - Demolition and Razi	\$ 110
8/7/2026	Kimberly Noth	1023 McLean Ave	434 - Residential Addition	\$ 165
8/12/2026	Darren Price	201 Larkin Street	131 - Electrical Only	\$ 220
8/12/2026	Grace Unverzagt	1218 1/2 Hansen Stre	120 - Decks and Porches	\$ 248
8/13/2026	Laura Tralmer	1125 Park View Dr	434 - Residential Addition	\$ 275
8/13/2026	Tammy Bruss	1809 Goodland Ave	120 - Decks and Porches	\$ 248
8/17/2026	Berwyn Ryckman	212 W Cameron St.	438 - Additions of Resider	\$ 419
8/19/2026	Chris Bedell	502 West Juneau Stre	130 - Plumbing Only	\$ 116
8/24/2026	Rick's Certified Auto	701 Superior Ave.	131 - Electrical Only	\$ 220
8/26/2026	Gloria Kratche	316 May Street	130 - Plumbing Only	\$ 116
8/26/2026	Scarlett Jorgenson	308 Green Acres	131 - Electrical Only	\$ 171
8/26/2026	Sheldeen Springer	308 W. Clifton St.	434 - Residential Addition	\$ 165
8/27/2026	Nancy Close	301 West Foster St	434 - Residential Addition	\$ 165
			Aug. Total	\$ 4,085
			YTD	\$ 49,652
			Budget	\$ 80,000

IWorQs August Monthly Report

Permit #	Permit Date	Permit Type	Project Description	Parcel Address
7228	8/26/2026	Sign Permit	Replace existing mess	1231 N SUPERIOR AVE
7221	8/22/2026	Fence	Chain link fence aroun	419 NICHOLS STREET
7212	8/17/2026	Shed Permit<120 squa	She'd 120 square feet	707 PACKARD STREET
7208	8/12/2026	Sign Permit	(1) new set of face lit/h	1601 Rusch St.
7207	8/12/2026	Fence	Replacing existing fen	453 N GLENDALE AVE
7204	8/10/2026	Fence	Wood fence along the	1512 GRANT ST
7197	8/3/2026	Fence	Fence Installation	1414 KILBOURN AVEN
				Aug. Total
				YTD
				Budget

46 Code Enforcement orders to correct
 22 orders corrected by Aug. 27th

Total Fees	
\$	70
\$	35
\$	27
\$	70
\$	35
\$	35
\$	35
\$	307
\$	5,073
\$	4,200

Tomah Public Housing Authority
Office– 720 Williams St, Tomah WI 54660
Mailing Address: PO BOX 204, Tomah, WI 54660

(608) 374-7455, Fax (608) 374-7458, e-mail tomahpha@tomahpha.onmicrosoft.com

TPHA-Monthly Report

September Committee of the Whole 2026

Properties:

Lakeside currently has 4 vacancies. Three units have been taken offline due to extensive damage and repairs being needed. One of these units with extensive damage is having flooring installed and will be ready by the end of this month. One unit was recently vacated and will be ready for move-in shortly.

Waitlist: 32

Tomah Manor currently has 5 vacancies. One unit is receiving new flooring and will be ready shortly. One unit was recently vacated and will also be ready shortly. 3 units we are having a difficult time housing. Applicants come to view them and decline because they are small efficiencies. We will continue going down our list until we find someone to occupy the units.

Waitlist: 33

Section 8 waitlist is 3, however, we have been put on a hold for Section 8 Vouchers.

Currently serving-16 regular Vouchers and 44 VASH (Veterans) Vouchers.

Other Info:

Staff will be attending the WAHA Fall Conference the 14th-17th in Steven's Point.

Submitted by: Sandra Vierck, Executive Director

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Authorize Parks and Recreation to apply for a Nielson Family Foundation grant

Summary and Background Information:

Grant applications are due by September 30th each year. Dir. Protz is requesting approval to apply for a replacement door for Recreation Station at a cost of \$4,500. The current door has been in place since 1974.

Recommendation From: Parks and Recreation Commission to Approve

Minutes Attached: Yes ☒ No ☐

Budget Account: Grants and Donations

Fiscal Impact: None to General Budget.

Staff Responsible for implementation: Parks and Recreation Department.

Economic Impact: Improvement to Parks and Recreation Facility.

Zoning/Rezoning Issues: None

Supports Organizational Goals: Yes ☒ No ☐

Questions from Administrator:

Grants Pursued/Opportunity Pursued: Nielson Family Foundation grant.

Recommendation: A motion to approve this item should read, "Recommend authorization for Parks and Recreation Director to apply for the for the Nielson Family Foundation Grant".

Administrator

Date

Joe Protz
Department Director

9-9-2026
Date

Committee: Committee of the Whole

Meeting Date(s): Sept. 14, 2026

MEETING MINUTES - CITY OF TOMAH

The City of Tomah **Parks & Recreation Commission (PRC)** met on Monday, August 31, 2026 at 6:00 PM at City Hall, 819 Superior Ave., Tomah. 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, JoAnn Cram, Bryan Pierce, Scott Brand, Dean Peterson, Travis Scholze, and Donna Evans. The following members were absent: None.

Also present: Eric Roellig and Admin. Steve Sarvi.

1. Approval of Minutes of July 27, 2026, regular meeting. Motion by O Moser, second by D Evans to accept the regular meeting minutes of the July 27, 2026. Motion approved.

2. Review and Recommend Approval to Apply for Nielson Family Foundation Grant. Grant applications are due by September 30th each year. Dir. Protz is requesting approval to apply for a replacement door for Recreation Station at a cost of \$4,500. The current door has been in place since 1974.

Motion by D Peterson, second by D Nelson to recommend the Common Council authorize Dir. Protz to submit a grant application to the Nielson Family Foundation requesting \$4,500 to purchase and install a new door at Recreation Station. Motion approved.

3. Discussion and Possible Recommendations on the Tomah Aquatic Center and/or Tomah Recreation Center. Potential options were discussed regarding the current Tomah Aquatic Center and the future of the proposed Tomah Recreation Center. Due to the leaks within the pool, the analysis of the pool would benefit from having a geotechnical engineer provide a soils analysis and a ground penetrating radar study at the existing facility. A full study would develop options to consider complete replacement of the pool with a basic rectangular pool and/or a new zero-entry pool, partial replacement by removing and replacing the deep end/lane area of the pool, and decommission of the facility and installation of pickleball courts. The main objectives of the full study were to: 1. Verify the current condition of the facility. 2. Develop concepts for renovations and additions to the facility. 3. Develop costs, timelines, and operational impacts for concepts. 4. Build consensus among the pool committee or city council on the priority of repairs and renovations for the aquatic facility. The cost of the full study is approximately \$30,000. Dir. Protz suggested that the City continue first with a soil analysis and ground penetrating radar study at the existing facility prior to authorizing a full study with all the proposed steps. It is estimated that the cost for this portion of the study would be between \$2,000 and \$5,000.

Motion by T Scholze, second by O Moser to authorize Dir. Protz to submit proposals to hire a geotechnical engineer to provide a soils analysis and ground penetrating radar study at a cost not to exceed \$5,000. Motion passed.

Dir. Protz gave an overview on moving forward with the site plan for the Tomah Rec Center. Is the community more focused on an indoor pool or an indoor Rec Center? Can the community support both? In addition, basketball courts would be built plus an indoor walking track around the gym. A layout of the proposed Tomah Rec Center was presented. Dir. Protz suggested doing a survey to determine what the community would like to see. The construction will be done in multiple phases. Does the Commission like the proposed layout and the flow of the building? From there we can determine the cost for each phase followed by a community survey to determine the support for the project to include funding. The center could be a multi-use facility that would serve a large portion of the population. Operational costs would have to be discussed to determine what would be needed for staffing purposes. It was the consensus to first determine what the potential costs would be for construction. The consensus of the Commission members was good as to the size of the building. Potential costs for each phase should be determined for further discussion in September to see where we're at. A scope of work will be prepared for the Commission to review.

Page 2 – Parks and Recreation Commission Meeting Minutes – August 31, 2026

4. Parks and Recreation Program Report. Director Protz reviewed the monthly Program report. Staff are cleaning shelters and rentals, and summer activities. Recreation programs continue to include Adult Co Rec Softball, Co Rec Volleyball, and youth football. Dir. Protz is working on getting estimates on feasibility for the Aquatic Center. Recreation Park continues with multiple events to include the Rotary Block Party and a Reptile Show. The Tomah Ice Center has ice and WI Woodsmen began activity. Staff continues working on grounds cleanup from large summer events.
5. Next meeting will be September 28th at 5:45 PM
6. Motion by D Peterson, second by T Scholze to adjourn. Meeting adjourned at 6:31 p.m. Motion passed.

Respectfully Submitted:

JoAnn Cram, August 31, 2026

**NIELSEN FAMILY FOUNDATION
P.O. BOX 725
TOMAH, WISCONSIN 54660
(608)372-3239**

May 13, 2026

VIA EMAIL

Ms. Nicky Jacobs, City Clerk
Mr. Nick Morales, City Administrator
CITY OF TOMAH
819 Superior Avenue
Tomah, Wisconsin 54660

Re: In the Matter of the Nielsen Family Foundation

Dear Ms. Jacobs and Mr. Morales:

I am writing to follow-up our previous communications with respect to the above-referenced Foundation.

Enclosed for your review, please find the Grant Application Form for your use when applying for distributions from the trust. Grant applications shall be submitted on or before September 30th of each calendar year. Grant applications approved, will be awarded and distributed prior to December 31st of each year.

As you recall from our previous correspondence, Section 5.9 of the trust set forth specific provisions regarding the distribution of funds from the trust as follows:

Section 5.9 Nielsen Family Foundation

(a) Name of Foundation. The name of the Foundation shall be the Nielsen Family Foundation.

(b) Statement of Purpose. It is the settlors' intention that the trust proceeds be used for the benefit of the City of Tomah, primarily for the benefit of the Board of Public Works, Parks and Recreation and the Library. The settlors further direct that the distributions be made for capital improvements to buildings used for the following:

- (1) Capital improvements to buildings, such as new roofs and HVA systems.**
- (2) Construction of new buildings for City of Tomah related operations.**
- (3) Remodel existing buildings.**
- (4) Purchase land for future building sites.**
- (5) Utility construction.**

Ms. Nicky Jacobs, City Clerk
 Mr. Nick Morales, City Administrator
 May 13, 2026
 Page 2

The foregoing are intended as examples of permitted uses and are not intended to be exclusive.

The settlors request, but do not direct that funds be used to purchase real estate near the current Tomah Public Library to be used for the construction of a children's library and to house the Tomah Area Historical Society.

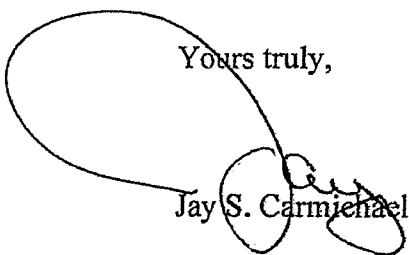
The settlors direct that the trust funds shall not be used for any of the following:

- (1) To pay interest on any City of Tomah obligation.**
- (2) For the purpose of purchasing of equipment, vehicles, computers, machinery, or other tangible personal property or the maintenance thereof.**
- (3) To pay for City of Tomah employees' labor, salaries or employee expenses of City of Tomah employees.**
- (4) Be distributed to any organization not a subsidiary or affiliate of the City of Tomah.**

The settlors request, but do not direct, that a plaque or similar device be posted in the City Hall listing the projects which were made possible by the Foundation funds for the previous five years or more.

The next meeting of the trustees of the Foundation will be at 2:30 p.m. on July 8, 2026, at the offices of Carmichael & Quartemont, S.C., 916 Oak Street, Tomah. If you would like to have a city representative attend the meeting to discuss any questions you may have, please advise the undersigned by email or telephone that you wish to attend and the name of the party attending. If you elect to attend, you will be at the top of the agenda after the meeting is called to order.

Yours truly,


 Jay S. Carmichael, Secretary

JSC:tas

Enclosure

cc: Mr. David Nielsen
 Dr. Christine Jacobsen
 (via email)

THE NIELSEN FAMILY FOUNDATION GRANT APPLICATION FORM

I. THE APPLICANT

- A. Name: City of Tomah
- B. List the following:
 - (i) The name of the person(s) or committee responsible for requesting this grant application;
 - (ii) Title, telephone, fax and email address of the party responsible.

II. THE PROJECT

- A. Describe your proposed project, including the following:
 - (i) The purpose and goals of your project;
 - (ii) The total cost of the project;
 - (iii) How the total project cost was determined;
 - (iv) The source of other funds, if required;
 - (v) What assurances exist that any other funds required will be received;
 - (vi) Describe those served by the project;
 - (vii) The timeline for the project - when the project will begin and when it will be completed;
 - (viii) A description of how the project will be funded in future years, if applicable.

Grant distribution guidelines and requirements are listed on page 3.

STATEMENT FROM APPLICANT

The undersigned, the duly appointed and acting Clerk of the City of Tomah, does hereby certify that the information provided in this grant application is accurate and complete to the best of applicant's ability and knowledge. I further acknowledge that if awarded a grant from the Nielsen Family Foundation, the City of Tomah will provide certification to the Nielsen Family Foundation that the funds have been used for the

purposes for which the grant was awarded. The undersigned will make this certification within the time specified in the grant. I certify that this application has been authorized by the common council of the City of Tomah.

CITY OF TOMAH

By: _____
Name Printed: _____
City Clerk
Date: _____

GRANT DISTRIBUTION REQUIREMENTS AND GUIDELINES

Trust Provisions Regarding Distributions

Statement of Purpose. It is the settlors' intention that the trust proceeds be used for the benefit of the City of Tomah, primarily for the benefit of the Board of Public Works, Parks and Recreation and the Library. The settlors further direct that the distributions be made for capital improvements to buildings used for the following:

- (1) Capital improvements to buildings, such as new roofs and HVA systems.
- (2) Construction of new buildings for City of Tomah related operations.
- (3) Remodel existing buildings.
- (4) Purchase land for future building sites.
- (5) Utility construction.

The foregoing are intended as examples of permitted uses and are not intended to be exclusive.

The settlors request, but do not direct that funds be used to purchase real estate near the current Tomah Public Library to be used for the construction of a children's library and to house the Tomah Area Historical Society.

The settlors direct that the trust funds shall not be used for any of the following:

- (1) To pay interest on any City of Tomah obligation.
- (2) For the purpose of purchasing of equipment, vehicles, computers, machinery, or other tangible personal property or the maintenance thereof.
- (3) To pay for City of Tomah employees' labor, salaries or employee expenses of City of Tomah employees.
- (4) Be distributed to any organization not a subsidiary or affiliate of the City of Tomah.

The settlors request, but do not direct, that a plaque or similar device be posted in the City Hall listing the projects which were made possible by the Foundation funds for the previous five years or more.

Guidelines

Application Procedure: Grant applications shall be submitted on or before September 30th of each calendar year. Grant applications approved will be awarded and distributed prior to December 31st of each year.

Required Documents:

1. Program Budget for each project or use for which you are requesting support.
2. Completed Application for each distribution request.

8/24/2026 10:25 AM

Project Name: DJK-Tomah Glass City of Tomah MP29209-26

Frame Set Name: Frame Set 1

Frame Name: Frame 1

Metal Group: *MPG NEW T14000 CG/SS/OG STOPS UP

D/S: 1 Frame Type: Standard

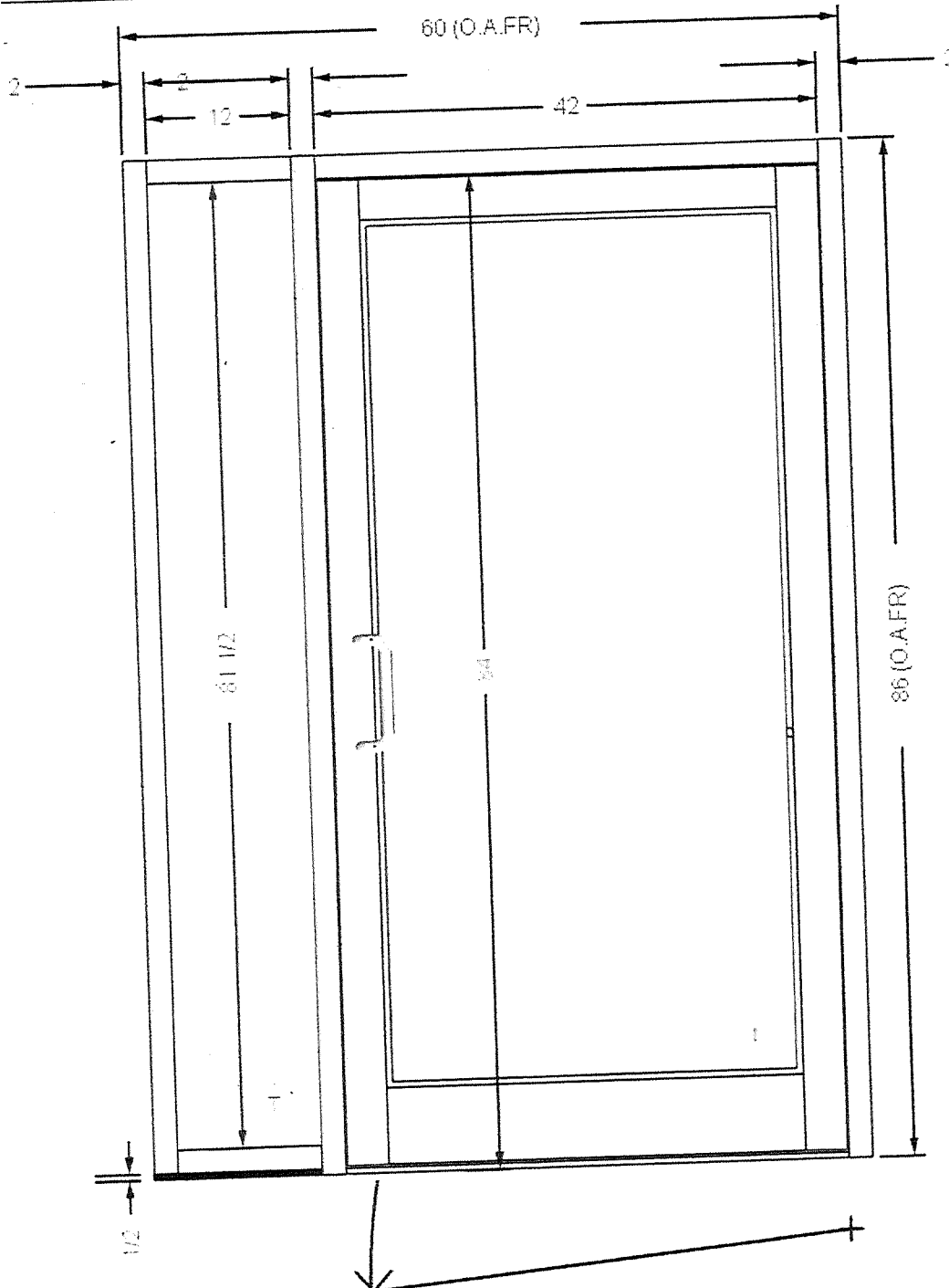
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STAFF REPORT

AGENDA:

Request for Review and Recommendation from the Ambulance Commission Regarding Increase in 2027 Per Capita Rate for Tomah Area Ambulance Service

SUMMARY:

2027 Ambulance Service Per Capita Rate Proposal

As we begin preparing the **2027 Ambulance Service budget**, the Ambulance Commission has carefully reviewed the financial needs of the service and the current per capita contribution provided by the municipalities we serve.

After that review, the Commission is recommending that the **2027 per capita rate be increased from \$20.00 to \$21.00 per resident.**

This is not a request being made lightly. It is a necessary step to ensure that our Ambulance Service remains financially responsible and capable of providing the level of emergency medical care our communities have come to expect.

The Current Rate Has Remained Unchanged Since 2023

The last per capita increase occurred in 2023, when the rate increased from **\$17.50 to \$20.00**. The rate has remained at \$20.00 for the past several years despite significant increases in the cost of doing business.

During that same period, virtually every major expense associated with operating an EMS system has increased, including:

- **Employee wages and benefits**
- **Ambulance purchase and replacement costs**
- **Fuel and vehicle maintenance**
- **Medical supplies and equipment**
- **Insurance**
- **Utilities**
- **Training and continuing education**
- **Technology and communications**
- **General operating expenses**

The reality is simple: **the cost of providing emergency medical services continues to increase, while our per capita contribution has remained unchanged.**

This Is a Small Increase with a Significant Purpose

The proposed increase is only **\$1.00 per resident.**

For a municipality with 1,000 residents, that represents an additional **\$1,000 per year.**

For a municipality with 2,500 residents, it represents **\$2,500 per year.**

For a municipality with 5,000 residents, it represents **\$5,000 per year.**

When viewed against the cost of maintaining ambulances, staffing emergency medical personnel, purchasing medical equipment and keeping the service available **24 hours a day, 365 days a year**, the proposed increase is a very modest investment in an essential public safety service.

The Per Capita Contribution Does Not Fund the Entire EMS System

It is also important to understand that the municipal per capita contribution represents **less than 5% of the Ambulance Service's overall operating budget.**

The Ambulance Service carries the responsibility of maintaining the personnel, equipment, facilities and infrastructure necessary to respond when someone in our community calls 911.

The \$21.00 per capita contribution is therefore not intended to cover the entire cost of EMS. Rather, it is one component of a larger financial structure that allows the service to remain available and financially sustainable.

We Need to Stop Waiting for Large Increases

The Commission believes there is a better approach moving forward.

Rather than allowing the per capita rate to remain unchanged for several years and then having to request a significant increase, **we should make smaller, predictable adjustments on a regular basis.**

A modest increase each year is easier for municipalities to anticipate and incorporate into their budgets. It also allows the Ambulance Service to keep pace with increasing operating costs instead of continually falling behind.

This is the approach we believe is most responsible to both the Ambulance Service and the municipalities that support it.

\$21.00 Is Still a Very Reasonable Rate

Even with the proposed increase, a **\$21.00 per capita rate remains well below the state average.**

We are not proposing an excessive increase. We are not attempting to place an unreasonable financial burden on our municipalities.

We are asking for **one additional dollar per resident** so that we can continue responsibly planning for the future of our EMS system.

This Is About Maintaining the Service Our Communities Depend On

When someone calls 911, they don't call because it is convenient. They call because they are having an emergency.

They expect an ambulance to be available.

They expect trained personnel to respond.

They expect that ambulance to be properly equipped, maintained and ready to go.

And most importantly, **they expect us to be prepared before the emergency happens.**

That preparation has a cost.

The Commission's responsibility is to make sure we address those costs **before they become a financial crisis**, rather than waiting until the situation requires a much larger adjustment.

Commission Recommendation

For these reasons, the Ambulance Commission is recommending that the municipal per capita contribution for **2027 be increased from \$20.00 to \$21.00 per resident.**

This is a **modest, responsible and necessary adjustment** that will help the Ambulance Service manage increasing operating costs, maintain financial stability and continue providing dependable emergency medical services to the communities we serve.

We believe it is better to make a small investment today than to be forced to make a much larger adjustment tomorrow.

Our communities deserve an EMS system that is not only capable of responding to today's emergencies, but is financially strong enough to be there for the emergencies of tomorrow.

Currently the income from per capita exists as such...

City of Tomah 9696 (population) X \$20.00 = \$193,920.00 annually

Outlying service area 10,063 (population) X \$20.00 = \$201,260.00 annually

Total for FY26 is \$395,180.00

Recommendation:

It is requested that the Ambulance Commission make a recommendation to the Committee of the Whole/Common Council at the September meetings regarding authorization to increase the per capita rate for the Tomah Area Ambulance Service by \$1.00 in 2027, taking it from \$20.00 to \$21.00.



Fire Chief Tim Adler
Public Safety Director

Adam Robarge, CCTP
Deputy EMS Chief

Ambulance Commission

Meeting Minutes: August 27, 2026

Date/Location of Meeting: August 27, 2026, Public Safety Building

Members in Attendance: Kerwin Greeno, Richard Yarrington, Brede Sorenson, Rick Murray, Jeff Cram, and Joyce Stenklyft

Members Absent: Sandra Vierck

Others Present: Public Safety Director Tim Adler, Deputy EMS Chief Adam Robarge, and Public Safety Administrative Assistant Christi Anderson

Meeting called to order at 5:02 PM

- **Approve Minutes:** Motion made by Kerwin Greeno, second by Rick Murray to approve the **June 23, 2026**, meeting minutes. Motion carried.
- **Persons Desiring to be Heard:** None.
- **Discussion and approval of the 2027 Per-capitia rate.**
 - Discussion was had with the Commission Members.
 - The per-capitia is less than 5% of our budget.
 - A recommendation was made to have smaller increases each year.
 - Discussion was had that it could be increased by the CPI each year rounded to \$.50 or \$1.00.
 - Motion made by Jeff Cram, second by Rick Murray to increase the 2027 Per-Capita Rate by \$1.00 to \$21.00. Motion carried by vote 5 to 1.
- **Director's Report:**
 - Staffing
 - We are fully staffed.
 - Hired two full-time employees with over 56 years combined experience.
 - In the process of hiring three lieutenants.
 - Using full-time overtime to help with part-time coverage.
 - Building Update
 - Building update was given.
 - There are no outstanding issues needing to be resolved besides a leaking faucet here and there.



- Vehicle Update
 - Unit 266 is back.
 - Unit 266 has been inspected by the state and licensed.
 - Next phase for Unit 266 is to drive it for some time and then get it in for an alignment.
 - Unit 265 would be next for remount if that is the option we go with.
 - Normal basic wear and tear, and regular maintenance.
 - Monthly statistics and invoices presented for July 2026.
 - **See Attached Director's Report.**
 - No significant bills for the month of July and no questions were asked.
 - Motion made by Brede Sorenson, second by Joyce Stenklyft to approve the Director's Report. Motion carried.
- **Adjournment:**
Motion made by Rick Murray, second by Brede Sorenson to adjourn the meeting.

Meeting adjourned at 6:02 PM

Minutes Taken By: Public Safety Administrative Assistant Christi Anderson
 Minutes Typed By: Public Safety Administrative Assistant Christi Anderson
 Respectfully Submitted
 Public Safety Director Tim Adler

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Reclassification and Job Description Revision: Zoning Administrator to Economic Development and Zoning Director

Summary and Background Information:

The City Administrator recommends that the Committee of the Whole reclassify the Zoning Administrator position, currently held by Charlie Handy, to Economic Development and Zoning Director and approve the revised job description attached to this report. The incumbent is already performing the duties of the higher classification. The annual cost of the change is \$1,789.93. No new position is created and no additional full time equivalent is added.

The Common Council approved a job description for the Economic Development and Zoning Director position on July 16, 2024. The revised job description consolidates the City's zoning and land use responsibilities with its economic development responsibilities in a single position. The position continues to perform all required zoning, land use, and Code Enforcement Officer supervision duties. The Zoning Administrator job description and classification remain in place and available to the City if a future need arises. The City does not propose to fill that position.

Reasons for the Change

The proposed reclassification is recommended for the following reasons:

1. Alignment with Current City Functions

The City's economic development and zoning activities are closely connected in development review, land use, business expansion, redevelopment, tax increment financing, and development incentives. The incumbent is already leading work well beyond the scope of the Zoning Administrator classification, including the downtown plan, the Tour of Tomah development sites project, land annexation, and the housing project requests for proposals. None of these are Zoning Administrator level projects. The revised job description reflects work the City is already receiving.

2. External Point of Contact for Developers

Developers, site selectors, and brokers from outside Tomah look for a director level counterpart when they evaluate a community. A zoning official title signals permitting and compliance. A director title signals authority to discuss sites, incentives, and timelines. As the City moves into the September developer tour and continued downtown development work, the title the City puts in front of outside investment affects who returns the call.

3. Improved Accountability

A director level position provides one clearly identified individual responsible for coordinating economic development and zoning activities and serving as the primary point of contact for businesses, developers, property owners, and other stakeholders.

4. Economic Development Priorities

The City has identified housing, downtown revitalization, commercial expansion, industrial expansion, and workforce development as economic development priorities. These priorities require sustained effort from this position working alongside the City Administrator.

5. Recruitment and Retention

An accurate classification structure supports the City when recruitment for this position becomes necessary. A vacancy advertised as Zoning Administrator will not draw candidates with the economic development experience the City now requires of the role, and the compensation attached to the lower classification will not hold the experience the City has built in it.

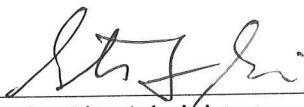
Fiscal Impact:

	Current	Proposed
Classification	Zoning Administrator	Economic Development and Zoning Director
Grade	M	O
Wage	<u>\$40.13/hour</u>	<u>\$41.00/hour</u>
Annual Salary	<u>\$83,480.58</u>	<u>\$85,270.51</u>

The reclassification changes the position's compensation from \$40.13 per hour to \$41.00 per hour. The annual increase is \$1,789.93. The increased cost will be found within the current Economic Development and Zoning Budget. No new position is created and no additional full time equivalent is added.

Recommendation:

Motion to approve the reclassification of the Zoning Administrator position, currently held by Charlie Handy, to Economic Development and Zoning Director and to approve the revised job description as presented, effective _____ 2026.



Interim City Administrator

9/9/26
Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): XXXXX 2026

CITY OF TOMAH JOB DESCRIPTION

POSITION: Economic Development and Zoning Director

GRADE: P

DEPARTMENT: Administration

SUPERVISOR: City Administrator

CLASSIFICATION: Salaried, Non-Represented

Prepared: June 19, 2024

Council Approved: July 16, 2024

Revised: September 2026

Revision Approved: _____ 2026

GENERAL DESCRIPTION OF DUTIES:

Under the direction of the City Administrator, Mayor and Council, this position is responsible for coordinating planning efforts and enforcement of municipal codes relative to land use and zoning. This position also oversees and evaluates community development to ensure that it occurs in a manner consistent with the City's Plan and provides recommendations and assistance in long-range planning of the City. The Economic Development and Zoning Director is also responsible for supervision and evaluation of the Code Enforcement Officer.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Conducts technical reviews, site inspections and makes staff reports to the Planning Commission and Board of Appeals on specific project proposals such as, but not limited to, special use permit applications, conditional use permit applications, zoning amendments, variances and appeals.
2. Interprets and enforces all conditions of a development approval, zoning, and subdivision codes.
3. Establishes, develops, and maintains effective working relationships with departmental staff, the City Attorney, municipal employees, local business owners, and the general public.
4. Conducts special research and/or analyzes economic development program activities.
5. Coordinates and manages community growth projects with project developers.
6. Serves as the City's primary point of contact for developers, site selectors, brokers, and businesses evaluating investment in Tomah.
7. Leads downtown redevelopment and community development initiatives identified as City priorities, including housing, commercial expansion, industrial expansion, and workforce development.
8. Prepares and administers requests for proposals, development agreements, annexation requests, and applications for state and federal economic development funding.
9. Responsible for preparing agendas, agenda item recaps with supporting documentation, meeting minutes, and Staff/Department reports for City Planning Commission, Long Range Planning Commission, and Historical Preservation Commission.
10. Inspects all structures, lands, and waters as often as necessary to assure compliance with the zoning ordinances.
11. Oversees investigations of complaints on alleged nuisances or violations of minimum housing, zoning, overgrown lots, abandoned cars, and other code violations; interviews residents and neighbors, takes photos of property or nuisance conditions, makes sample drawings of property and other information to give full assessment of complaint.
12. Interprets applicable ordinances for compliance.
13. Participates in the annual budget process.
14. Develops and maintains an effective system of records, reports, and other activities as required by the State of Wisconsin and the Department.
15. Supervises and reviews tasks of the Code Enforcement Officer.
16. Presents monthly reports to the Mayor and Council at City Council meetings.
17. Attends the Planning Commission, Historical Preservation Commission, and Long-Range Planning meetings monthly.

- 18. The City of Tomah has adopted rules and regulations established for the safety of its employees in the performance of their jobs. It shall be the direct responsibility of the department heads and the first line supervisors to be sure all employees of the City of Tomah comply with the safety rules and regulations. Department heads and first line supervisors shall establish procedures to ensure enforcement of said rules and regulations.
- 19. Provides research and input into the development of ordinances, policies and procedures for the City and the department; advises the City Administrator and Council on related issues.
- 20. Performs required duties as assigned.

EDUCATION AND EXPERIENCE REQUIRED:

- 1. Thorough understanding of economic development principles and practices.
- 2. Thorough understanding of program research, development, and implementation techniques.
- 3. Bachelor’s degree or commensurate experience in urban planning, public administration, or related field.
- 4. Management experience required, with upper-level management experience preferred.
- 5. Strong leadership skills, consensus and team building skills, excellent oral and written communication skills, and good interpersonal and managerial skills.
- 6. The ability to prepare and maintain necessary records and reports related to City development.
- 7. Working understanding of blueprints, ordinances, statistics, technical sketches, and graphics.
- 8. Thorough understanding of agencies and programs related to federal economic and urban development.
- 9. The ability to work with city officials and the general public in a professional manner.
- 10. Possession of a valid Wisconsin motor vehicle operator’s license.

PHYSICAL REQUIREMENTS:

- 1. Occasionally work outdoors with exposure to weather and elements.
- 2. Lift and carry objects of different shapes and weights occasionally.
- 3. Occasionally bend and twist.
- 4. 30% of the workday is spent sitting.
- 5. 30% of the workday is spent standing.
- 6. 30% of the workday is spent walking.
- 7. 10% of the workday is spent driving.
- 8. All percentages above may vary depending upon the duties performed that day.

PHILOSOPHY AND GOALS:

Each employee must be committed to the goals of the department/city and communicate to the public the highest level of service, fair treatment, and ethical behavior. Employees shall actively employ diligent care of department/city equipment and resources. Employees must further a personal commitment to physically and mentally maintain the highest level of professional appearance and actions reflecting skill and enthusiasm in all assignments and duties. Employees must provide the public with trust in the department by always being honest, fair, diligent, and courteous.

Employee Signature

Date

Employer Signature

Date

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Public Hearing to consider recommending approval of Annexation Ordinance for 23961 State Highway 16, Brett and Amy Anderson.

Summary and Background Information:

A unanimous consent annexation per wis.stats 66.021 (12) has been submitted for the Above listed property. The City has completed all submittal materials. The Department of Administration has officially found this petition to be in the public interest. We have not received any objections. The applicant is seeking access to City Sewer.

Recommendation From: Staff to Approve

Minutes Attached: Yes ☐ No ☒

Budget Account:

Fiscal Impact: future taxes and utility fees should cover any costs of services provided by the City of tomah

Zoning/Rezoning Issues: The annexation ordinance takes care of the rezoning. This staff report asks for a zoning district recommendation from the Plan Commission.

Staff Responsible for implementation: Interim Administrator, Zoning Administrator, Clerk, Public Works Director

Economic Impact: minimal

Supports Organizational Goals: Yes ☒ No ☐

Questions from Administrator:

Grants Pursued/Opportunity Pursued:

Recommendation: A motion to approve this item should read, "Recommend Approval by the City Council of this annexation ordinance.

Charlie Handy
Zoning Administrator

08-20-2026
Date

Committee: Planning Commission

Meeting Date(s): 03 Sept., 2026

ORDINANCE NO. _____

AN ORDINANCE ANNEXING CERTAIN TERRITORY FROM THE TOWN OF TOMAH TO THE CITY OF TOMAH, MONROE COUNTY, WISCONSIN

WHEREAS, Brett A. Anderson and Amy Anderson, owners of the property described herein, have filed a Petition for Direct Annexation by Unanimous Approval pursuant to Section 66.0217, Wisconsin Statutes; and

WHEREAS, the petition was signed by all owners of the territory proposed for annexation and by all electors residing therein, consisting of two (2) electors; and

WHEREAS, the property is contiguous to the corporate limits of the City of Tomah and is located within the Town of Tomah, Monroe County, Wisconsin; and

WHEREAS, the Common Council has reviewed the petition and finds that the requirements of Section 66.0217, Wisconsin Statutes, have been satisfied.

NOW, THEREFORE, the Common Council of the City of Tomah, Monroe County, Wisconsin, does ordain as follows:

Section 1. Annexation

Pursuant to Section 66.0217, Wisconsin Statutes, the following described territory is hereby annexed from the Town of Tomah to the City of Tomah:

Owners:

Brett A. Anderson and Amy Anderson

Property Address:

23961 State Highway 16
Tomah, Wisconsin 54660

Tax Parcel No.:

042-00073-0000

Area Annexed:

Approximately **1.363 acres (59,381 square feet)**

Legal Description

Being a part of the Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 9, Township 17 North, Range 1 West, Town of Tomah, Monroe County, Wisconsin, more particularly described as follows:

Commencing at the West $\frac{1}{4}$ corner of Section 9, Township 17 North, Range 1 West; thence North $88^{\circ}54'13''$ East along the North line of the Southwest $\frac{1}{4}$ of said Section 9, 4.81 feet to the intersection of said North line and the centerline of State Highway 16 and the Point of Beginning; thence continuing North $88^{\circ}54'13''$ East along said North line, 335.32 feet; thence South $15^{\circ}27'20''$ East, 198.00 feet; thence South $88^{\circ}54'13''$ West, 286.03 feet to a point on the West line of the Southwest $\frac{1}{4}$ of said Section 9; thence North $00^{\circ}24'02''$ West along said West line, 172.94 feet to the intersection of said West line and the centerline of State Highway 16; thence North $15^{\circ}27'20''$ West along said centerline, 17.60 feet to the Point of Beginning.

Containing **59,381 square feet (1.363 acres), more or less.**

Section 2. Ward Assignment

The annexed territory shall be assigned to aldermanic district 8, and voting ward 13 as determined by the City Clerk until changed by law.

Section 3. Zoning

Upon the effective date of this ordinance, the property shall be temporarily classified under the City's zoning regulations as R-1 Single-family residential district until such time as the Common Council adopts permanent zoning following recommendation of the Plan Commission.

Section 4. Filing

The City Clerk shall file certified copies of this ordinance together with the required annexation map with the Wisconsin Department of Administration, Monroe County Register of Deeds, Town of Tomah, and all other agencies required by Section 66.0217, Wisconsin Statutes.

Section 5. Severability

If any section or provision of this ordinance is adjudged unconstitutional or invalid, the remaining provisions shall remain in full force and effect.

Section 6. Effective Date

This ordinance shall take effect upon passage and publication according to law and upon completion of all filing requirements prescribed by Wisconsin Statutes.

Passed and adopted by the Common Council of the City of Tomah this ____ day of _____, 2026.

CITY OF TOMAH

By: _____
Paul Dwyer, Mayor

ATTEST:

Nicole Jacobs, City Clerk

draft ordinance.

PASSED AND ADOPTED this ____ day of _____, 2026.

CITY OF TOMAH

Mayor

ATTEST:

City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Public Hearing to consider recommending approval of Annexation Ordinance for Jefferson Street , Owner: City of Tomah parcel # 020-01216-0000.

Summary and Background Information:

An Annexation Ordinance of Territory Owned by a City or Village ([s. 66.0223 Wis. Stats.](#)) has been submitted for the Above listed property. The City has completed all submittal materials. The Department of Administration has officially found this petition to be in the public interest. We have not received any objections. This is considered property F in another agenda item.

Recommendation From: Staff to Approve

Minutes Attached: Yes ☐ No ☒

Budget Account:

Fiscal Impact: future taxes and utility fees should cover any costs of services provided by the City of tomah

Zoning/Rezoning Issues: The annexation ordinance takes care of the rezoning. This staff report asks for a zoning district recommendation from the Plan Commission. Staff recommends R-3 Multi-family residential district.

Staff Responsible for implementation: Interim Administrator, Zoning Administrator, Clerk, Public Works Director

Economic Impact: minimal

Supports Organizational Goals: Yes ☒ No ☐

Questions from Administrator:

Grants Pursued/Opportunity Pursued:

Recommendation: A motion to approve this item should read, "Recommend Approval by the City Council of this annexation ordinance.

Charlie Handy
Zoning Administrator

08-20-2026
Date

Committee: Planning Commission

Meeting Date(s): 03 Sept., 2026

ORDINANCE NO. _____

AN ORDINANCE ANNEXING CERTAIN TERRITORY FROM THE TOWN OF LA GRANGE TO THE CITY OF TOMAH, MONROE COUNTY, WISCONSIN

WHEREAS, The City of Tomah, owners of the property described herein, have filed a Petition for Annexation of Territory Owned by a City or Village ([s. 66.0223 Wis. Stats.](#)); and

WHEREAS, the petition was signed by all owners of the territory proposed for annexation and by all electors residing therein, consisting of zero (0) electors; and

WHEREAS, the property is contiguous to the corporate limits of the City of Tomah and is located within the Town of La Grange, Monroe County, Wisconsin; and

WHEREAS, the Common Council has reviewed the petition and finds that the requirements of Section 66.0223, Wisconsin Statutes, have been satisfied.

NOW, THEREFORE, the Common Council of the City of Tomah, Monroe County, Wisconsin, does ordain as follows:

Section 1. Annexation: Pursuant to Section 66.0223, Wisconsin Statutes, the following described territory is hereby annexed from the Town of Tomah to the City of Tomah:

Owners: The City of Tomah

Property Address: Jefferson Street, Tomah, Wisconsin 54660

Tax Parcel No.: 020-01216-0000

Area Annexed: Approximately 4.1 (43,381 square feet)

Legal Description

Section 2. Ward Assignment The annexed territory shall be assigned to aldermanic district , and voting ward as determined by the City Clerk until changed by law.

Section 3. Zoning Upon the effective date of this ordinance, the property shall be temporarily classified under the City's zoning regulations as R-3 Multi-family residential district until such time as the Common Council adopts permanent zoning following recommendation of the Plan Commission.

Section 4. Filing The City Clerk shall file certified copies of this ordinance together with the required annexation map with the Wisconsin Department of Administration, Monroe County

Register of Deeds, Town of Tomah, and all other agencies required by Section 66.0223, Wisconsin Statutes.

Section 5. Severability If any section or provision of this ordinance is adjudged unconstitutional or invalid, the remaining provisions shall remain in full force and effect.

Section 6. Effective Date This ordinance shall take effect upon passage and publication according to law and upon completion of all filing requirements prescribed by Wisconsin Statutes.

Passed and adopted by the Common Council of the City of Tomah this ____ day of _____, 2026.

CITY OF TOMAH

By: _____
Paul Dwyer, Mayor

ATTEST:

Nicole Jacobs, City Clerk

draft ordinance.

PASSED AND ADOPTED this ____ day of _____, 2026.

CITY OF TOMAH

Mayor

ATTEST:

City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of Façade Improvement Grant Program Application 1-2026, Brieske and Brieske LLC

Summary and Background Information:

Application 1-2026 has applied for the 2026 grant program. The project proposes to infill an existing vacant façade in downtown Tomah. It includes The addition of three new housing units will contribute to the need for additional housing options within the community, while the indoor/outdoor market will introduce a new destination and activity center to the downtown district. The amount requested is \$20,000, or 2.67% of the total project cost. The estimated total cost of the project is \$750,000

Recommendation From: Zoning Administrator

Minutes Attached: Yes ☐ No ☒

Budget Account: TID 8 Fund

Fiscal Impact: Reduction in FY2026 TID 8 Fund by \$20,000.

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 development strategic priorities in the Tomah Comprehensive Plan 2045.

Zoning/Rezoning Issues: None

Supports Organizational Goals:

Yes ☒ No ☐

Questions from Administrator: none

Grants Pursued/Opportunity Pursued: WEDC CDI Grant for \$250,000

Recommendation: Approve

A motion to approve this item should read, "Motion to Approve Façade Improvement Grant Program Application 1-2026 in the amount of \$20,000.

Charles Handy
Zoning Administrator

9-1-2026
Date

Committee: Common Council

Meeting Date(s): Sept. 21, 2026

Project Title: The Archipelago Market (Tomah, WI)

Project Title: The Archipelago Market: A High-Density Mixed-Use Campus

Project Type: Urban Infill / Workforce Housing / Business Incubation

Total Project Cost: \$750,000

1. Executive Summary

The Archipelago Market is a transformative urban infill project that reimagines a vacant downtown lot as a high-density "Merchant Village." Unlike traditional monolithic mixed-use blocks, this project utilizes a **campus-style layout** of four primary structure types — an Anchor Building, an **Educational Pavilion**, and a Maker Studio and 2 rows of **Micro-Retail "Chalets."**

This design activates a dormant street frontage with permeable pedestrian access, introduces critical **workforce housing (5 bedrooms across 3 units)**, and converts a blighted rear alley into a vibrant "Community Classroom." By leveraging cost-efficient architecture and strategic density, the project delivers a high-impact economic engine that supports up to **20 distinct entities** (residents + businesses) on a single parcel.

2. Housing Impact: "Family-Capable Density"

(Strategic Alignment: Workforce Housing & Talent Attraction)

Addressing the acute shortage of diverse downtown housing, The Archipelago Market moves beyond the standard "Studio Efficiency" model to offer **Family-Capable Density**. The second-floor residential component maximizes the site's capacity through a specific unit mix designed for retention and affordability:

Impact: This configuration creates a total capacity of **5–8 new residents** on a single infill lot, utilizing a "Zero-Corridor" layout that eliminates wasted common area to maximize livable square footage.

- **Two (2) Two-Bedroom Units:** These corner units are designed specifically for **affordability via co-living**. By accommodating roommates or small families, we lower the per-person rent burden for service industry workers and young professionals, a critical demographic for downtown vitality.
- **One (1) Live/Work Flex Unit:** The central unit serves as a "Solopreneur Suite," supporting the growing "Work From Home" economy with a residential layout that doubles as a creative office.

3. The "Community Classroom": Social Infrastructure

(Strategic Alignment: Placemaking & Community Vitality)

At the heart of the development lies the **Pavilion (Zone B)**, a 1,250 sq. ft. open-air structure designed as **Social Infrastructure**. Unlike static event halls, this flexible venue is programmed to serve as an active educational zone for the district:

- **Skill-Share Workshops:** The Pavilion creates a dedicated venue for "Maker Classes" (e.g., carpentry basics, urban gardening) led by local artisans.

- **Health & Wellness:** The 25' x 50' clear-span floor plan is engineered to host free community fitness activities (Yoga, Tai Chi, Senior Movement) protected from the elements but open to the fresh air.
- **Civic Stage:** The space serves as a "Plug-and-Play" stage for local nonprofits and youth groups, removing the barrier of high rental fees for community programming.

4. Economic Ecosystem: "The Retail Ladder"

(Strategic Alignment: Job Creation & Business Incubation)

The project creates a "**Four-Tier Business Ecosystem**" designed to incubate local entrepreneurs at every stage of growth. This "Retail Ladder" removes high barriers to entry:

-
1. **Tier 1: The "Pop-Up" (The Pavilion):** When not used for classes, the Pavilion hosts weekend markets, allowing day-vendors to test concepts with zero overhead.
 2. **Tier 2: The "Step-Up" (The Perimeter Stalls):** Lining the courtyard property lines are (6) **10' x 12' Micro-Retail Stalls**. These 120 sq. ft. "Chalets" provide lockable, semi-permanent storefronts for seasonal vendors (ice cream, vintage retail, florists) who need a physical presence but cannot afford traditional storefront rent.
 3. **Tier 3: The "Maker" (The Studio):** The rear **Maker Studio (55' x 20')** provides affordable "Cold Shell" industrial space for light manufacturing, keeping production jobs visible in the downtown.
 4. **Tier 4: The "Graduate" (The Anchor):** Two 800+ sq. ft. storefronts (Zone A) offer graduated "Warm Shell" commercial space for successful businesses ready to sign long-term leases.

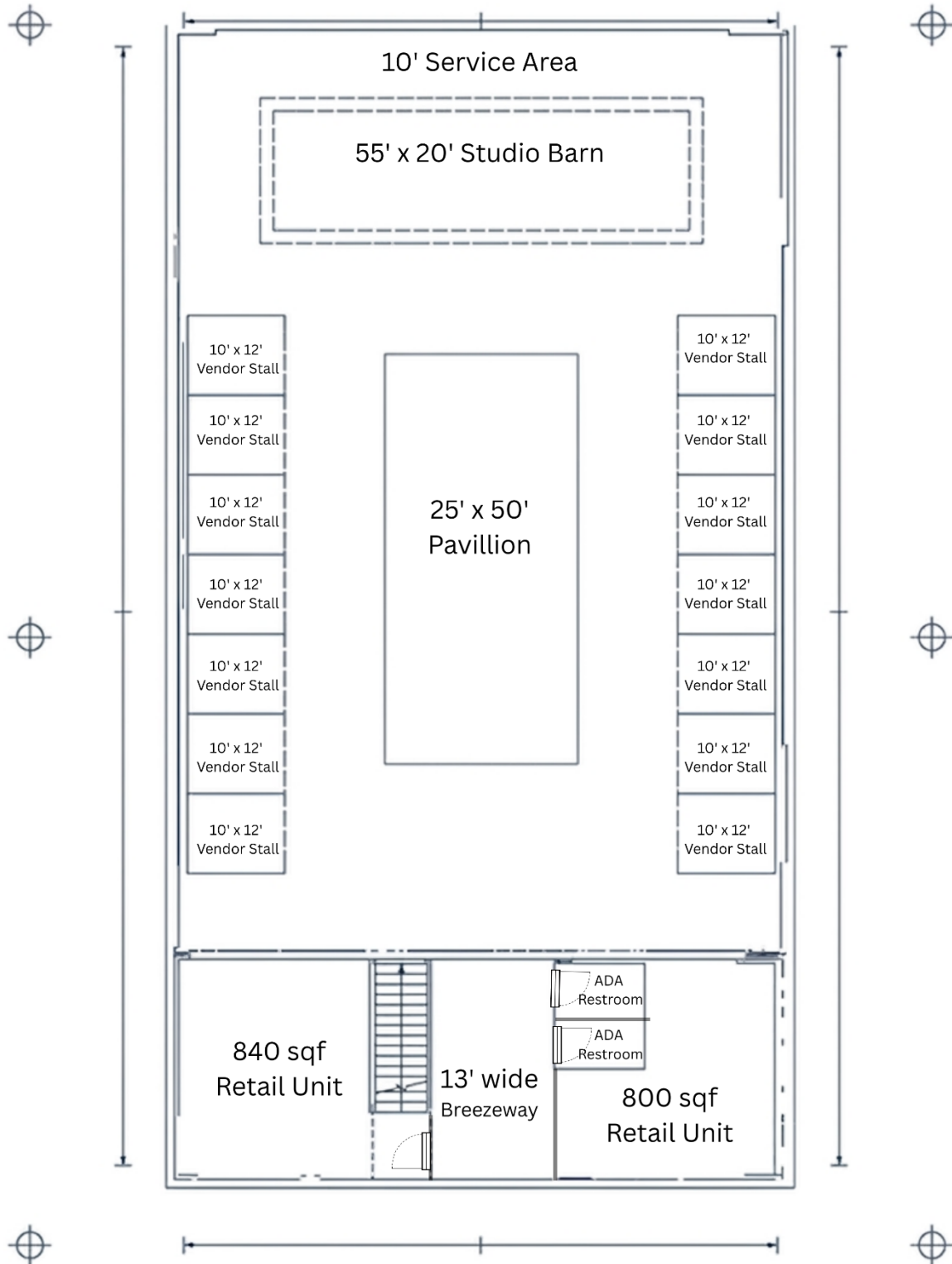
5. Placemaking & Design: "The Outdoor Room"

(Strategic Alignment: Blight Elimination)

The project turns the traditional building model "inside out" to solve the challenge of a deep, narrow lot.

-
- **The Breezeway Activation:** A 13-foot central "Tunnel" cuts through the Anchor Building, drawing pedestrians from the sidewalk into the hidden rear district. The walls transition from solid steel and brick to floor-to-ceiling glass, creating a "Lantern Effect."
 - **The Walled Garden:** By placing the **10' x 12' Micro-Stalls** along the side property lines, the design masks the neighboring alley/fences and focuses views inward. This creates a contained "Outdoor Room" and an internal shopping street that feels safe and enclosed.









STREET SIDE



STREET SIDE

I. Zone A: The Anchor Building (Headhouse)

Allocation: \$495,000 (66% of Total)

The "Triple 25" Structure (75' x 30').

Line Item	Cost Est.	Specific Scope
Foundation (Slab-on-Grade)	\$48,000	Frost footings, thickened edge, plumbing rough-in for 2 Retail + 1 Breezeway.
Framing Package	\$88,000	"Triple 25" Grid. Mono-slope trusses. 20' Tall Rear Wall (lumber premium).
Ext. Enclosure	\$62,000	Black Metal Siding (Vertical). Storefront glass for Retail entries. Vinyl windows for Apts.
Roofing & Gutters	\$38,000	Standing Seam Metal + 6" Commercial Box Gutters (Black).
MEP Systems	\$98,000	Wet Sprinklers (NFPA 13R) . 400A Electric Service. 5 Mini-Split Heads.
Insulation & Drywall	\$58,000	Spray foam rim joists. 5/8" Type X separation between Retail/Residential.
Interior Finishes (Apts)	\$85,000	3 Kitchens (IKEA/Klearvue). LVP Flooring throughout. Fiberglass Tub/Showers.
Interior Finishes (Retail)	\$18,000	"Warm Shell" only (White paint, sealed concrete floors, ADA restroom fixtures).
SUBTOTAL	\$495,000	<i>\$165 per sq. ft.</i>

II. Zone B, C, D: The Campus Structures

Allocation: \$132,000 (17% of Total)

The Revenue Generators.

Building	Cost Est.	Specific Scope
Zone B: The Pavilion	\$35,000	25'x50' Open Air. Steel posts, wood trusses, metal roof. No Walls . Concrete Pad.
Zone C: Micro-Stalls (14)	\$32,200	14 Units @ ~\$2,300. Includes 1-Hr Fire Wall (Type X + Steel Backs). Wood framing.
Zone D: The Studio Barn	\$60,000	55'x20' Shell. Includes New Partition Wall (Chain link/Stud) & 14 Wire Storage Cages .
Furniture/Fixtures	\$4,800	Vinyl Curtains for Pavilion. (2) Refurbished Vending Machines.
SUBTOTAL	\$132,000	<i>Includes the "Pivot" to Storage/Photo Studio.</i>

III. Infrastructure & Site Work (The "Code" Layer)

Allocation: \$68,000 (9% of Total)

Where the "Hidden Costs" (Fire/Water/ADA) live.

Line Item	Cost Est.	Specific Scope
Stormwater Management	\$18,000	Underground PVC Grid . Hard-piping all downspouts to city storm/dry well. (Prevents ice).
Utility Connections	\$18,000	Water Tap, Sewer Lateral. 1 Commercial Meter (Retail/Hose bibs) + 1 Res Meter .

Hardscape (ADA)	\$22,000	5' Concrete Sidewalks connecting Street \(\rightarrow\) Breezeway \(\rightarrow\) Pavilion \(\rightarrow\) Stalls.
Softscape	\$6,000	Final grading. Decomposed Granite (DG) for seating areas. 3 Shade Trees.
Electrical Dist.	\$4,000	Trenching power to Studio Barn and Pavilion (Lights/Outlets only).

IV. Soft Costs & Reserves

Allocation: \$55,000 (8% of Total)

Line Item	Cost Est.	Notes
Architecture/Engineering	\$12,000	Draftsman fees. Structural stamp for trusses. Civil Survey.
Permits & Impact Fees	\$18,000	Building Permits, Sewer Access Charge (SAC), Zoning review.
Emergency Fund	\$25,000	

WHEREAS, Joel Brieske, a Downtown Tomah business owner and developer is proposing to develop The Archipelago Market at 1002- 1006 Superior Ave. in Tomah. This proposed development is an indoor and outdoor multi-tenant market, along with some residential rental units; and

WHEREAS, the developer is interested in applying for a WEDC Community Development Investment grant of up to \$250,000 for a portion of the cost of implementing the The Archipelago Market (Tomah, WI); and

WHEREAS, the Wisconsin Economic Development Corporation (WEDC) has grant funding available for Community Development Investment (CDI) projects; and

WHEREAS, the WEDC requires that the applicant's municipality adopts a resolution showing its support for the project implementation and for Joel Brieske to apply for said grant; and

WHEREAS, the WEDC asks about financial incentives that may be available to the applicant for the collective funding stack for the above discussed application. The City has authorized general development incentives in the project plan for TIF 8; and

WHEREAS, the CDI grant is allocated for this project as a 1:1 matching grant; and

WHEREAS, the City's adopted Comprehensive Plan, has laid out numerous goals and this development project is consistent with the following goals:

- *The City promotes its Downtown as a compact, pedestrian-oriented business district that supports retail, office, housing, and recreational uses.*
- *The City will work to develop a cohesive and attractive "feel" to the Downtown through unique streetscaping, signage, lighting, branding, outdoor art, and other public infrastructure improvements.*
- *Tomah's neighborhoods will offer safe, attractive, and diverse housing options.*
- *Retain, expand, create, and attract businesses that strengthen and diversify the local economy, grow the tax base, and enhance employee wages and benefits.*
- *Ensure high quality site and building designs within the community to uphold property values, attract new development, and reinforce the character of the city.*

NOW THEREFORE, BE IT RESOLVED, that the Tomah City Council Does Hereby support Joel Brieske's application for a WEDC CDI grant ; and

BE IT FURTHER RESOLVED, that the Tomah City Council Does Hereby Authorize City staff to begin discussions with Joel Brieske on a TIF agreement for potential incentives for said Archipelago Market project within the TIF project plan and budget constraints as presented.

Adopted this __th day of ____, 2026

Signed: Mayor Paul Dwyer

I hereby certify that the foregoing resolution was duly adopted by the City of Tomah at a legal meeting on this __th day of ____, 2026.

Attest: Nicole Jacobs, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of resolution supporting CDI Grant for Brieske Properties

Summary and Background Information:

Joel Brieske, a Downtown Tomah business owner and developer is proposing to develop The Achipelago Market at 1002- 1006 Superior Ave. in Tomah. This proposed development is an indoor and outdoor multi-tenant market, along with some residential rental units. The WEDC requires that the applicant's municipality adopts a resolution showing its support for the project implementation and for Joel Brieske to apply for said grant

Recommendation From: City Administrator to Approve

Minutes Attached: Yes ☐ No ☒

Budget Account: N/A

Fiscal Impact: None

Staff Responsible for implementation: Zoning Dept. Staff.

Economic Impact: This would increase vibrancy/ vitality in downtown, add smaller affordable spaces for retailers to have a soft opening into the tomah Market, and create some additional event space for the downtown.

Zoning/Rezoning Issues: None

Supports Organizational Goals: Yes ☒ No ☐

Questions from Administrator:

Grants Pursued/Opportunity Pursued: WEDC CDI.

Recommendation: A motion to approve this item should read, "Recommend Adoption of resolution number __ - __ 2026 by the City Council

_____**Steven Sarvi**_____
Administrator

_____**9-01-2026**_____
Date

Committee: Committee of the Whole **Meeting Date(s):** 14 Sept., 2026

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

A special temporary Beer & Wine License Application has been filed by the Tomah Chamber Foundation to sell beer and wine during the “Tomah Kriskindlmarkt” event being held on November 27th and 28th, December 4th and 5th, 11th and 12th, and December 18th and 19th, 2026.

Summary and Background Information:

(Appropriate Documentation Attached)

Tomah Chamber Foundation has made application for a combination, temporary Class “B” Fermented Malt Beverage and temporary “Class B” Wine License so they can sell fermented malt beverages and wine during the “Tomah Kriskindlmarkt” being held on the 1000 and 1100 Blocks of Superior Avenue, Tomah, WI 54660, on November 27th and 28th, December 4th and 5th, 11th and 12th, and December 18th and 19th, 2026.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of this license is \$38.25.

Recommendation:

It is requested that the Committee of the Whole review the application and make a recommendation for the Common Council to approve the Special Beer & Wine Permit for Tomah Chamber Foundation to be used at the “Tomah Kriskindlmarkt”, being held on November 27th and 28th, December 4th and 5th, 11th and 12th, and December 18th and 19th, 2026, on the 1000 and 1100 Blocks of Superior Avenue in Tomah.

Respectfully submitted by:

Nicole Jacobs

Committee: Committee of the Whole & Common Council

Meeting Dates: September 14 & 21, 2026

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Special Event Outdoor Cabaret License for the Tomah Chamber Foundation held at 1013 and 1110 Blocks of Superior Avenue for “Tomah Kriskindlmarkt” on November 27th, and 28th, December 4th, 5th, 11th, 12th, 18th and 19th, 2026. On November 27th the activities will run from noon to 8p.m. and then the remaining Fridays will run from 4p.m. to 8p.m. Saturdays will run from 10a.m. to 8p.m.

Summary and Background Information:

(Appropriate Documentation Attached)

Tomah Chamber Foundation is currently seeking a Special Event Outdoor Cabaret License. They are applying for a Special Event Outdoor Cabaret License at 1013 and 1110 Superior Avenue for November 27 and 28, and December 4, 5, 11, 12, 18 and 19, 2026.

They are seeking the city council’s approval pending acceptable reports from the City of Tomah’s Zoning department, Fire department and Police department.

Fiscal Note:

The revenue generated to the City of Tomah by issuance of this license is \$280.52.

Recommendation:

It is requested that the Committee of the Whole review the application and make a recommendation to the Common Council to approve the Special Event Cabaret License for the Tomah Chamber Foundation for their events held on November 27, and 28, and December 4, 5, 11, 12, 18 and 19, 2026, at 1013 and 1110 Superior Avenue in Tomah.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: September 14 & 21, 2026