



## **AGENDA FOR PARKS AND RECREATION COMMISSION**

A Parks and Recreation Commission meeting will be held on  
**Monday, March 02, 2026, at 5:45 PM**  
in the **Council Chambers at City Hall, 819 Superior Ave, Tomah, WI.**

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### **Call to Order - Roll Call**

1. Roll Call

### **Approval of the Minutes**

2. Approval of January 26, 2026, Minutes

### **Agenda Items**

3. Review goals and targets regarding the 2026-2030 City of Tomah Comprehensive Outdoor Plan
4. Review list of parks and future Capital Improvement for the 2026-2030 Comprehensive Outdoor Recreation Plan
5. Program Report

### **Adjourn**

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

## MEETING MINUTES - CITY OF TOMAH

The City of Tomah **Parks & Recreation Commission (PRC)** met on Monday January 26, 2025 at 5:45 PM in City Council Chambers. The meeting notice was posted at City Hall in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to order and roll call. Present: Dir. Joe Protz, Oak Moser (arrived at 6:04 pm), DeDe Nelson, Bryan Pierce, JoAnn Cram, Scott Brand, Donna Evans (left at 6:15 pm), and Travis Scholze. Also present: None.

The following members were absent: Dean Peterson.

1. Act on Minutes of October 27, 2025, regular meeting. Motion by T Scholze, second by D Nelson to accept the regular meeting minutes of the October 27, 2025. Motion approved. (No meeting held in November or December.)
2. Review goals and questionnaire regarding the 2026-2030 City of Tomah Comprehensive Outdoor Recreation Plan The City of Tomah Comprehensive Outdoor Recreation Plan expires in 2025. Director Protz is working with Zoning Director Charles Handy in updating the plan. The goals were reviewed with the Parks Commission and a time frame for the project was established with a public meeting to be held in the spring with the plan taken to Council in June or July. The plan promotes the ability to apply for grants.

The current plan was approved in 2021. Goals were reviewed for the next 5 years.

Goals include: 1. Continually upgrade the parks to meet current safety standards and maintain ongoing necessary improvements. 2. Encourage City residents, users, and visitors to fully utilize all parks, trails and open recreational green spaces by continuing to improve our marketing. 3. Advocate for the community to partner in new programs, parks and facility improvements.

**Goal 1: Continually upgrade the parks to meet current safety standards and maintain ongoing necessary improvements.**

### **Targets:**

Review maintenance standards with staff to minimize their effort, yet maintain useable parks. This may include reducing mowing in some parks.

Conduct a Consumer Product Safety Commission (CPSC) playground audit identifying the deficiencies relative to current standards.

Develop a method for systematic funding of improvements from an operational and capital funding source. Where possible, increase staff, equipment, materials and renovation projects through the operating budget to sustain or improve the level of the maintenance of the parks.

Fund changes or upgrades to parks through the City's tax-supported capital improvement program, state grant programs, philanthropic foundations, service clubs, and private funding sources.

**Goal 2: Encourage City residents, users, and visitors to fully utilize all parks, trails and open recreational green spaces by continuing to improve our marketing.**

**Targets:**

Expand promotion of the parks system in marketing, social media and publications. Utilize the parks through greater visibility as a branding tool.

**Goal 3: Advocate for the community to partner in new programs, parks and facility improvements.**

**Targets:**

Develop a tax-deductible park fund to accept proceeds from fundraising events, donations, and grant matching efforts.

Discussion was held regarding developing a tax-deductible park fund and how that would work.

Director Protz provided an overview of existing park areas in the City.

3. Summary of 2025 Kayak Rental at Winnebago Park. A report was reviewed from the Surf Shack which included sales and revenue for the City. Busier months were May, June and July for a total of \$2,856.85. The City's revenue was \$285.69. This is a service for the community which received positive feedback.
4. Parks and Recreation Program Report: Dir. Protz reviewed the January 2026 Program Report. Basketball and volleyball programs have started. Freeze Fest will be held February 6<sup>th</sup> and 7<sup>th</sup>. The outdoor skating rink has opened and ice hockey activities continue. Recreation Park is busy with multiple events. Snow removal has taken a lot of extra hours this year. The question was asked if there are portions of the trail that could be utilized for snow shoeing or skiing? This will be looked into further but perhaps the new portion of the trail would be a good place to leave snow covered. The Fisheree will be held Feb. 14<sup>th</sup>.
5. Adjourn. Motion by T Scholze, second by O Moser to adjourn. Motion passed. The meeting was adjourned at 6:55 PM. The next regular meeting to be held Monday, February 23, 2026 or March 2<sup>nd</sup> (depending on quorum) at 5:45 PM at the City Council Chambers.

Respectfully Submitted:

JoAnn Cram, January 26, 2026

**COMMISSION MEETING REPORT**

**Agenda Item: Review goals and targets regarding the 2026-2030 City of Tomah Comprehensive Outdoor Plan.**

**Summary and Background Information:**  
(appropriate documentation attached)-

Review the updated goals and targets and make any changes or recommendations.

**Fiscal Note: None currently.**

**Recommendation: Discuss and act on request.**

Joe Protz  
Joe Protz, Director

2-26-2026  
Date

## GOALS AND OBJECTIVES

Determining goals and objectives is an important part of the planning process. People and groups use open space differently, which complicates the task of defining which goals and objectives best apply to a broad spectrum of conditions and programs. These goals and objectives are provided to guide City staff and officials in their decision-making process regarding open space and recreation matters. The goals set forth in this plan reflect the City's intention to provide quality parks and recreation opportunities to its citizens.

Continually upgrade the parks to meet current safety standards and maintain ongoing necessary improvements.

Encourage City residents, users, and visitors to fully utilize all parks, trails and open recreational green spaces by continuing to improve our marketing.

Advocate for the community to partner in new programs, parks and facility improvements.

# GOALS

**TO MEET THESE GOALS, THESE BROAD TARGETS WILL HELP DIRECT THE CITY'S EFFORT:**

**GOAL 1**

*Continually upgrade the parks to meet current safety standards and maintain ongoing necessary improvements.*

**Targets:**

Review maintenance standards with staff to minimize their effort yet maintain useable parks. This may include reducing mowing in some parks.

Conduct a Consumer Product Safety Commission (CPSC) playground audit identifying the deficiencies relative to current standards.

Develop a method for systematic funding of improvements from an operational and capital funding source. Where possible, increase staff, equipment, materials and renovation projects through the operating budget to sustain or improve the level of the maintenance of the parks.

Fund changes or upgrades to parks through the City's tax-supported capital improvement program, state grant programs, philanthropic foundations, service clubs, and private funding sources.

**GOAL 2**

*Encourage City residents, users, and visitors to fully utilize all parks, trails and open recreational green spaces by continuing to improve our marketing.*

**Targets:**

Expand promotion of the parks system in marketing, social media and publications. Utilize the parks through greater visibility as a branding tool.

**GOAL 3**

*Advocate for the community to partner in new programs, parks and facility improvements.*

**Targets:**

Develop a tax-deductible park fund to accept proceeds from fundraising events, donations, and grant matching efforts.

**COMMISSION MEETING REPORT**

**Agenda Item: Review list of Parks and future Capital Improvements for the 2026-2030 Comprehensive Outdoor Recreation Plan.**

**Summary and Background Information:**  
(appropriate documentation attached)-

Review the current list of Capital Improvement projects for each park and make any changes and/or recommendations.

**Fiscal Note: None currently.**

**Recommendation: Discuss and act on request.**

Joe Protz  
Joe Protz, Director

2-26-2026  
Date

# Capital Planning

This chapter defines the strategy necessary to have a long-term approach to improving and sustaining the community parks. Only long-term strategic planning can drive the development and vision for the City parks.

<b>Buckley Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Pool Monument sign at parking lot	\$7,200	X		
Playground surfacing under play-ground	\$3,000	X		
Restore Boy Scout Cabin	\$100,000	X		
Add parking, concrete and fire pit at Boy Scout Cabin	\$25,000		X	
Add restroom at Boy Scout Cabin	\$80,000		X	
Resurface road to E Council Street	\$20,000		X	
Bathroom upgrades	\$20,000	X	X	
In-pool water feature	\$40,000	X		
<b>Total</b>	<b>295,200</b>			

<b>Butts Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years+) Low Priority</b>
Expand parking lot	\$100,000	X	X	
Inclusive playground	\$246,000	X		
<b>Total</b>	<b>\$ 346,000</b>			
* 2026 Cost				

<b>Flare Avenue Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Ballfield complex	\$1,500,000		X	
Parking Lot	\$100,000		X	
Restroom	\$175,000		X	
Recreation Center	TBD			X
<b>Total</b>	<b>TBD</b>		\$2,070,000	

<b>Firemen's Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Concrete around shelters	\$10,000	X		
Shelter roof repairs	\$22,000	X		
Playground upgrades	\$75,000		X	
New restroom—North	\$80,000		X	
Pickleball Courts	\$40,000	X		
<b>Total</b>	<b>\$ 227,000</b>			

\* 2026 Cost

<b>Glendale Park</b>		<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
<b>GENERAL</b>	<b>ESTIMATED COST*</b>			
Bleachers	\$30,000	X		
Parking lot drainage	\$150,000		X	
<b>Total</b>	<b>\$ 180,000</b>			
* 2026 Cost				

<b>Grumann Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Playground Upgrade	\$50,000		X	
<b>Total</b>	<b>\$ 50,000</b>			
* 2026 Cost				

<b>Gillett Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST*</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Playground upgrade	\$50,000		X	
<b>Total</b>	<b>\$ 50,000</b>			

\* 2026 Cost

<b>Veterans Park</b>				
<b>GENERAL</b>	<b>ESTIMATED COST**</b>	<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
Shelter roof	\$7,000	X		
Roadway paving	\$60,000	X		
Playground upgrade	\$75,000		X	
Dog park upgrade	\$15,000		X	
<b>Total</b>	<b>\$ 157,000</b>			

# Recreation Park

GENERAL	ESTIMATED COST*	Short-term (1-5 Years) High Priority	Mid-term (6-10 Years) Medium Priority	Long-term (10 Years +) Low Priority
Pavilion	\$40,000	X		
Ice Center roof repair	\$100,000	X		
Arena bleachers	\$50,000	X		
Upgrade security lighting and outlets	\$20,000	X		
Midway upgrade	\$750,000		X	
<b>Total</b>	<b>\$ 960,000</b>			

\* 2026 Cost

<b>Waterman Park</b>		<b>Short-term (1-5 Years) High Priority</b>	<b>Mid-term (6-10 Years) Medium Priority</b>	<b>Long-term (10 Years +) Low Priority</b>
<b>GENERAL</b>	<b>ESTIMATED COST*</b>			
Playground surfacing	\$7,000	X	X	
<b>Total</b>	<b>\$ 7,000</b>			
* 2026 Cost				

# Winnnebago Park

GENERAL	ESTIMATED COST	Short-term (1-5 Years) High Priority	Mid-term (6-10 Years) Medium Priority	Long-term (10 Years +) Low Priority
Phase 1 Improvements	\$650,000	X		
Phase 2				
Improve North Pavilion	\$15,000	X		
Improve parking at N Pavilion	\$66,000	X		
Phase 3				
New Enclosed shelter	TBD			X
<b>Total</b>	<b>TBD</b>	\$731,000		

\* 2026 Cost

**Other Parks**

- Cleaning Parks Shelters for rentals
- Snow removal of City sidewalks and trail system
- Assisted with logistics for Freeze Fest
- Lake Tomah Fishery was held on Saturday February 14<sup>th</sup> at Winnebago Park

**RECREATION PROGRAMS**

- Wednesday Night Adult Basketball continues with 17 teams (up 4 teams from 2025)
- Sunday Night Women's Volleyball continues with 14 teams (up 7 teams from 2025)
- 1<sup>st</sup>-4<sup>th</sup> grade basketball finished with 106 participants
- Winter Special Events at Recreation Station
- Recreation Station rentals January (10), February (6), March (10)
- Held 2026 Freeze Fest (February 2-7<sup>th</sup>)

**AQUATIC CENTER**

- Closed for Winter

**RECREATION PARK**

- January 2-3<sup>rd</sup> Glen Miller Auction, Jan. 9-11 Tavern League Pool Tournament, Jan 17 Packerland Rabbit Show,
- February 6-7 Freeze Fest, Feb. 13-14 Glen Miller Auction, Feb. 27-28 Dungeon Days,
- March 7 Tomah Baseball Club Opening Night. Mar. 14 Families First Trivia, Mar. 20-21 That Moot Thing (LARP), Mar. 28 N.A.S.A. banquet.
- Outdoor skating rink opened on January 17<sup>th</sup>.
- General upkeep, snow removal and maintenance on buildings
- Tomah Ice Center continues with activities

*Joe Protz*

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**Joe Protz**  
**Director Tomah Parks and Recreation**