



AGENDA FOR COMMON COUNCIL

A Common Council meeting will be held on **Tuesday, July 16, 2024 at 6:30 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFlwMzdSZz09>

Meeting ID: 768 946 6740 Password: Tomah2020
Dial by your location +1 312 626 6799 US (Chicago)

AGENDA:

Call to Order, Pledge of Allegiance, Roll Call

ANYONE DESIRING TO APPEAR TO COUNCIL

PUBLIC HEARING FOR ADOPTION OF 2024 COMPREHENSIVE PLAN:

1. Call Public Hearing to Order
- [2.](#) Summary and Background - Comprehensive Plan 2024 Drafts and Information
3. Request for Public Comment
4. Close Public Hearing
- [5.](#) Ordinance Adopting the 2024 Comprehensive Plan - First Reading, Second Reading, Adoption

Mayor

6. Decision on Continuation of SET or Reinstatement of City Administrator
7. City Attorney Update on Sign Ordinances
- [8.](#) Approval of amendment of Job Description and Title for Building Inspector/Zoning Administrator to Economic Development/Zoning Director (if needed)
- [9.](#) Approval of Job Description Amendment for Bookkeeper/Code Enforcement Officer to Code Enforcement Officer/Inspection and Zoning Assistant

Senior Executive Team

- [10.](#) Monthly SET Report

Public Safety

- [11.](#) Public Safety June Monthly Report
- [12.](#) Ambulance Special Events Fee Increase for 2025
- [13.](#) On Campus VA Transfer Ambulance Rate

Library

Senior & Disabled Services

- [14.](#) Senior & Disabled Services Monthly Report
Building 1004 - New Air Conditioner/Furnace

Common Council – July 16, 2024

Planning & Building Inspection

15. Permit Report June 2024

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

A. Approval of Minutes from May 28, 2024

B. Approval of Minutes from June 18, 2024

C. Request from Kelsey’s Class Act Bar and The Elbow Room for special amendments to the premises description of their Class “B” Fermented Malt Beverage Licenses and “Class B” Liquor Licenses for a special event on August 10, 2024

D. Approval of two new taxicab licenses for Abby Vans Inc. DBA Tomah Transit

E. Special Event Outdoor Cabaret License for The Crow Bar located at 1206 Superior Ave in Tomah, WI for August 31, 2024

F. June 30, 2024 Cash and Investments Report

Committee of the Whole

7. Approval of an Outdoor Facilities License for JAC’s Steakhouse, located at 309 Superior Ave

8. Resolution approval for CMAR

9. Approval of 2025 Curly Leaf Pondweed Project

10. Easement agreement approval - 625 W Veterans St.

11. Amendment of Ordinance Section 30-48(A)(B) First Reading, Second Reading, Adoption

12. Approval of Budget Amendment for TID 11 Road Expense

13. Approve updated Inspection and Permit Fee Schedule

14. Approval of ARPA funds for Purchase of Seven new Handicapped Accessible Voting Booths

15. Easement agreement approval - 621 Pearl St.

16. Resolution Authorizing Payment of Monthly Bills

17. Approval of ARPA funds for HVAC Project at 1004 Superior Ave

18. Ordinance Amending Sections 10-7, 10-37, 10-95 and Creating Section 10-97 of the City of Tomah Municipal Code 1st Reading, 2nd Reading, Adoption

ADJOURN

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



TOMAH COMPREHENSIVE PLAN 2045



APPENDIX A: Public Participation Plan

Final Draft:
July 2024

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PUBLIC PARTICIPATION PLAN

SECTION 1: INTRODUCTION

A key required component of Section 66.1001 of Wisconsin Statutes—the State’s comprehensive planning legislation—is actively involving community stakeholders as each local comprehensive plan is being developed, updated, or amended. Public participation helps to ensure that the resulting comprehensive plan accurately reflects the vision, goals, and values of citizens of the community.

Section 66.1001(4)(a) of Wisconsin Statutes requires the City of Tomah to adopt, by resolution, written procedures designed to foster public participation at every stage in the preparation or subsequent amendment of its comprehensive plan. The written procedures must provide for wide distribution of the comprehensive plan, an opportunity for the public to submit written comments on the plan, and provisions for local response to such comments. This document meets this statutory requirement. It serves to establish the procedures that will be used to consider and potentially adopt amendments to the City’s Comprehensive Plan.

Once this public participation plan is adopted by the City, it will continue to be valid, and it will apply to all amendments to the City’s Comprehensive Plan that are proposed and considered in the future.

SECTION 2: MAJOR GOALS OF PUBLIC PARTICIPATION STRATEGY

- Provide opportunities for the public to participate in processes to consider and adopt updates and amendments to the City’s Comprehensive Plan.
- Adopt plan updates and amendments that reflect the ideas, desires, and objectives of most residents and property owners.
- Meet both the letter and spirit of Wisconsin’s Comprehensive Plan legislation.
- Use the City’s Plan Commission and Long Range Planning Commission as a foundation for guiding the plan amendment process.
- Recognize that the goals expressed above must be balanced with the need to complete the comprehensive plan update and amendments within a reasonable timeframe.



SECTION 3: SELECTED PUBLIC PARTICIPATION TECHNIQUES

The City will, at a minimum, use the following techniques to obtain public input during a plan update or amendment process:

- Provide an opportunity for public input via an online survey that will be distributed through City communication channels and posted on the City's website.
- Ensure that all Plan Commission, Long Range Planning Commission, and City Council meetings to consider and adopt updates or amendments are open to the public and are noticed as required by State open meeting regulations.
- Provide an opportunity for public comment at each public meeting held on plan updates or amendments. Some meetings will be intended to encourage wide participation from the public. Other meetings are intended to be work sessions for the Plan Commission, Long Range Planning Commission, City Council, or some combination. The public comment period will be provided at either the beginning or end of each public meeting, or at one or more other parts of the meeting, at the discretion of the body. This will allow the Commission or Council to concentrate on completing tasks without interruption, while still allowing the public an opportunity to observe and comment.
- Hold at least one formal public hearing on any proposed comprehensive plan updates or amendments and the adopting ordinance prior to adoption. All members of the public will have an opportunity to present testimony and offer comments at the public hearing. The public hearing will be noticed and held per the requirements of Wisconsin Statutes, Section 66.1001.

SECTION 4: OPPORTUNITIES FOR COMMENTS/RESPONSES ON DRAFT COMPREHENSIVE PLAN MATERIALS

The City will have available copies of draft plan materials on the City website and at City Hall during normal business hours. The City will also provide the draft and final plan to adjacent and overlapping governments and non-metallic mineral interests as required by statute, and to members of the participating public as requested. The City may charge for public copies an amount equal to the costs of time and materials to produce such copies.

Public comments will be solicited and responded to at every stage of the process. Written comments may also be delivered, mailed, or emailed to the City Clerk. The City will respond to written comments via telephone, email, mail, meeting, and/or through consideration of appropriate changes to the comprehensive plan, or to the proposed updates or amendments to the comprehensive plan.

Question 1 Responses (130 total)

Deteriorating properties and trash/debris overflowing.
Many barriers to developing the arts. The community has organizations bringing the arts to the community, but a poor infrastructure to support it. Its needs a band shelter at Gillett Park and Winnebago. Tomah ACT needs a new theater. The entire community needs an arts center. Science proves that incorporating the arts grows the economy.
somewhere kids can get exercise during the winter indoor pool, open gym especially for the growing number of homeschoolers
Maintaining infrastructure. Replanting trees lost to disease or storms to help with air quality & shade as we experience more heat in summer
Growth & generating good jobs within our vicinity
Making changes
Government overreach
Housing, mass job creation
People feel they need to seek out other nearby towns to find things to do, places to eat, or places to shop. We have a significant drug problem in town as well.
Keeping the schools competitive, bringing in businesses for more jobs, high cost of housing
Businesses closing downtown
Moving the train depot away from downtown to encourage families to live downtown instead of further away from downtown.
Recreation space for kids and adults
Downtown development and filling empty buildings
water quality, lack of quality housing
Pavement conditions
Lack of dental and psychiatric services that are covered by Medical Assistance.
ROADS. Small businesses staying in business.
Housing, affordable daycare, significant drug issues in relation to the size of our town, transportation (taxi and uber services)
Attracting business/manufacturing (Jobs), affordable housing, community center to include indoor swimming, street upgrades, continue advancing recreation trails/outdoor activities.
Employment in healthcare. With surrounding cities paying more and having more resources in their communities, we are losing out on clinical staff and that affects the economic stability of our community. Also, property taxes seem to have skyrocketed, something that made us glad we bought a mortgage that allowed us room for the extra payments.
The dangerous intersection turning left from E. Veterans Street onto Superior. Also, turning left from West Veterans onto Superior.
keeping young adults in Tomah--
no new housing developments, lack of housing, lacking high end rentals
The school buildings need to be updated. Lack of a community indoor recreation area. (indoor pool) We do not need any more ball fields! We need a place for our senior population to be able to walk indoors especially due to the long winters we have.
Community connectiveness (how connected we feel to each other) plus drugs and homelessness issues (like what LaCrosse is dealing with now)
Lack of diversity in its commercial landscape.
Low income housing, Drug abuse, Crime
Keeping up with the larger companies.
As a family with small children, we travel to the neighboring communities to find activities for the children.
The cost of rent here is extremely high. We should connect more with coulee cap to advertise the housing ownership program.

Question 1 Responses (130 total)

Lack of affordable housing
Housing, child care, health care, public transportation
Attracting businesses, industries and manufacturing to Tomah.
Lack of adequate trained employees.
High real estate taxes
affordable housing & daycare
Dealing with influx of people. Some that are not community minding that stretch our resources
Lack of recreation/opportunities particularly for younger residents. Lack of restaurant/shopping options.
Transportation. Only one transportation company available and they are very busy. The cost of rent is extremely high. Affordable housing is not attainable for many who wish to stay in the community.
Affordable homes, street repair
Keeping as best as possible a low real estate tax rate. Provide lower cost housing options. Expect homeowners and landlords to keep their properties updated.
The City of Tomah needs a facelift. The downtown looks tired and old. The City needs to require, or incentivize, business/property owners to maintain a presentable store front and building. The other major NEED is a plan to upgrade the City streets and infrastructure. We have many areas of City streets that are in dire need of repair.
Adequate daycare and after school care. Tomah needs to do more to help families find good and affordable daycare.
Support for aging community, All types workforce education, School that can support educational needs. This would include building, staff, resources, and sports or activities. Overdoses and drug dependencies
Lack of childcare, drugs
Housing and shopping
Electricity, Sewer, Schools, Bussing, Taxes
Tomah is growing, but there isn't enough affordable housing. Yes, we have a lot of new apartments/duplexes near the Post Office, but they're "luxury" apartments that aren't affordable for everyone. I live in an apartment near the VA, and my rent went up \$100 a month in 2022 and \$60 a month in 2023. These increases were higher than my wage increases. I won't be able to afford living here much longer, and I live in some of the cheaper apartments in the city.
Road repair.
HWY ET, HWY ET, HWY ET! This road must be replaced soon. It's an embarrassment and a hazard.
Affordable housing for owners and renters. Drug trafficking.
Taxes without improved services.
Jobs
Making the downtown more appealing to help current and new business owners. A downtown with a US Hwy running through it is like a ghost town on Saturday night. There used to be standing room only in many establishments on a Saturday night? Crazy days used to be actually crazy. The city needs to ask why people are not coming downtown.
Road conditions and taxes
TASD infrastructure, indoor community space, aging downtown buildings.
Maintaining a unique identity and adequately serving the community.
Growth
Tomah has went from a small town to small city with population raising.

Question 1 Responses (130 total)

The need for more diverse job opportunities and also much more affordable housing
It would be nice if there were more options for kids during the winter. We find ourselves needing to go to La crosse or Wisconsin Dells for kid friendly activities. It would be really nice if there was a children's museum, movie theater, indoor swimming pool, arcade, etc.
Adapting to the present. No longer should be a good old boys town!
Drug use by an increasing number of people in this community.
taxes and improvements
Activities for all ages.
Keeping small business in Tomah
Housing
Up to date schools and athletic complexes. The intersection at the North end of Tomah (KFC/Subway one).
Education and school building improvements
Decline in school quality due to poor funding and lack of experienced teachers.
- lack of amenities in Tomah, feeling the need to go to other smaller or larger towns with other options available (breweries, more shopping, public pools/rec areas, and variety of cuisines). - limited housing options (not affordable, fair to poor conditions of houses that are affordable, but then need further remodeling to make better living condition. And taxes are too high with the housing market.
Lack of leadership and ability to change. Tomah is just such a sad town. All bars and fast food. No changes, no forward thinking. Look at the progress in Sparta? Why are we so far behind the curve.
Maintaining a strong and viable public school system.
I think we need to focus on economic development and growth in downtown, and southern part of town by interstate, rather than just all on north side.
Cost of Living- rent it seems is based on Tomah being this big city like Madison when it is not.
Home Affordability. Houses are way too expensive compared to the average income most people can make here. That includes Apartments you can get a two-bedroom apartment for close to \$1,000 most people here can't even make that on their own and be able to live a comfortable and happy life. There's nothing to do here we have a prime location with the military bases and the main interstate but we do nothing with it there is nothing that makes living here worth it. Bring in a Target or Hobby lobby. A YMCA or an activity center like the one in Black River Falls provides youth and young adults and ever the elderly or even homeschoolers with things to do. Cost of living goes. Up every year and wages hardly ever do. Parks and mostly walkways need to be kept up more. Like the walkway between the dam and Napa a lot of open space but it's not being utilized.
I feel not unique to Tomah but everywhere in general is the challenges with increased cost of living. People are having to be frugal and save more which in turn can impact a smaller town. The increased cost of living can really strain families and in turn lead to increased crime rates potentially.
Downtown shops.
I think Tomah is a pretty good place to live. The only thing I think Tomah needs is a theater.
Fixing the roads. There are a lot of roads around Tomah that REALLT need to be fixed!
Affordable housing. Adequate workforce
Affordable housing. Not apartments homes and or duplex
Poor management and the desire to "do it like we've always done it." We are not progressive, but stagnant.
We need to work on affordable housing, influx of drugs, and invest in our schools.
Affordable housing, better use of down town area, traffic

Question 1 Responses (130 total)

Nation wide the fire and ems agencies are struggling, make sure you are paying the volunteer groups enough, better than have a good plan going into the future.
Motel occupancy from lack of large entertainment coming to Tomah.
The high cost of everything
To get businesses downtown
Maintaining proper public safety
Taxes... Roads... and children will grow up into a city that is controlled by the big business people who favor little advice from smaller businesses. echo chambers exist internally that don't allow change. the city is going to grow but affording housing is harder when the workers cant find successful work places. there is nothing to do here and we need to get off the "small sports town" kick. Not every family these days can afford to put a kid in sports not just because of the \$ but the time they would need off work potentially. mental health is going to catch up with all of us if we don't start talking to each other and start showing empathy for one another.
Jobs
Affordable housing
Mental health, drug and alcohol abuse, adequate and affordable housing
Drug use, crowded schools, hiring quality teachers that stay long term, shopping options.
No growth.
Outdated schools and not having rec center for families all year around
Housing costs, drug use, poverty
Small businesses staying open and activities for young kids.
Attracting and keeping qualified people for our workforce.
Roads need work
Lack of businesses that provide a variety of goods. Too many reasons to go out of town to purchase necessities. School district needs to get a referendum passed to support budgeting/funding dilemmas .
Keeping people from moving to other developed areas
Downtown businesses having problems thriving in today's economy.
Growth - both in population and attracting and maintaining new businesses.
To grow and yet preserve the community. Find businesses that want to be there. Not just fast food restaurants. Places to shop for clothing, craft items, etc.
Generational poverty and drug/alcohol abuse
Accommodating growth, affordable housing, transportation networks.
High Real Estate Taxes. Businesses are not taxed equally. A smaller single building costs more than one that has apartments (income) and business below (income)
Its leadership
Cost of living versus wages, lack of affordable housing for lower wage workers, terrible sidewalks throughout town.
Growing the economy. Affordable Housing. Public Transportation.
Downtown is almost dead. Most businesses are for sale and the buildings don't shine like they should. The alternative hwy going right down the middle doesn't make people slow down and want to spent time there. The heart of a city is their downtown.
Child care especially for infants. Rent for families of low income or even for the elderly.
Public transportation, shopping, housing

Question 2 Responses (117 total)

The lake doesn't stink as much anymore. That's a plus.
Image of Tomah, boring. Drugs.
Deteriorating image
THERE IS NOTHING INIQUE IN TOMAH!!! THE DIFFERENCE IS HIGH RENT/TAXES FOR WHAT?? THE INCREASE IN SALARY FOR STAFF WHO WASTES MONEY.. THEY SHOULD NOT BE GETTING FEDERAL HOLIDAYS OFF. ROADS ARE TERRIBLE ,,TOMAH WASTES MONEY WITH A STREET SWEEPER THAT DOESNT CLEAN ANYTHING, JUST RIDES AROUND MAKING MORE OF A MESS **GET RID OF IT*
Lack of quality places for entertainment and dining. Our downtown area has so many vacant buildings but people are afraid of getting into them because of fire hazards. It needs significant redevelopment
Aging current image, but unique in that there are so many sub- communities
So many surrounding communities have grown their accessibility to the arts. Tomah businesses need relaxed regulations to allow them to offer outdoor cafes and wine bars, outdoor live music, and better curb appeal. Raising a local income tax and lowering property taxes might help.
Hope we can look progressive & create ways to enhance the lives of all our citizens, focus on health & well being
Friendly, mostly safe community. Not too big..
Downtown has several empty or for sale properties.
Fine.
We are a hub for so many small communities.
I think the people who live here love it but outsiders see us as a small hick town
Quiet and peaceful, lots of jobs
Wish we had more unique stores in town
A city that is barely surviving. Downtown during the winter is almost entirely deserted.
Lots of empty business, rumors of growth (bigger stores coming), lacking support for education and better schools
A bit tired and in need of a refresh. Tomah's location with two interstates is still a unique quality
downtown is drab, need more public art, attractive landscaping, engaging storefronts, more restaurants downtown, coffee shops, breweries, more fitness options
A small town that has nothing to offer on weekend nights except bars. There are almost no activities for people who either cannot drink or are trying to recover from drug abuse or alcoholism. Having no sober activities increases the problems with drug and alcohol abuse.
Large Enough to not see people you know but small enough to have that small town feel.
Unique downtown but with that also outdated and needs some sort of incentive for business owners/building owners to improve the look of buildings not that there should need to be incentive.
More robust downtown, very good venues for banquets and meetings, plenty of hotel space and several good quality restaurants
Stagnant. Stuttering. Bland. Mediocre. Let's show a bit of enthusiasm and forward thinking! Question #1 addresses Question #2, in part. Watching HSN city council proceedings reflects "old fogie" attitudes on the part of too many council persons. Ugh!
Folks look at us a pitstop on the two highways. They look at our large employers and that's about it, they tend to go to Sparta, Onalaska and La Crosse for services, when we are so much more. I am worried about our downtown having viable businesses, worry just like all small towns.
It is growing but has room for improvement. Compared to surrounding communities Tomah is growing faster in my opinion. But we need more shopping, eating businesses to match Tomah's growth.
It is a pass through city. Stop for a meal. No reason to stay.
blue collar, low unemployment, businesses don't come to Tomah because of lack of available employees
Not progressive.

Question 2 Responses (117 total)

Many see it as a military town - we do have a lot of government paid positions with little manufacturing. Our location is unique (2 interstates bringing in travelers), not the county seat but have the county fairgrounds
There is nothing that sticks out to me being uniquely Tomah. Maybe, the Fair Grounds if pushed.
Okay place to live, community events, good schools. Tractor Pull
Small town, known for drug issues.
The town feels like a "Come & Go" City. Fast food trumps homemade food restaurants.
Tomah is a welcoming community that offers a variety of activities.
Expensive and racist
Quality small-town living. The number of Federal and Military employees living here.
While it has improved Tomah is not as progressive as Sparta or Black River Falls. Those communities are looking to the future and current leadership in Tomah is stuck in the past.
Where the I divides. I can't think of a special or unique feature that someone from outside of Tomah would mention. People from Tomah would say Ft. McCoy and the VA. We are a rural community spread out along Superior Avenue with interstate access. Tomah's image is a nice rural community with a good school and lots of activities for kids.
Too many open store fronts
lots to do thanks to the Chamber & non-profits - DTN
Quite good. We have a loyal base of residents Good people doing good things
Rural...
Hospital within the city limits. Also having paramedic staff available 24/7.
I think that Tomah is looked at as a city in a rural community. In that, Tomah doesn't have as many problems as a larger city does, and therefore a better quality of life. Tomah still has its problems.
Our image is like many other smaller towns in Wisconsin, it is old and dated. We must renew the downtown and streets.
It is stalled in growth with an aging down town. It has tons of natural resources around it.
Our downtown has so much potential but seems to be failing. The storefronts (which i know are not the city's problem but the individual owner's) could use a facelift.
Good with things like tractor pull and cranfest
Were the interstate divides. Work opportunities. Newly updated Fire and Ambulance building. New Hospital facility. Shopping.
Unfortunately, Tomah gets compared to Sparta all the time, which is unfair. Both communities have unique qualities and challenges. For Tomah, it feels like a community that wants to embrace its "Main Street" image, but it feels stuck in the 90s and early 2000s. It isn't moving forward.
It doesn't look run down, if you don't go into the alley ways.
Tomah is actually two cities. The "city" itself, and the "city" from ET to the freeway north.
Blue collar community.
Closed community. New blood not welcome.
Clean
Downtown Tomah is actually kind of sad to drive through. Facades are old and dirty. Many businesses are closed and vacant giving a picture of a non-vibrant business community. Storefronts are important but very expensive to maintain. Are there any grants that Tomah could help procure so businesses can upgrade

Question 2 Responses (117 total)

their front without hurting their bottom line? There are other downtowns that Tomah should look at to model themselves after. Downtown Chippewa Falls comes to mind as a quaint, inviting atmosphere.
Nothing it is a good old boy community that only cares about what the elites think.
I believe our image is positive but future planning can be improved. Our current leaders are doing well but I feel there is a need include a younger generation.
Interesting downtown with some businesses that have been there for a long time, some nice parks,, a lake, etc...
Boring.
I feel Tomah is a beautiful place to raise a family and grow. What makes Tomah different from other cities I think its our school system I feel like the community is very involved with the school district, If its family attending event to fundraiser happen for a good cost to the city.
Tomah has a reputation for not having any tourist attractions except the fair and tractor pull.
We love the community events: squirrel fest, downtown Thursday nights, music in the park. It is very fun to see the community come together in a family friendly atmosphere during these events.
We don't have a city administrator. One is needed to explore/research what's available.
When you drive through town there are definitely things that make downtown more appealing but there are also buildings that make the downtown look a little lackluster. I feel like the image Tomah portrays would be so much better if all the buildings had a facelift. I like that there are several new businesses that have opened recently.
interstate
We aren't a destination. Nothing to draw people to Tomah.
OK but we need new and younger people in our government. Should not be able to stay in city offices forever.
High amount of drugs! Has more jobs!
Downtown area has seen improvements but more is needed.
small town that is slowly growing and progressing compared to other near by towns similar in population/size.
Dirty. Behind. Sad.
I think the image of Tomah is industrial and transportation hub focused. I think we have opportunity for tourism/travel and retail, restaurant, and hotel opportunities.
The armpit of Wisconsin is how I describe Tomah at this current moment. There's nothing that really makes this community much different than others except the wasted potential and space. The only thing I can say that is positive is the fact that we have a prime location and that we have the VA
Tomah has lots to offer from several park options to the lake to go fishing at. You have that perfect combination of nature and yet have that small town atmosphere to offer something for everyone.
Kind of crappy - needs a good cleanup...first impressions are not the best. We have a nice wide main Street- the boulevards are well kept. Bring back the fountain! More trees!
A pretty good place to live with a nice community. People are so loving here!
Togetherness
Progressive
Merely a spot in the map. People comment there is now draw here-fast, but few dining options. Many not so great bars, few upscale opportunities. Very small town, inbred vibe.
I believe the active Chamber of Commerce and continued economic development are great attributes to Tomah.
Kind of boring,
A bit run down, need more facade updates

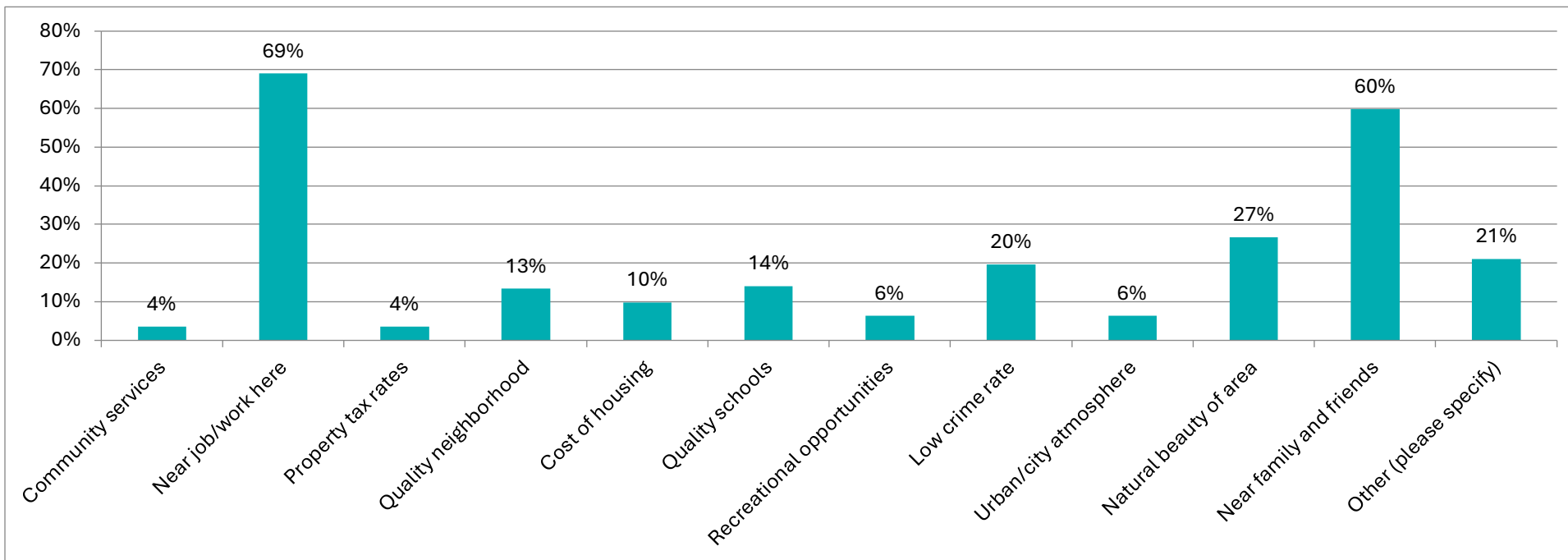
Question 2 Responses (117 total)

Transient community. Many who live here r only here for a short time. We need a more permanent community.
We are well positioned on major highways
I feel like our neighbors are blowing past us in the downtown scene. Food/shops
To transient, people work Here, but nothing to make people want to live here, also affordable housing.
a city of 9 hotels surrounded by cranberry growers, military establishments, and interstates with nothing much going for its image unless you are interested in some sports. its a city that's large and fortunate enough to have a prime spot on the Wisconsin map, but goes no length to change what is being attracted to us. Were the bigger of the neighboring towns, but don't stand out in any way outside of location, and the number of hotel rooms here.
Good old boy
I think people see us as Hicksville. We don't have many vibrant, unique businesses or restaurants like Sparta has, and we have a reputation as being redneck from what I hear from colleagues.
Pretty friendly community. It does have convenience of stores and some local stores, but the small town business owners don't get as much support as say, the Sparta community. Tomah is upbeat and has a lot of room for opportunities and growth.
Strong sense of Community
We are a supportive community.
We are a great small town! A truly wonderful place to raise kids.
Good clean city, hub of military base and tractor pull, cranfest
Lack of employees to fill jobs of all kinds.
Ok ~ big on history and pride in history
Quiet town with some fun activities year round. Not quite known for anything specific other than being in the heart of Cranberry country. (In comparison, Sparta has gone all in on Bicycling and complement it with Kriskindlmarkt.)
Both the old town feel and the modernized updates make Tomah unique.
It's cranberry country. and Military.
Tomah is a relatively nice small city/large town that is culturally behind Sparta (West) and Mauston (East), but seems to be slowly improving.
Tomah is very progressive and family-friendly.
Needs more for teens, Elderly & Veterans
Very closed minded. We should have double or triple the businesses our neighbors do.
Not progressive, not enough jobs, lots of vacant storefronts, projects not being completed. Seems to be falling behind compared to other towns around. Tomah seems to be more concerned about short term projects then long term that would bring in more business through out the year versus 3 months like hockey does, but only benefits Hampton and Holiday Inn.
Small town, friendly with some big events that attract people in for the events (for example: the big tractor and truck pull, the Thursday night downtown concerts).
The lake makes it different. It's not up and coming like Sparta or even Black River Falls.
Proud but in some cases we are too proud and we are hurting ourselves. By not listening to what matters. Like what I list above.
Safe and clean
The things that are available- nice hospital and clinics, music in the park, parades etc.
Old community with a declining downtown
Very strong employer base for its size.
We are falling behind our neighboring communities and other Wisconsin communities of size.

Question 2 Responses (117 total)

Tomah is a growing community, starting to see more small-town and family owned businesses picking Tomah over other cities. Tomah is embarking on becoming the first all-inclusive city! Our community members really know how to support our disabled, elderly, and Veteran community members. Supporting our special needs members through Special Olympics, Handishop Industries, Tomah Squirrels building all-inclusive playgrounds, offering bus & boat rides for the disabled and elderly, etc.); bringing investors to Tomah to help build an Equine Therapy Center. We should be painting a picture that all are welcome here and also that we invite diversity!

Q3. What are the three most important reasons you and your family choose to live in the Tomah area?



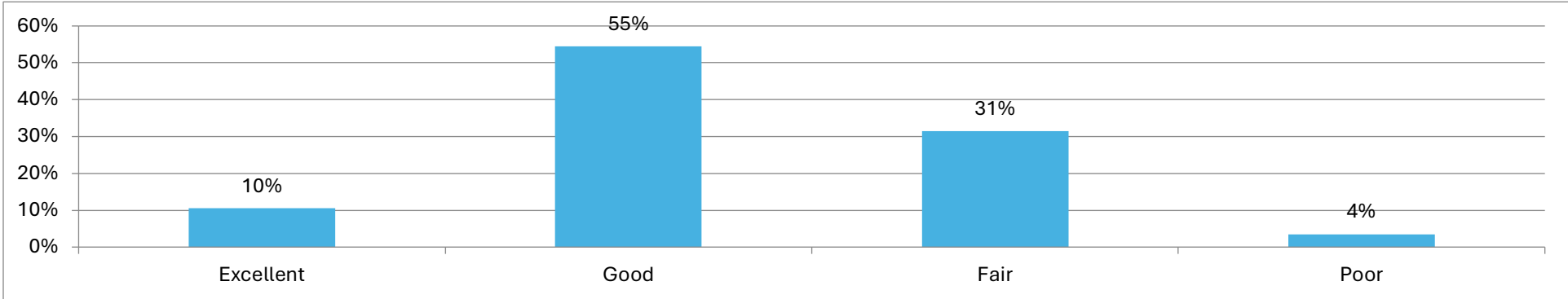
Question 3 "Other" Responses (30 total)

- I was imprisoned by my parents in Tomah at a young age.
- Grew up here
- CLOSE TO FT MCCOY THATS IT!!
- Americana Music in the Park
- I got stuck here, I want to leave. The schools are awful, the gap between classes pronounced, recreationally there is nothing but drinking, housing is terrible, and I work job that I hate because the only other option here is factory work
- Our church
- Friendly church (St. Paul's Evangelical Lutheran Church).
- I have to live with family because I cannot afford to live on my own.
- Easy access to and from because of interstate highways location.

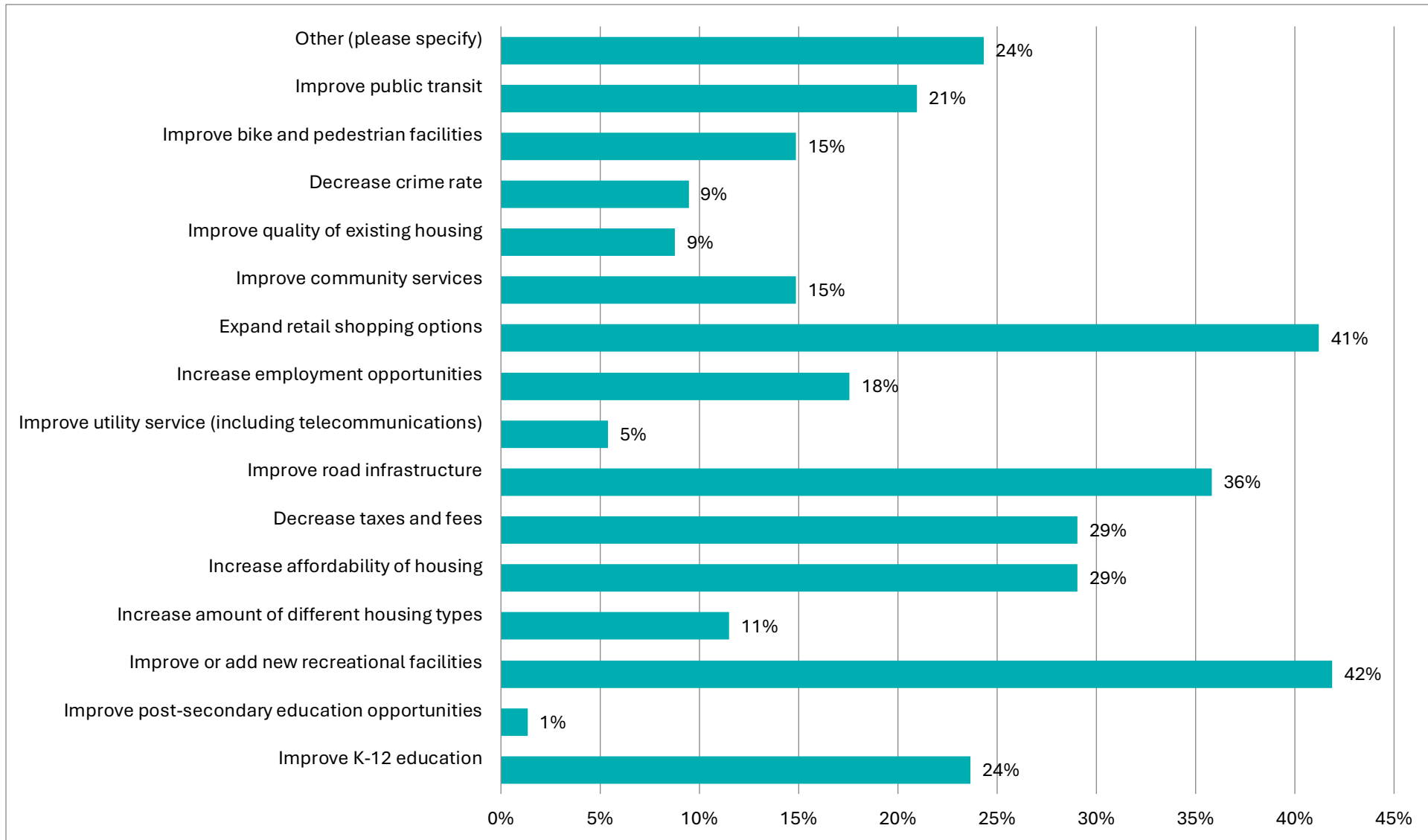
Question 3 "Other" Responses (30 total)

Like small towns after living in large towns for most of my life.
My job
N/A
That's really all that is keeping us here.
At that time there wasn't a third from this list.
Family Business
Rural lifestyle. Little traffic and congestion.
Cost of house in the 90s
Military
#bornandraised
Interstate.
Found a home (house) that I loved.
Healthcare services
Easy drive to larger cities with cultural opportunities.
Lifelong resident
Born here
Rural area
I moved here when I married. I like the smaller town, but find it hard to find items I need so I do a lot of online ordering.
Life long resident & have always worked in Tomah
Home for 60 yrs.
Born here and never really left

Q4. Overall, how would you rate the quality of life in the Tomah area?



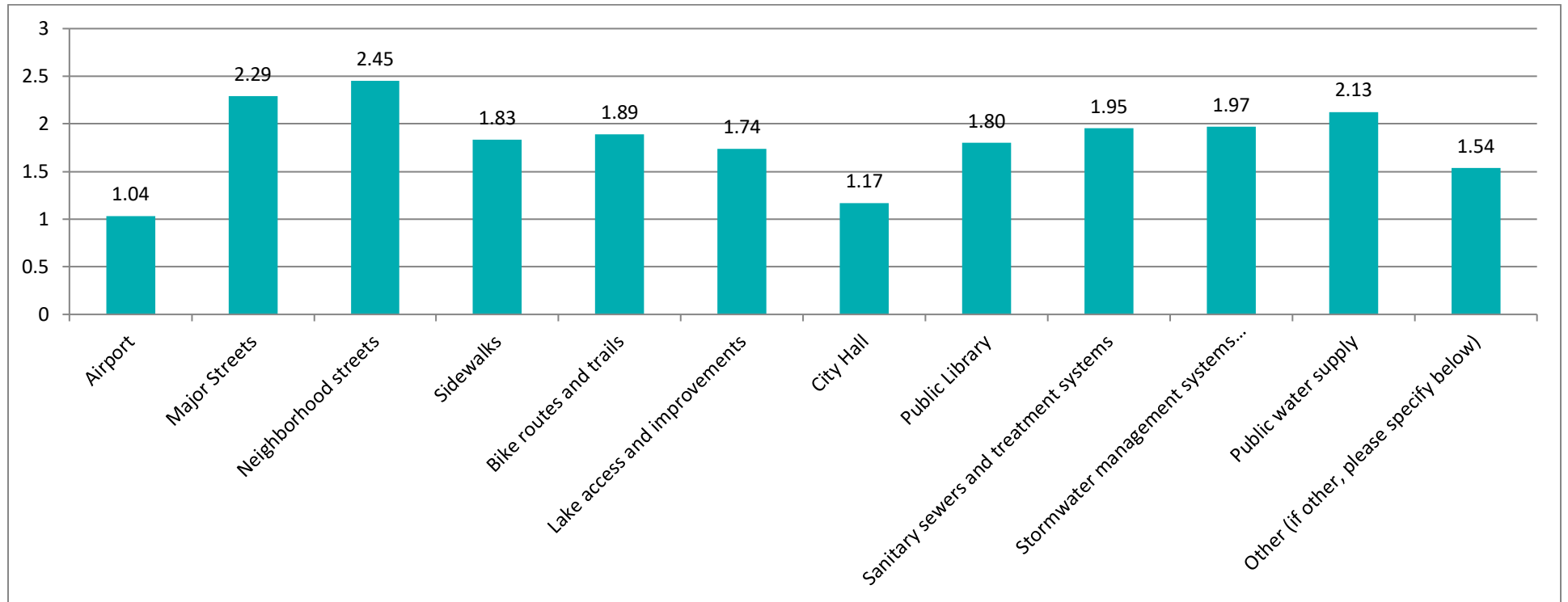
Q5. Please indicate the top three changes you think would improve the quality of life in the Tomah area.



Question 5 "Other" Responses (36 Total)	
Make businesses clean up outside garbage/ pave sidewalks and driveways	
Improve walking trail with protected pollinator habitat instead of grass, more specifically the section behind Glendale Ave	
Water quality	
A venue to host big events	

Question 5 "Other" Responses (36 Total)
shrink government
Enlarge public library
Move the train depot away from downtown
Increase access to mental health services and dental services that accept Medicare and Medical Assistance
Remove substantial drug (non-marijuana) problem and trafficking
Make pool indoors, year round. Support cost with party rooms for rent/arcade/vending machines. Exercise times for adults. Times for new school swim team.
Increase community activities for families
Less fast food and more sit down restaurants or a brew pub
More programs in Park and Rec, both during the day and after hours. Have buildings open for Pickle Ball, dance or yoga, weight training, indoor walking. Have more activities for older adults and not just for kids. Have a swimming beach at the lake.
have sit down restaurants versus fast food
Continue quality law and order
Improve Downtown, all of it
Increase access to childcare
Young people (kids, teens) need more things to do. Maybe this falls under "recreational facilities," but there aren't many kid-friendly places in Tomah.
Making the downtown more vibrant and inviting
Indoor pool
Increase interest for tourists
Quality Daycare Facilities
Improve alley, and alley access to Main Street stores. Improve appearance to back side of stores.
Childcare
Add a wellness center/YMCA
Movie theatre
Recreational facilities other than hockey. An indoor swimming/recreational facility similar to the Lunda Center would be a good start.
put tables up with shade at Winnebago park
Use hotel room tax for something other than parks and rec.
Increase more walking paths and outside recreational parks
State Certified Job Center
Clean Lake Tomah
All season sport facility with indoor track, field and swimming pool.
Improve the downtown area. If it were a more attractive place to go, more businesses there would succeed.
Child care
Make Tomah a destination i.e.: meeting\convention facilities, shopping\restaurants

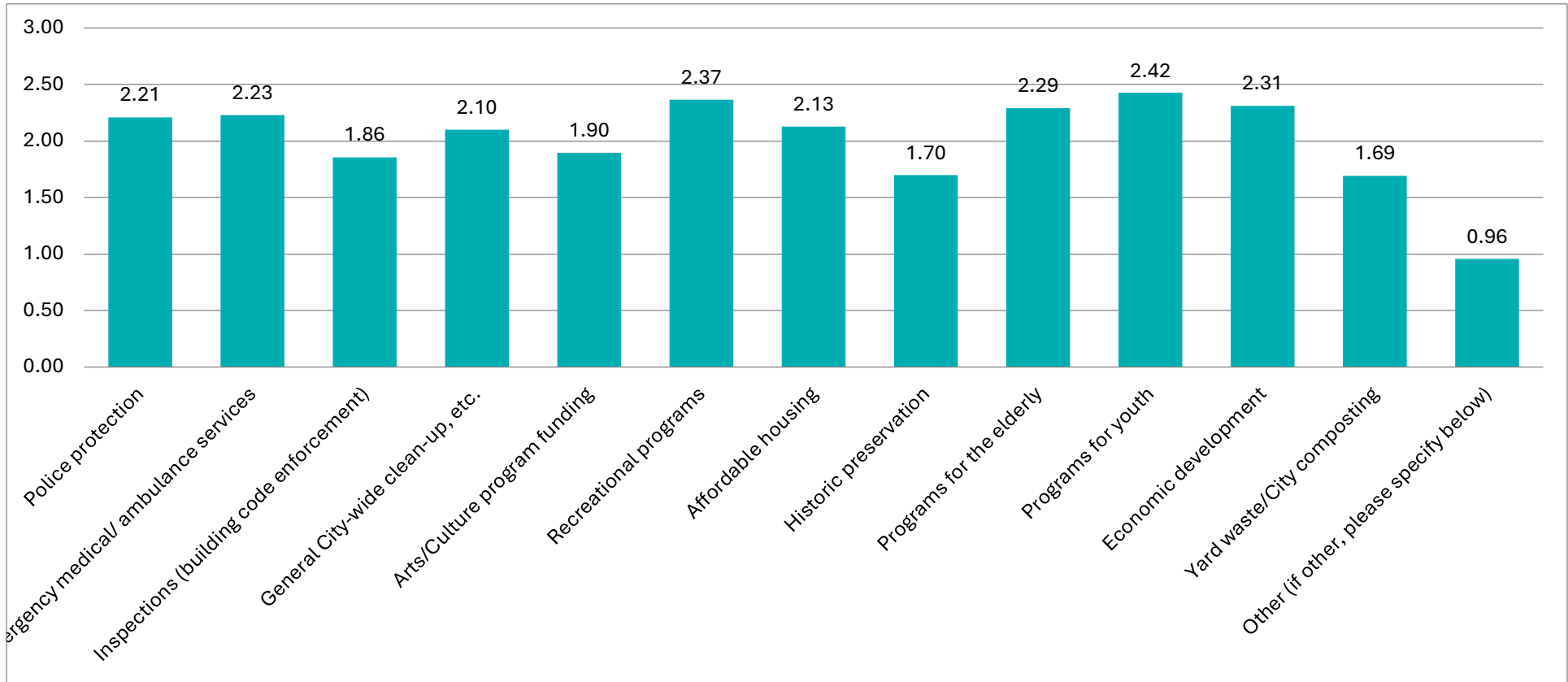
Q6. The City maintains a wide array of public facilities and infrastructure with a limited budget. How would you like the City to prioritize maintenance and construction investments? Please indicate your spending preferences based on your satisfaction with these public facilities. (Weighted average on scale of 1-3, 1 is lowest possible support, 3 is highest possible support)



Question 6 "Other" Responses (54 total)
Free Chic fi La for ALL!
Combine yellow & brown lids p/up to Same day
NEED NO ATV ROUTE SIGNS NEAR SCHOOLS
Arts infrastructure
Bigger facility for senior citizens to gather
Recreation facilities
Rural Streets.
Law enforcement to tackle drugs in our town
I don't know enough about if the current budget levels meet the needs of the different areas. I'm less worried about recreation if we don't have good infrastructure.
City pool, make indoor for year round use.
Let those who use the airport pay for it.

parks/recreation programs and sites
Public transportation options.
Sell the airport to a private investor. Utilize the revenue from this to building sports complex.
City parks and green spaces
All indoor athletics are school spaces. Improve communication with TASD and potentially provide funds for new shared spaces. Winter court access is a challenge and neither can fully fund alone.
Emergency services
Improve curb and curbside parking on Glendale.
Plant more trees.
I think fire safety education
Ambulance and fire services
Improvements to Hockey rink
Recreation Opportunities
Validate safety of water with comprehensive PFAS testing at all well sites.
Public transportation
Move Thursday music to Recreation park. City worker Overtime would cease, wouldn't negatively affect down town businesses and people coming through-road closed to them. Huge loss of income. The rec park is set up for everything! Electricity, parking, seating, restrooms, can have the food trucks, not in front of Murray's on Main (always supporting him first-unfair and conflict of interest) not safe for Police station and emergencies, noise up town and so many other negative things for being on main street!!!!

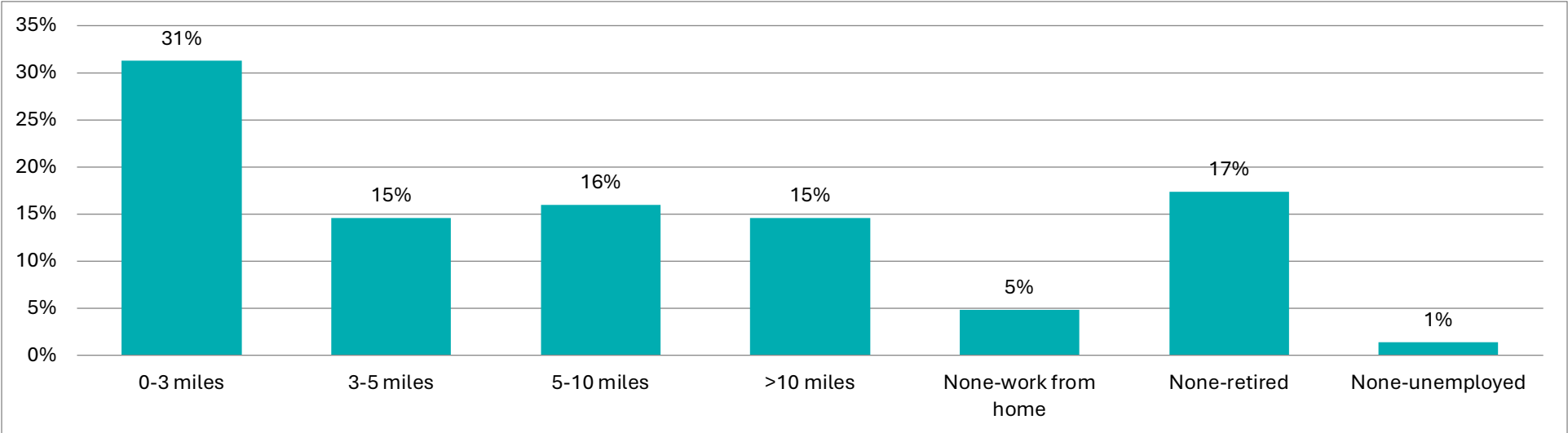
Q7. The City supports many public services with a limited budget. How would you like the City to prioritize spending on these services? Please indicate your spending preferences based on your satisfaction with these public services. (Weighted average on scale of 1-3, 1 is lowest possible support, 3 is highest possible support)



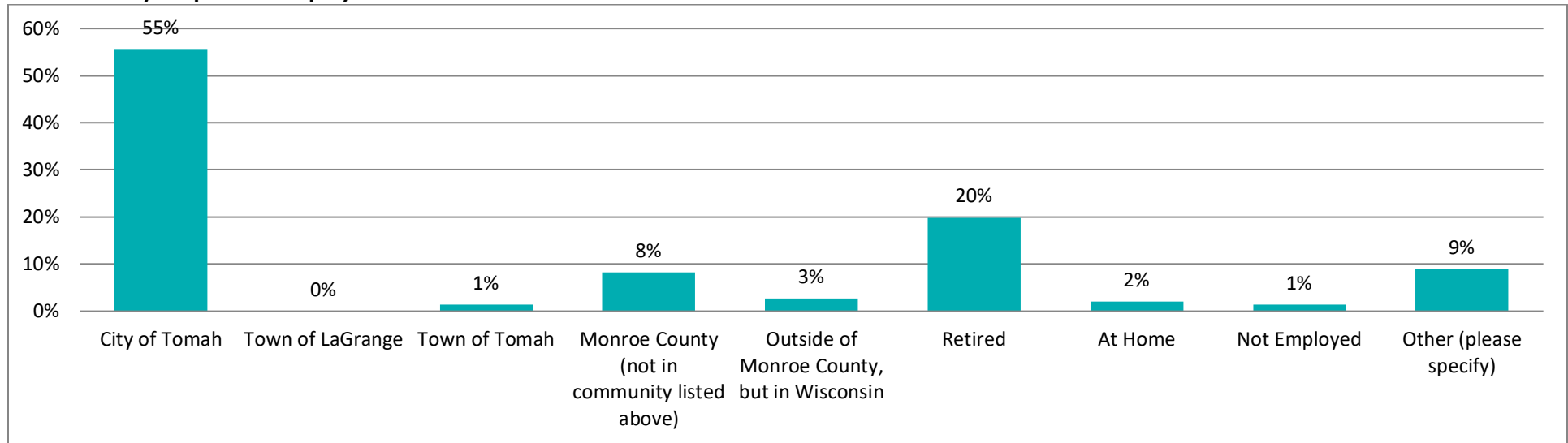
Question 7 "Other" Responses (16 total)
Did I mention Free Chic fil la for all
INSPECT ALL HOUSING RENTALS FOR BLDG CODES INSIDE & OUT EVERY 2-3 YEARS.
NEED MOTORCYCLES /ATVS FOR POLICE TO SLOW THESE DRIVERS DOWN
SOBER recreational activities or community center open evenings and nights to offer an alternative to bars, and to give teens something to do other than drinking or getting involved with drugs.
Seriously consider a community center with indoor swimming.
It's easier to prioritize what I think is most important to continue to have quality services: Affordable housing, programs for elderly and youth, utility management and economic development.
DOWNTOWN STORE FRONTS/COLORS/UPKEEP ARE UNKEPT

City pool, make indoor for year round use.
Several city employees don't work to their potential and are not held accountable. Money & benefits could be saved there.
I want to see city youth programs that are 'not' set up for Wed. nights or Sunday mornings. That is a time for Christian education and worship!
Need to maintain current costs for Fire and EMS for a few years. Staff should be crossed trained for Fire and EMS. Spending to much funding to support two separate types of operations.
Emergency services
More trees.
Parks
A concentrated focus on downtown businesses. Include more blocks in Downtown Thursday Nights. Develop a theme for tourists i.e. Antiques/Crafts/Thrift/Specialty Foods/Gifts. Again, similar to Sparta, the Dells, State St in Madison.
Have an indoor pool versus outdoor! Healthier for community and more ppl would use it. Pool is closed a lot even during summer. A nice rec center like in Black River Falls, LaCrosse, Minong and other areas.

Q8. What is the approximate distance of your commute to work (total)?

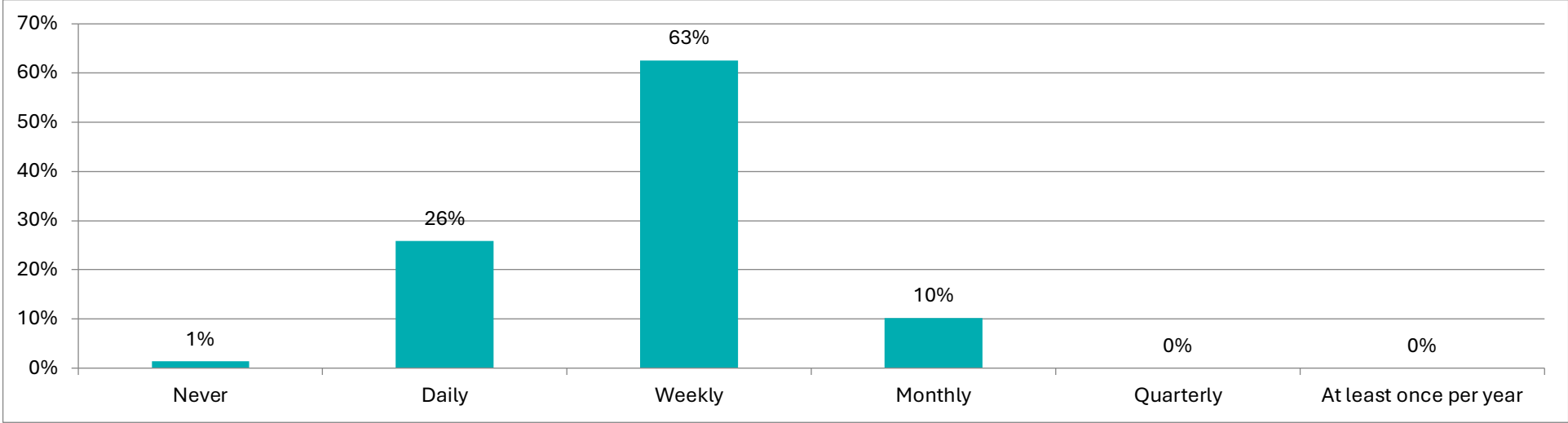


Q9. Where is your place of employment?

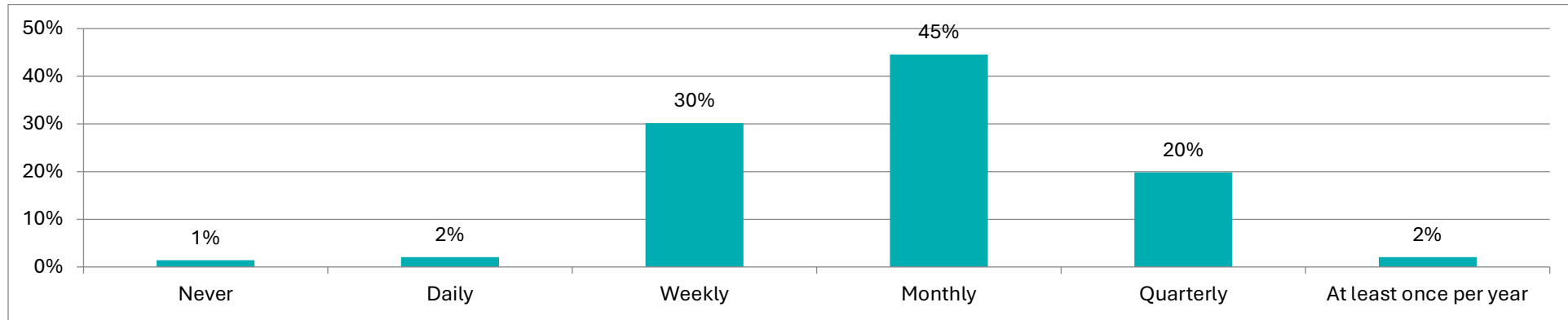


Question 9 "Other" Responses (13 total)	
Chic fil la wouldn't hire me	
Regional and national travel.	
Used to be VA	
Tomah VA	
TASD	
DoD Employee Fort McCoy	
Tomah VA	
Self-employed	
Fort McCoy	
La Crosse	
Mixed employment between Tomah & LaCrosse	
La Crosse	
Military	

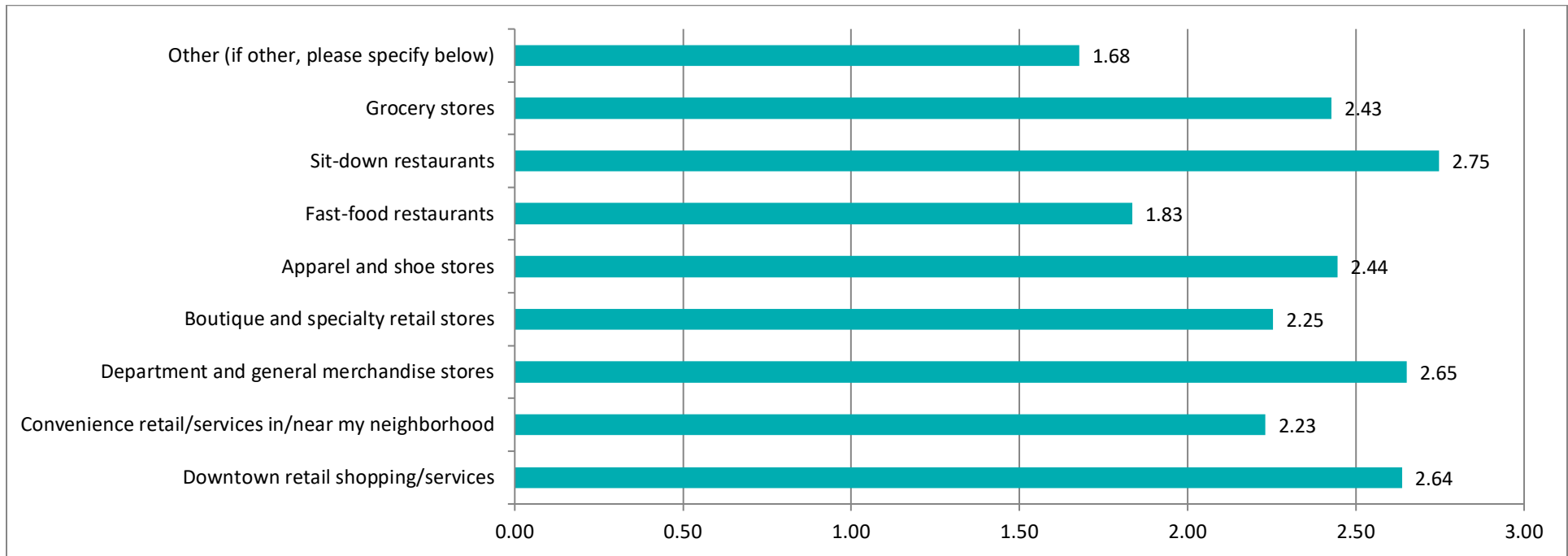
Q10. How often do you shop in Tomah?



Q11. How often do you leave the Tomah area to shop?



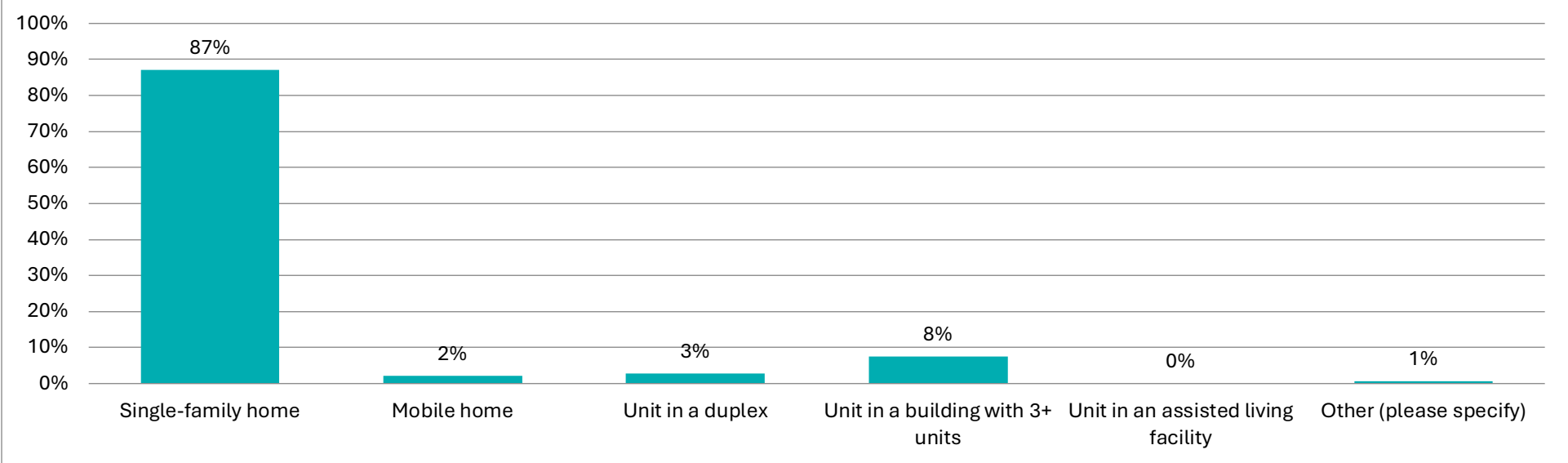
Q12. Please share your opinions about the supply of various retail and service businesses in the Tomah area. (need more, have enough, have too much, not sure) (Weighted average on scale of 1-3, 1 indicates having too much, 3 indicates needing more)



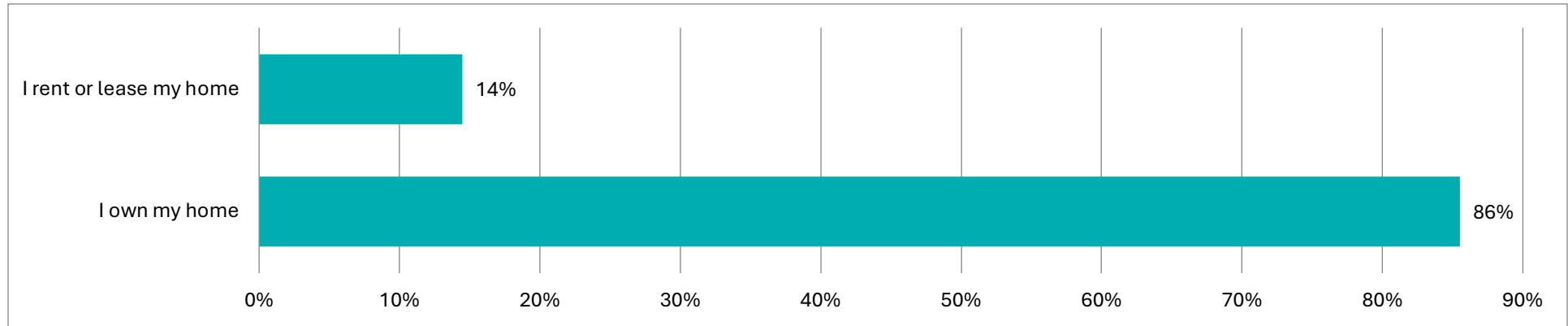
Question 12 "Other" Responses (28 total)
CHICK FIL LA
INSPECTIONS OF RESTAURANTS, RENTALS, GROCERY
We need more quality dining. We also need more development of downtown area to eliminate vacant buildings. Don't invest in big business. Help the small businesses
Breweries, wineries, distilleries
exercise options, we need a pool
Coffee shop and bookstore
daycare, taxi service
Tearoom
TOO MANY BARS
We have too many cooperate stores. This has put our local grocery, hardware stores in risk of not surviving. Support local so revenues stay in communities.
Menards, Home Depot, or Lowes.
Tomah needs to have a hotel downtown to keep people from leaving downtown to stay by the interstate.
Young men's clothing store and sports equipment store

winery/distillery/brewery options
Arts and craft materials like sewing and fabric retail.
Resale/consignment
Breweries. Wineries
Need more store like Target or similar store
Bars-have too many
there are more than enough second hand places
something to compete with Walmart
Taxi service
Large meeting center for new things
Walgreens
Bring in an attraction to pull in more visitors year round (All-season sport facility w/pool). Themed approach to downtown, like antiques, custom furniture, crafts, gifts, artisans.
Wal-Mart & Kwik Trip rule this town. Hate to go, but don't always have the time to drive to LaX or Eau Claire
Indoor activities for families
Small Grocery
There are a lot of empty retail space in the Downtown Area which would be nice to see them filled with retail shops.

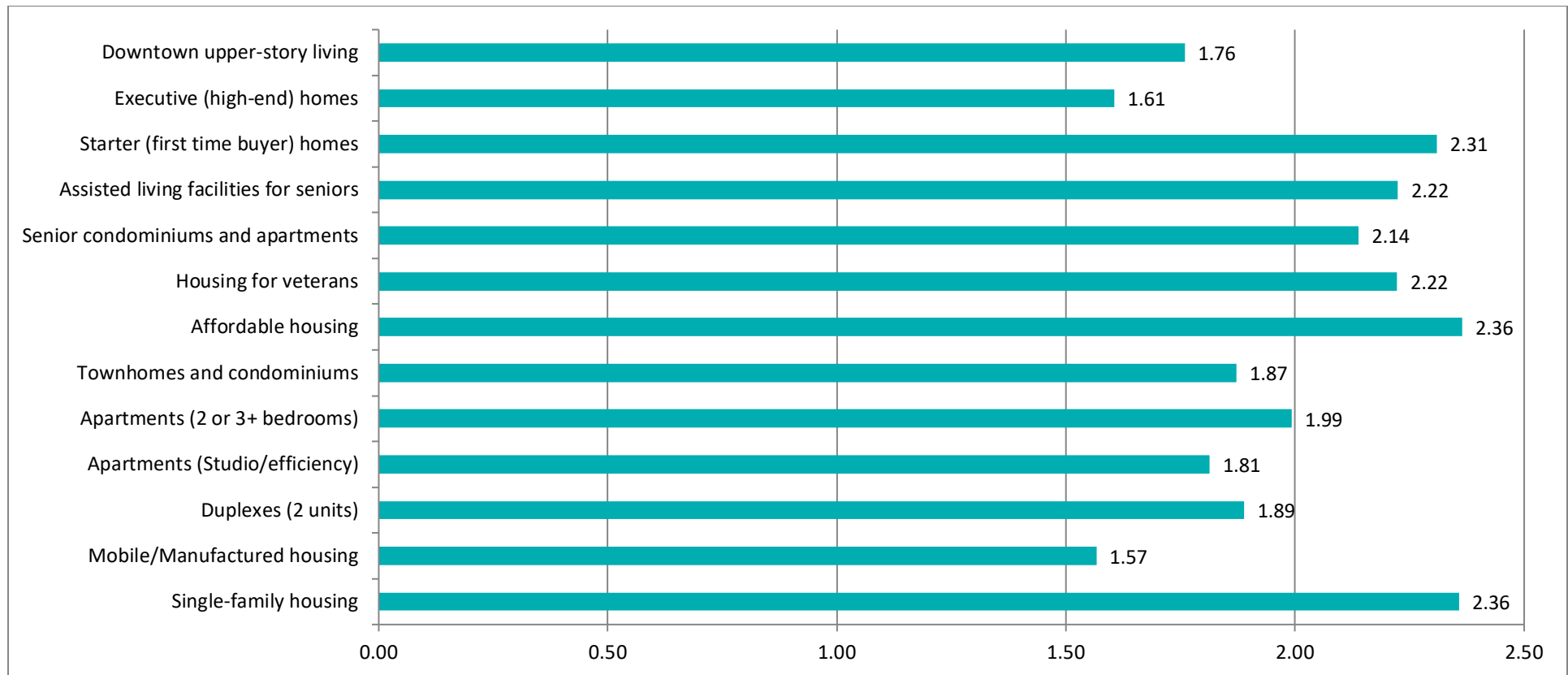
Q13.What type of dwelling do you live in?



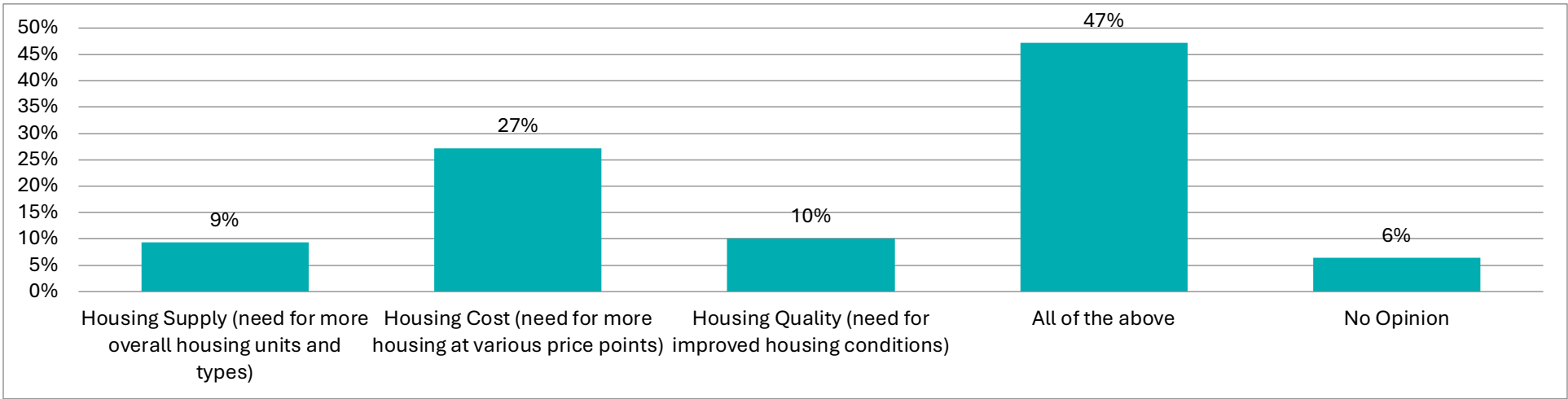
Q14. Do you rent or own your dwelling?



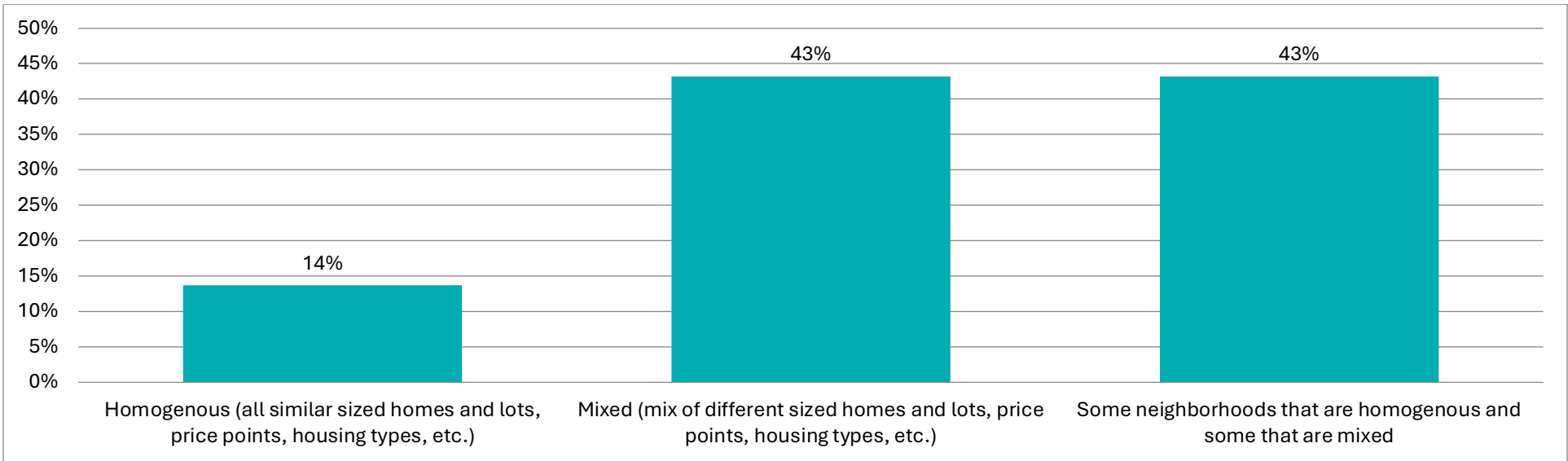
Q15. Please share your opinions about the supply of various housing types in the Tomah area. (need more, have enough, have too much, not sure) (Weighted average on scale of 1-3, 1 indicates have too much, 3 indicates needs more)



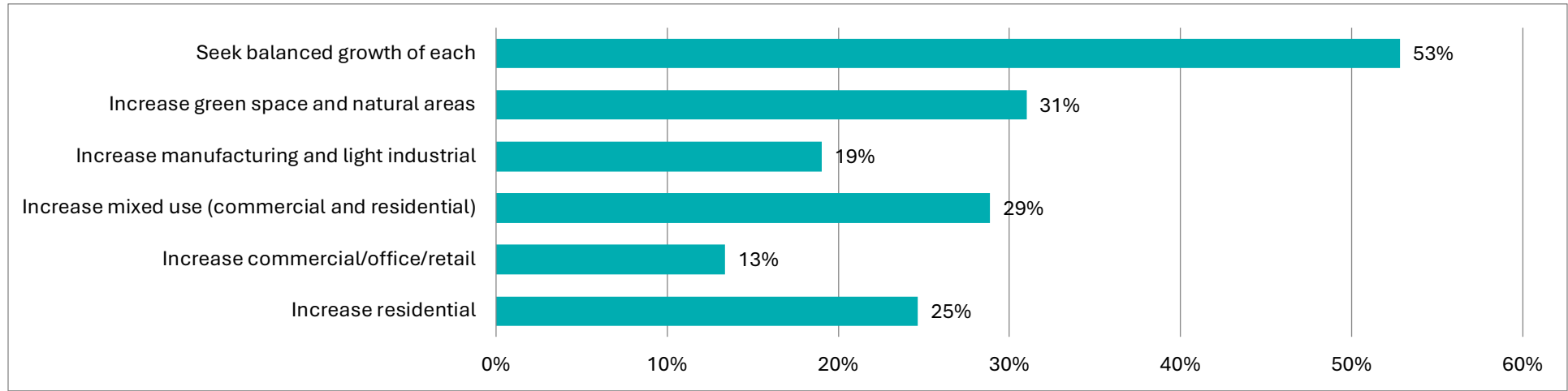
Q16. Which of the following aspects of housing is most important to improve in the Tomah area?



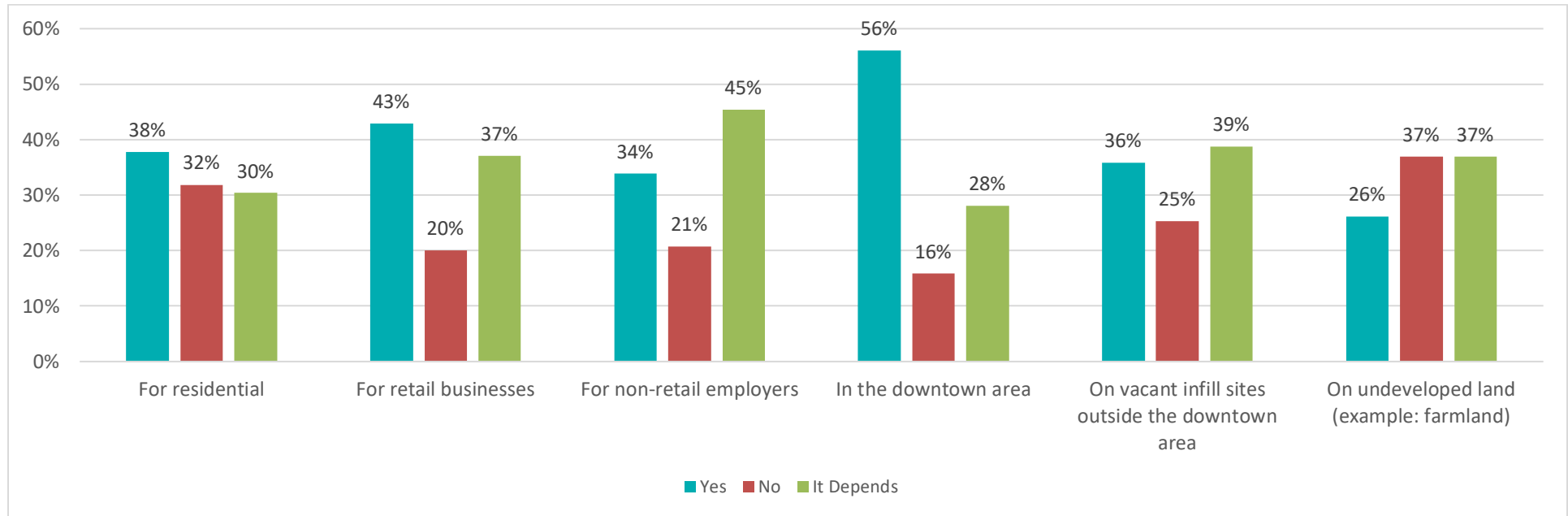
Q17. What type of residential neighborhood make-up should be prioritized?



Q18. What land use types should Tomah prioritize over the next decade? (select all that apply)



Q19. For each of the following, should the City offer financial incentives to encourage development and investment?



Q20. What should the City's top priority or most important goal be for the next 10 years?

Question 20 Responses (121 Total)
Work with School District to make sure we make K-12 education a priority. If we do not have good schools, it will be difficult to grow as a local economy as workforce becomes issue.
INFORCE CITY ORDINANCES MAKE PEOPLE OBEY THE SPEED LIMITS RESPECT OUR POLICE DEPT.I
You should know.... A Chick fil La
Bring more money into the city.
Inspections of all rental housing i.e. permanent, short term, vrbos etc. for codes. Tomah businesses of what is here now /REPAVE SIDEWALKS,PARKING/CLEAN UP TOMAH. Would definitely be concerned -- As Tomah is becoming a decreasing businesses , deteriorating village
RESTAFFING -- LOWERING TOMAHS STAFF HOURS /NO FEDERAL HOLIDAY PAY/DAYS OFF. BETTER WATER TREATMENT SYSTEM. GET RID OF DRAINAGE PONDS IN NEIGHBORHOODS. IN TOWN BUS SERVICE
Improve the affordable housing. Improve the schools. Help fill downtown business not large corporations
Decrease property tax, look at freezing property taxes for the elderly.
Clean up what already exists
An arts center
encourage property owners to maintain & improve their properties. Encourage respectful use of parks & common areas. Aim for a vital downtown area of shops, offices & residential use. Plant trees! Encourage homeowners to plant trees!
Decrease property taxes
No more hotels and bring in another manufacturer. More for kids to do
Limit growth. Re-develop existing land.
Housing across the board.
Figuring out more indoor and outdoor spaces for families and children of all ages to enjoy. We need a public indoor swimming pool, indoor playground/jump park, movie theater, amphitheater, free splash pad. Kids need more things close to home to occupy their time.
Indoor pool
Roads
Move the train depot away from downtown.
Improve family, recreation opportunities to keep families in town and increase visitors for events, tournaments (to boost local economy).
Economic development efforts to retain and grow new
Encourage entrepreneurship, attract new business, and invest in local start ups and continue to invest in the police force to keep the community safe
Improve the roads
Increase access to mental health services including psychiatric care and access to sober activities at night and on weekends as an alternative to bars. Perhaps a community center staffed by volunteers?
Infrastructure in all forms roads bridges railroad tracks buildings etc....
Drug issues including our high school. Bathrooms in the high school always smell like weed.
Recruit manufacturing/businesses. Key to all things future!
Jobs and affordable housing, so folks WANT to stay and live and work in the Tomah area.
Complete sidewalks for all neighborhoods. Fix the intersection issue Superior/Veterans. Increase retail(Target, sit down quality restaurants)

Question 20 Responses (121 Total)
buy and develop residential lots and industrial park
CITY GOVERNMENT THAT LISTENS TO THE PEOPLE AND DOES WHAT IS BEST FOR THE COMMUNITY AND NOT IN THEIR PERSONAL INTEREST. A CHANGE IN LEADERSHIP THAT UNDERSTANDS CITY FINANCES/AND CITY PLANNING.
Decrease government spending by focusing on most important government tasks (no need to add more and probably could do with less) and letting others lead non-government tasks
Finding quality businesses that will create good, lasting jobs for the area. And not just the same manufacturing/fast food/bar/gas stations that we already have more than enough of. Also, businesses that offer higher pay will help keep and bring in workers for the area.
low income affordable housing
Beautify our town and bring in more shopping/restaurants.
Creating activities in the community. We travel monthly to the Lunda center, wish we could keep our money in Tomah. The day is spent swimming with lunch and dinner in BRF. Our family also needs more healthier food options. The fast food options are endless, but not many homemade food options in the evening.
I want Tomah to remain a small community. We have way too many chains popping up. I understand it helps business, but it takes away from our small town feel. Incentives towards businesses already going into vacant spaces may help this.
find ways to bring people to visit Tomah - use recreation park, book the hotels
Control wasteful spending.
Build a convention center! Should have been done 20 years ago.
Control taxation increases.
Have a community center like BRF, LaCrosse and area cities do. Indoor pool (get rid of outdoor pool-it is just a money pit), Basket ball courts, pickle ball court, meeting rooms to rent for gatherings (that you can bring in your own food or cater in), safe walking area for everyone (so you don't have to deal with the weather or possible falling)
employment which then needs housing
Fiscal and Moral leadership. Law and order.
Community center/indoor pool
Affordable Housing and more options for transportation.
Affordable housing and street repair
To make Tomah a wholesome city. Get rid of Mayor Mike, and his drag show fetishes! Get rid of illegal drug use.
We need to enhance the downtown. IT must be improved to draw interest from businesses.
Childcare, with the rising cost of childcare it is starting to become unfeasible for both parents to be in the workforce, especially with lower income families. This in turn will decrease the size of available workforce and decrease the quality of the workforce.
Build a new school for K-12. Ensure you include sports and wellness. Work with the School district to build a sports complex that meets the needs for our community and will attract people to be here.
Lack of childcare
Electricity
Everyone community wants to grow their population...but if the people moving here for work don't have an affordable place to live, then they won't stay long. Tomah should focus on making housing more affordable and more accessible.
More activities to bring to public together.
Building new schools as a cooperative venture between city/school district. Set a new precedent for others to follow.
Affordable single family homes of decent size.

Question 20 Responses (121 Total)
Leaders and city employees should be required to live in community they serve.
Protecting the community
Making downtown Tomah more appealing and inviting to entice people to come downtown support the small business. Make sure there are good paying jobs for people in the trades such as welding, carpentry, etc. But also bringing in more high-tech companies to grow the tax base and diversify the population. This will ensure that new and different businesses can thrive in Tomah so all residents' needs and interests are served. I also believe that the Tomah area needs to focus on elderly services. More businesses that can have home visits would be a great way to keep costs down as elderly housing and service can be very expensive. Many facilities do not provide for a high quality of life which is quite sad .
Community center for kids as well as more retail and shopping businesses since there is a lack of them.
Status quo for the most part is good. The need and ability to navigate the national issues will always play a part. Which is why "it depends" is my answer for incentive based questions.
Indoor pool, indoor recreation area, activity center for the community
Growth of the community/retail/housing
Growth overall
To keep and entice businesses to our town
Adding indoor kid friendly facilities (movie theater, children's museum, indoor pool, arcade, trampoline park, ...etc.)
City administrator
Bringing in something like a Y for all in Monroe County to use.
maintain and expand
Improve quality of life
Keep Taxes affordable for retirees, actually everyone.
More homes for Veterans.
Increased money for schools
continue to grow and expand with having good quality within the community as a whole.
Progress. Model after Sparta, Viroqua, other small communities that grow small business, family friendly events/activities, nature
Develop the downtown so people would want to get off the interstate to see it.
Economic development in downtown and the southside/I-90 interstate area
Improve the cost of living for the people who are alone who cannot make it on their own. More activity facilities in the area that would generate growth for the city as well as keeping people busy from doing wrong activities. Utilize the space that we have instead of leaving it to waste and rot. Cheaper Apartments like I said Apartments here are almost the same cost as a house payment. Bringing other retail stores.
Continue to grow this community and provide ample opportunities for families to have activities/events that are cost effective. A Wellness Center/YMCA could be the perfect 10 year goal to incorporate and would be highly used.
Clean up neighborhoods: ordinances for cleaned up property enforced. Garbage & Recycling Bins not put out until time for pickup AND put away timely. Our visitors have commented on how "crappy" this makes the town look.
Fixing the roads!
Mixed income housing for an adequate workforce
More areas for our children to be able to safely play and grow with out fear of bullies, drugs, or alcohol.
Develop a progressive agenda for all aspects-more than Downtown Thursdays! Elect city officials who do not present a conflict of interest.

Question 20 Responses (121 Total)
Providing reasonably priced housing and promoting housing upkeep.
Make it more affordable to all income levels
Public Safety, seems fire department is getting busier as the community grows
There are hardly any places to shop. It would be nice to not have to drive to Onalaska to get clothes for my children, without going to Walmart here.
Bring in a convention center so we can accommodate the motels and food establishments
Efficiency
bring in a store to compete with Wal-Mart. Put a restaurant by the hospital
Public Safety, Fire/EMS
Make Tomah better to be apart of. Favoring a few business plans and seeing success coming from only a few major people in town is not what it should look like. when one struggles we pick them up. Plan to have more traffic coming through if those high speed rails are ever put in. getting them to stop and spend money is a must. Filling the hotels rooms as much as possible to raise money and awareness of our area. I think sports are great but they stress people out. this world needs less stress and our goal should be to focus on relaxing and wellness. our younger ones will thank us i think.
Clean up downtown
Continue to think about building a vibrant community of non-chain restaurants and shops.
Affordable housing
Build a recreation center with a pool for community use.
Growth
Updating Schools
Overall citizen success, safety, and enrichment.
Annexing nearby land for future development.
Fix the road and streets Asap
Freshening up Tomah. Looks old and somewhat rundown in many areas. Pride in our community and neighborhoods of all kinds.
Diversify retail and restaurant opportunities ~ bring in brand names like Buffalo Wild Wings or Chipotle. Request established restaurants to revamp menus so it's not the same food years at a time.
Revitalize downtown ("Gentrify it") Attract tourism dollars. More High-Vis Concerts.
Growth and sustainability of businesses (restaurants, shopping, etc.) and growth of the housing market
Becoming the type of city that people want to live in because the quality of life is so great
Maintenance/repair of infrastructure
The voting of officials and tasks should be open to business owners too. A lot of the "higher ups" are not qualified and are only buttering their own pockets with their ideas and goals.
Reduce property taxes by reducing wasteful spending.
Build a convention center that would bring in money and jobs in throughout the year.
Have more things for families to do indoors in the cold months.
Provide beautiful, friendly small town, family-oriented atmosphere with big city amenities for an inviting, comfortable atmosphere with a top quality education system, as well as opportunities of interest for seniors, and economical growth for jobs and leisure time pursuits that not only attract people to visit, but also to live and stay here.
Bring back downtown and make it somewhere people want to linger and the rest will grow

Question 20 Responses (121 Total)
Taking care of people of all ages!
Public transportation and affordable housing
Getting in more commercial businesses on the south end of town. Getting more than fast food and dollar store on the North side of town
Equality
Growth in bringing people to Tomah. Hockey is not the answer and spending room tax money needs to be for the good of the whole area not a single entity.
Road infrastructure and quality of water.

Q21. Please share any additional comments you have that could assist the City of Tomah in planning for the future of the community.

Question 21 Responses (61 Total)
Get City to fix County ET NOW. That project was supposed to be done 2 years ago! Where did the funding go? Voters approved a City Administrator. Current system may be fox guarding the hen house. Where is their oversight? I gave nothing against current people running the city. But that is not what voters mandated. Chick fil La
Do not rely on Bases, Va hosp. For now, this is your bread and butter employment. Could include Walmart also. To even have anyone living here
NO CASINOS THERE ARE ENOUGH OF THEM WHY CATER TO THE OWNERS
Protected Pollinator habitat on the walking trails
Rules about property upkeep that already exist need to be informed, especially neighboring/overflowing to public property/green space.
The city should financially support Americana Music in the Park. Its Tomah's oldest music fest, its not focused on alcohol and family centered.
Keep sprawl under control for less driving required for daily living, take care of the downtown area.
Need new ideas from a younger generation. Out with the old in with the new
Number 18 should have an option without increasing land use.
This is a hub for many small communities. A lot of new families and young adults want to end up here but there needs to be a better housing market. Investors are snapping up homes and making duplexes taking away all the good first homes. The single family homes are disappearing leaving high end homes, or rentals and rental prices right now are outrageous. Actual homes are being snapped up instantly. There is a demand and a need for small homes.
Overpass at railroad crossing on Superior Ave
Re-opening of movie theater or turn it into recreation facility - indoor mini golf, trampoline, rope course, Lazer tag
Need to improve communications with residents in light of poor media resources/reporting
Encourage sober activities to help lessen the problems with drug and alcohol abuse and to increase our overall mental health.
A better Tomah sign coming into the city with electronic sign board which would spread news and possibly get people more involved with things and make a good first impression for the City. Possibly 2 or 3 signs for different ends of town but for sure on the south end by Kwik Trip
Incentive to start a taxi or uber population
Growth means progress. Give current and potential residents a reason to remain in or relocate to Tomah and immediate area.
None
Hire a person that will plan events to bring people to Tomah for a weekend /a week/ and want to come back again.
Going along with my answer for #20, if you can bring in jobs for those with college degrees it will help the people that grew up in Tomah actually stay in Tomah. When I originally moved away it was because Tomah had no, to very little, jobs outside manufacturing, food service, or trucking. Nothing appeared to be available for someone who wanted to use any kind of degree they just spend 4 years paying for and working towards.

Question 21 Responses (61 Total)
Implement year round activities that youth are interested in that would give them incentive to occupy their time instead of falling back on drugs and poor self care.
I think the Tomah Ambulance needs to have some contracts with local businesses that provide insurance. I work for Tomah Health and would use the TAA but it is not within network of my insurance which I think is absurd since it is the local ambulance service. When I check with my insurance, Gundersen Tri-state is within network but not Tomah ambulance. PLEASE change this and work together with Tomah Health.
Activities for families
I wish the parks and recreation department were more responsive and timely. Most of the time programs are announced last minute, or the need for program facilitators are announced last minute
Build a hotel/bar/restaurant/banquet room downtown.
Building apartments and low end housing attracts people who don't want to invest in the community. Building stater homes, single family homes and high end homes will improve the community and the economy.
Minimize subsidies that drive up taxes.
Having real estate taxes fair from one person/business to another. Have people in the City Hall that is held accountable for "doing" their jobs. MOVE the Thursday night (drunk fest) to the Recreation Park instead of always having Murray's on Main the "main attraction". The rest of the town suffers by closing the main street down at 2-11 pm (the businesses that need this income), paying 4-6 city workers 6 hours of OT for less than 2 hours of work, interferes with the Police station and emergencies, with the Fire station moving-that helps that issue a little. The mess that is left behind that us tax payers have to pay for. Out at the Rec center, businesses that had to buy food trucks, tents, coolers and everything else-would have a better and safer location. Bathrooms and level parking is also there! Chamber doesn't want to listen--because they are all for "Ed Thompson and Mike Murray". Why does the city plow MOM's out and not the other businesses in Tomah? Mike has his personal, business vans and Gen3's business and apartment renters park there. Seems unfair again....if anything is mentioned, retaliation happens, just like most jobs ;-(Maybe this group will help us other hard working business owners to survive. thank you
Overall a good job. Just keep watch as dynamics are changing. Stick to our core values
Homelessness is starting to become more prevalent in the Tomah area. Anticipate this is something that will need to be looked at at some point.
How the city allowed the apt buildings to be placed on the south-west side of West Veterans St. and Berry Ave. is beyond comprehension. Too many people, packed in too dense of an area. Not enough green space for people with kids! Very poor planning!!! Shane, what were you thinking???
The MAJOR, and immediate, underlying impediment to efficient growth with a City the size of Tomah, is not having a single person steering the ship. The City of Tomah currently has a group of people that are apparently designated to review issues and provide counsel and advice to the common council. City's the size of Tomah have a city administrator to manage City matters and oversee most departments. A single person. We will NOT become a progressive City with a management model that isn't used anywhere else. Hire an administrator to manage City matters and let us move forward together. An administrator would also provide effective oversight to department heads. Currently, there is no oversight, no boss, no manager, no supervisor...this model cannot work for City government. Get rid of the "SET", hire an administrator, and let's begin rapidly improving our City.
Please work with organizations within the community (Tomah Health, Gundersen Health, Mayo Clinic, Wal-Mart, Toro, etc.) to create more options for better childcare.
Don't have standard leadership in the initial planning for the future. Ask the following types or groups so you get a much larger bandwidth of ideas. Employees from different employers, small business owners, doctors, tribal and people from all types of ethnic groups. Lastly, create a survey that you can get input from kids. Ask kids from 6th grade up on what they would like to see. Those ideas may be different from adults. You may find some things we need to better support them. Lastly, how will all people have access to this survey? Will be truly obtain the elderly's input on this if they don't have access to a computer or internet.
Tomah sometimes feels like a bunch of small neighborhoods, rather than one cohesive city. If you look at Sparta, every corner of that city is accessible by trail or sidewalk. But there are entire neighborhoods in Tomah that can only be reached by vehicle--you can't walk or bike to them, because there are no sidewalks
Move the Thursday night summer concert throughout the downtown area. It should benefit the entire downtown, not just the mayor's restaurant.
I think it's totally unfair that property owners are charged interest when curb/gutter and sidewalks are installed. Instead of being the heavy-handed bully, the city could give homeowners up to 10 years to pay with no interest.

Question 21 Responses (61 Total)

Lower taxes
Tomah has some nice things going but seems to drive people away from downtown instead of bring them in by not having some basic services. No hotel so people have to stay by the interstate. Also, this would allow people to have a good time without worrying about driving as there is no Uber or similar service for safe rides. Winnebago Park is a focus instead of Gillette Park. I believe Gillette could hold an excellent Christmas craft village like they do in Sparta. Downtown Thursdays could be expanded and incentives given to have businesses stay open longer. Many storefronts need to be updated. Are there grants for this? Urban blight such as empty stores need to be dealt with. The tractor pull used to bring people downtown. Now they all sit out at the campsite. How can you bring people back downtown? City staff also need to understand how expensive it is to run a small business and do whatever they can to help. If you do not have a vibrant downtown business community, you will not have a downtown. I believe Tomah can be a top-notch destination but there are things that must be done in order for that to happen. Thank you for caring enough to create this survey. Perhaps make a survey that focuses on downtown and what people like, don't like currently and ideas to bring people back downtown. A great first step toward growth and excellence for Tomah's future!
Indoor pool, more city wide events-wine walks, murder mysteries, activities for teens
I do feel that race plays a big factor in a town like this speaking for Hispanic/African American/etc. this town is not used to interacting to with different kinds. So having bilingual people to help get people situated in new town for them as well as not discriminating and being more welcoming. Maybe even having more bully seminars for schools just to learn how to adapt in big city difference.
Affordable and sufficient available housing is a must. We need something for teens to do like a movie theater/ mini golf etc. space
Less Bars
Public art, sculpture and murals would increase the interest in downtown. Move the parking to the rear of Main Street business. Increase walk through foot traffic. More green space on Main Street. Slow Main Street traffic down. Move truck traffic around downtown. More green space on main.
Take this survey seriously along with others don't just brush it aside.
Incorporate a wellness center/YMCA as the community and families truly needs this. The Lunda Center in Black River Falls is a prime example of what Tomah could and should have. Would also be nice to have a Target as Walmart really takes the lead in Tomah. A Target could provide a nice option for shoppers who don't want to always go to Walmart for the everyday essentials.
The music festival stage should be located down by Gillette Park near the washrooms.
Encourage citizen involvement in the entire process
Take a look at Sparta aquatic center and design something for Tomah like Sparta. Fun, safe, and can be proud to say come to our town and enjoy our beautiful aquatic center.
Promote events other than hockey and DTE. Recruit new businesses for downtown areas. Help Tomah become less dull and more vibrant. Hire a city administrator from outside the current good ol' boys network and encourage growth . We have a wealth of resources in this city and many are untapped. Support Americana in the Park-it's every bit as important to the residents and visitors as Downtown Thursdays. Everyone needs to work together and support each other. This area has supported Hockey for years...let's branch out and try new things...the arts, horticulture—whatever. We need to make this a destination versus someplace to escape.
I've put my best foot forward for the City of Tomah for many years. When I sat on a board used to help tourism, our leaders had meetings and discussions about the tax money we raise without even saying anything to me. When I said there was a issue since the new hotel opened, I was asked to join meetings that were never going to go anywhere. I never thought the people that seen me change and become a community leader would turn its back on me when I said something was wrong from a professional standpoint. I took that personally.
We could use a Lunda Center
We have a great community, but we can't stand still. We need to be aggressive in incentivizing future housing development. We are also blessed to be on the corridor between the Twin Cities and Chicago. Consider other types of development west and southwest of Walmart.
Please fix the roads, they are no longer just potholes, they are dangerous to personnel and vehicles
Move Thursday night drunk fest to the Recreation park, Community center for all-pool, basketball & other courts, places to rent for parties & small gatherings (all spaces here you can't bring in food-which theirs is all expensive), have snow plowing/removable fair for all. Murray's doesn't have to pay anything, but his

Question 21 Responses (61 Total)

employees, customers, residents, party bus and everything else parks there. The people that pay to live or eat there. Most businesses can put snow in the street to have removed-others have to use their parking lots which eliminates parking spots and wrecks the lot.

I think that there is not enough of a need for any sporting events as we just do not have the business coming in versus the need/want for more events such as concerts and conventions. As someone who works at a hotel in town, we have more problems with the sports groups, mainly hockey and soccer, then we do with any other events. We have never had problems with our military, construction, contractors, business groups. They should be the main groups of people you should be trying to bring into town as they are the ones who spend the most time here.

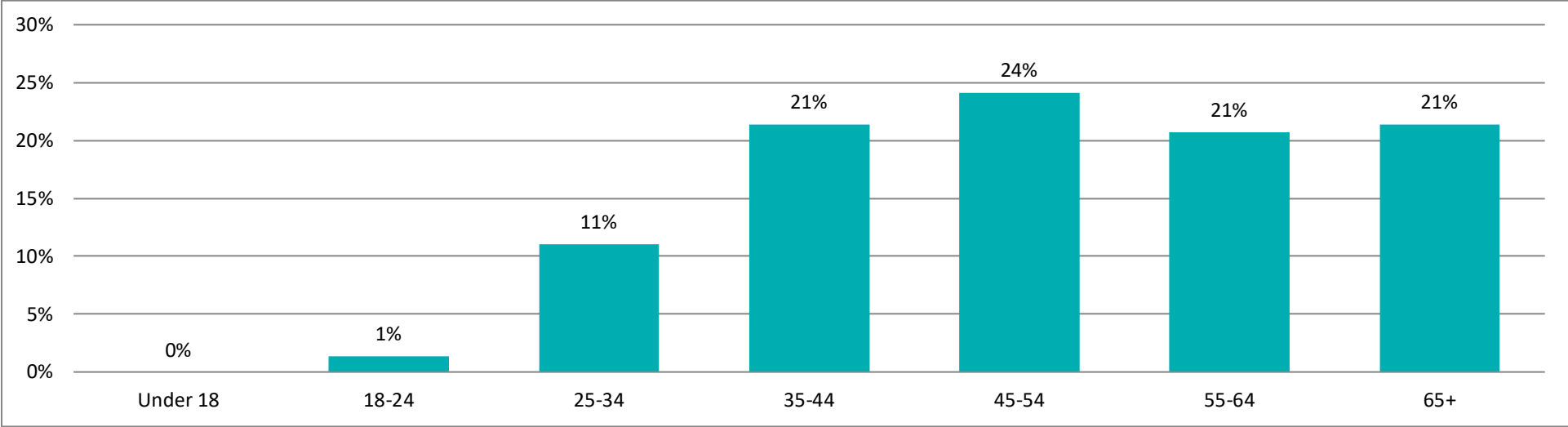
We need a place for children to grow outside of the school like the YMCA. And we need a bigger place for the senior center so it can help all of them with many hardships, and disability.

Do not be afraid of competition with local people - make sure that we treat any prospective business fairly and not take a local person just because they are old time Tomah names

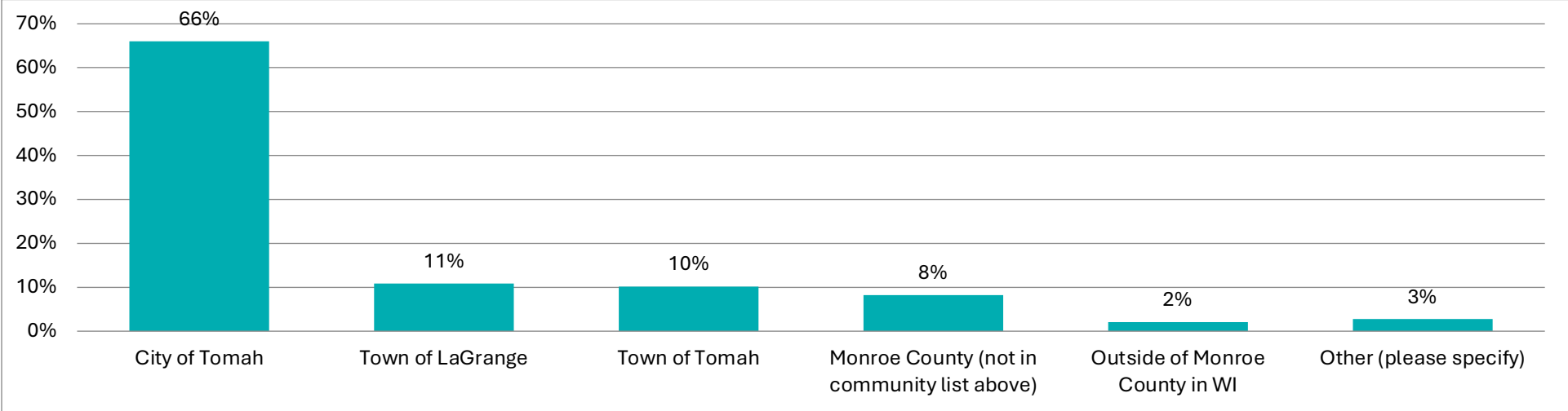
Get a qualified city administrator

We should be the one of largest convention destinations in the state. Our location lends itself to this type of business. This would also bring jobs and additional revenues in the form of taxes and out of the area spending. We need to be looking for additional types of businesses to relocate to Tomah other than fast food, pizza. We need to bring more technology type businesses that would attract more new employees to the area. Make Tomah attractive to people looking to relocate both businesses and families.

Q22. What is your age?



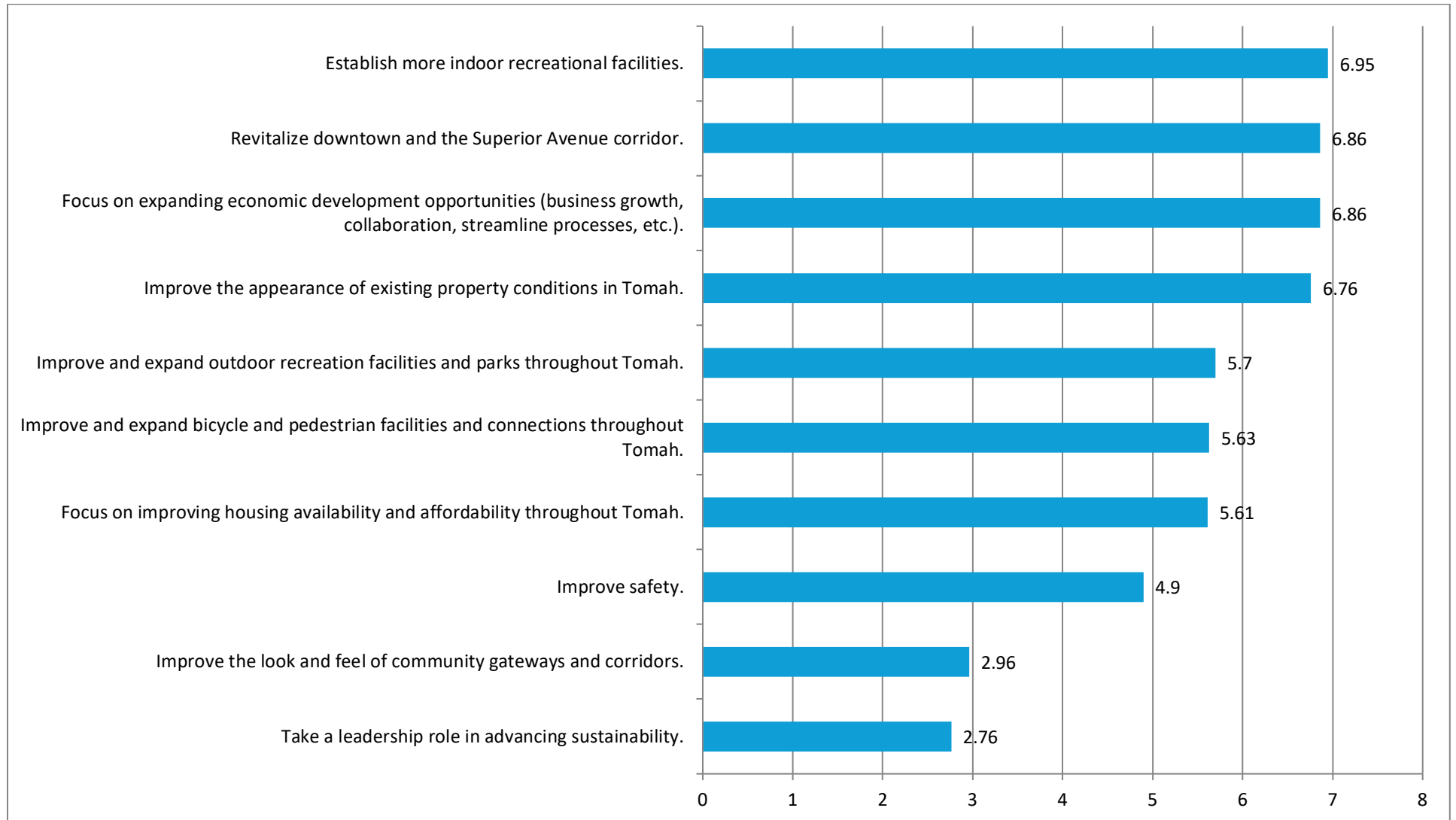
Q23. In what community do you currently live?



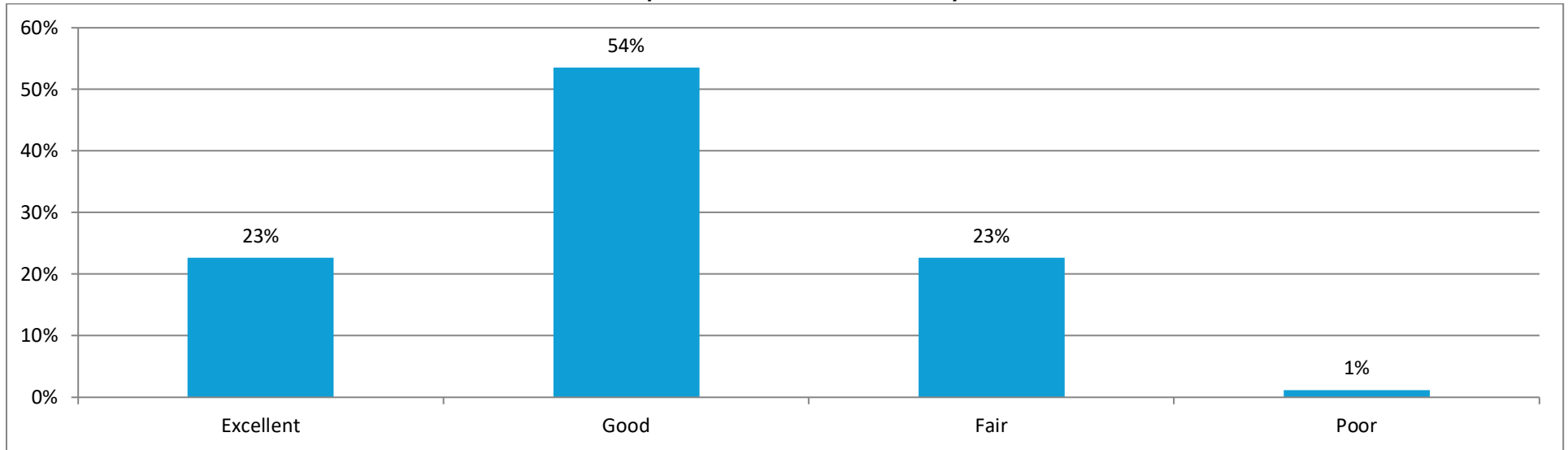
SUMMARY OF PUBLIC REVIEW SURVEY RESULTS

The Draft Plan was posted to the City’s website along with a video summary presentation and online survey opportunity. During the public review period, (May 23rd to June 24th) the City collected 84 total responses on the Draft Plan, and the video was viewed over 160 times. Below is a summary of the feedback received:

Q1. The Draft Plan includes several action items that Tomah will pursue over the next decade. Please help the community prioritize these action items below. (Please rank the options from the list below)



Q2: Overall, how well does the list of action items above encompass the areas in which the City should be focused on over the next decade?



Question 3: In your opinion, is there anything missing in the list of action items above that should be a priority for the City to address over the next decade?

Question 3 Responses (44 total)
Daycare accessibility
Improving our schools
Tomah has many great things happening by so many good people. Work harder at getting the word out on what our good people are accomplishing.
Do more to save trees existing trees. Other communities will have sidewalks go around big trees. Here the tree is cut down. Work on deteriorating streets. Add more flashing light pedestrian crossings.
Fire station on the south side of the railroad tracks. I was alive and remember why there was a north side station added. This would be a safety issue.
Improving conditions of city streets. Offering city grants for building improvements to local businesses in buildings over a certain age. This could help those suffering from finding funds to help improve the downtown and uptown and help bring in new businesses to the older buildings that remain empty because of the age.
Real Estate Taxes are ridiculous
Affordable childcare and healthcare
Costs nothing, but a reminder to residents regarding leash law for dogs.
Many times restrooms in our parks have not been clean or maintained. Would like to see hand dryers and soap dispensers.
having someone be accountable for city hall. we have to much over head at city hall. shouldn't have to hire someone to do someone else job. if you cant do your job then should get fired
Sidewalks near the hotels; impossible walk to restaurants or stores
Yes, finding grants to help businesses and downtown property owners upgrade their storefronts. Also, reducing regulatory burdens and unnecessary licensing
Access to wellness and services that are affordable and comprehensive.
See about working with veterans organizations to help establish a Transitional Residence for veterans.
We need a place for teens/kids to hang out

Question 3 Responses (44 total)

No, we need indoor recreation including a pool
Public Safety: Fire and EMS services need to continue to grow, a city with a population of nearly 10,000 and a daytime population of over 17,000 needs more full-time fire and EMS staff.
What about items for the seniors?
Clarity in government
Sidewalks needed in town. We have streets with no sidewalks in residential areas. Kids get off busses and walk down the street.
SAFETY, how about enforcing the speeding through school zones, HWY 16 by the church school is horrible
Not sure what the City's role would be, but the Chamber and Tomah Health and others are working on child care availability and cost within the City as one of our more pressing needs and a precursor for Econ Dev.
Climate change.
The appearance of the downtown store fronts is really bad. I move this to what I believe should be the first step to helping growth. Some stores don't even look open. Missing letters on the Cafe (Greenwoods Cafe) or awnings that are horrible.
They covered pretty much everything
There is more to Tomah than the downtown area include the perimeters especially north Tomah and the Hwy 21 area!
its ok
What exactly is the plan for the former RR yard areas. Especially near Bud's ballpark area. Centrally located - possible replacement site for city pool/park. Or add to industrial area.
Lake recreational opportunities. We have such a beautiful lake that people love to be around, but no beach. If we had a cafe or restaurant near the lake or small convenience store with fishing bait, kayak rentals , Tomah gear, etc., we could build upon a beautiful natural feature that already exists and draw in visitors and tourism.
Mediums on superior, traffic is too busy during certain times. If more businesses start popping up you won't be able to pull out without a stoplight.
Pollinator habitats along the walking trails, let's get something other than grass to look at while supporting local ecosystems
Financial stability of City and where money is directed.
Tomah Ice rink needs further expansion/open year round. It brings great economic opportunities to the city and great opportunities for kids. Recreation station was a great idea, more things like this! Pool could use some improvement/updates. A public access splash pad would be great versus one closed at the pool. Fireman's Park and Gillet Park desperately need updating. More community events at Recreation park should be advertised, like pickleball and walking. Food truck Friday at the hospital is a great idea! More stuff like that!
Ice rink needs a renovation and expansion.
No
The city of Tomah should grandfather in any chains, and exclude anymore chains entering the city. This would help boost local business and keep a small town feel.
No
A space for Music and the Arts. Many studies show that increasing the Music and Arts offerings in a community directly impacts the growth of the community
No
N/A
Need to revamp the buildings down town. They are Fire hazards. Need to be torn down.
Childcare and youth opportunities.
Food and mental health sources

Q4: Based on your review of the Draft Plan, what do you like most about it?

Question 4 Responses (33 Total)
Increase recreational facilities
The list encompasses numerous areas in need of improvement for the financial, health and welfare of our citizens.
Affordable housing. Housing that young people and families starting out means young people stay in or move to Tomah. If you are not growing that segment, you are dying.
We have never had an indoor recreational center in Tomah. This is something that the community would benefit from greatly.
I think focusing on bringing in more businesses with economic growth is what I like most about it. Increasing our economic growth will help spread out the funds but to do that we need to make ourselves more desirable for new businesses to move in.
It wouldn't play
Variety of options
Appearance. Burned buildings on Superior are an eyesore
It seems to hit the high points of needs
Like the ideas of improving the downtown area and recreational activities.
The recognition of move and improved housing needs.
I like the idea of things being 'neat'. The town needs to do some residential clean up.
Bike and walking trails
Focus on making Tomah appealing to existing and perspective citizens, overall quality of life, green space, activities (events, attractions)
I like that it includes affordable housing.
Improving the appearance of the downtown to increase growth and make it more welcoming to people passing through.
That they included all of the important things to do.
It is a start but needs more action!
revitalizing Tomah
It's a starting point.
Inclusion of Indoor recreation facility and bike/pedestrian paths.
Wanting to grow and expand with more business/ opportunities.
Cleaning up existing properties and I'm hoping this includes enforcing current ordinances
Revitalization
Things that support kids in the community.
Rec facility is needed for families
Expanding pedestrian and bicycling pathways, especially around bow street and Stoneridge.
Sustainability! Many people aren't educated in the value of recycling
Options
Economic development to increase tax base. Better tax base more funds to do other enhancements.
Safety of school kids and getting better recreational indoor options like a YMCA or Lunda center.
The top is focused on adding more potential and appeal to our area.
We need more housing options in Tomah that doesn't cost an arm and leg

Q5: Based on your review of the Draft Plan, what do you think is missing or could be further expanded upon within it?

Question 5 Responses (30 Total)
See #3
Improving schools
Under economic development - we need more opportunities for our Intellectual and Developmentally Disabled citizens. While Handi-shop provides services to a select group of IDD citizens, there are many others whose needs are not met. Monroe County just lost a VARC site in Sparta, which means many IDD citizens now have to travel outside of the county in order to receive those services which are not offered by Handi-Shop.
Many military retirees select Tomah as their final destination. We need to keep our brave men and women in mind for the recognition they deserve. Proud of our military residents. People in the military can "taste" what Tomah is like prior to selecting a place to live upon retirement. We need to actively pursue them.
Some how you need to revitalize the downtown business district. It's starting to look pretty empty except for bars.
I think fixing our streets and taking care of our buildings and businesses needs to be a priority. Taking care of our buildings and offering grants to those moving into the older buildings for reconstruction or economical improvements, giving advice on state improvement options would help our community look more desirable. More diversity in businesses will help grow our community, growing our community which will increase our funds for other improvements like fixing items like the library steps that should have been done years ago.
It wouldn't play
Affordable childcare and healthcare
More focus on bringing in business to Tomah
There are too many action items which dilutes the ability to get something done. The action items for downtown revitalization are sparse and vague. This should be your number one priority because a vibrant downtown business lifts all other issues such as safety, stewardship, tax base , etc. Also need to address the growing drug and vagrant issues.
Definitely need more affordable housing.
Appendix A, give me the top 10 for each question. Too much info is overwhelming. Appendix B is really graph and map heavy making the information hard to decipher for the general public. Would like to see more focus on sustainability by the City. Sustainability is becoming a major focus around the World. Would like to see the City do more in this area. Community garden (green spaces), pollinator gardens, composting, recycling, renewable energy, etc. What are some creative activities other cities are doing?
Again, housing and Public Safety.
See #3.
Public and government cooperation. Department heads need to have background in positions and accountability.
Safety
What is being done to combat climate change?
I don't have anything
N/A
As I said before there is more to Tomah than the downtown area!
More things for families to do together.
Railyard potential. Protection of wetlands.
Accentuate the lake!! A feature that already exists could be utilized in such a better fashion by building more bridges , nature areas, hiking, kayak, walking paths, etc. I wish we could walk all the way around the lake.
Ice rink expansion. Pool, Tomah needs an indoor pool option. Park improvement.
I like the indoor recreational facilities and hope it would include an indoor pool that would be available for all ages.

Question 5 Responses (30 Total)

Help for local, small businesses. Help them improve the safety and stability of their business.
Re-evaluate current ordinances that restrict growth and eliminate them.
The buildings downtown that continue to burn down year after year
Business connections or bringing (keeping) businesses here. Without them (job) we don't have people to live here.
Mental health options

Q6: Please share any additional comments you have that could assist the City of Tomah in planning for the future of the community.

Question 6 Responses (30 Total)

Encourage public school system to coordinate/collaborate with experts in the private schools for budgeting and expansion. Private schools are providing much more value per dollar spent and the T ASD would benefit significantly from those best practices and expertise.
We need to improve our schools!
Public input like this is key. Ownership, and received feedback from residents of your hometown creates buy-in from residents.
I would really love to see the downtown area get revitalized. It really does look terrible. Many of the store fronts look awful and I don't hear people wanting to come to Tomah to shop or visit our downtown area. Would also love to see an expansion to the farmers market. He went to the Camp Douglas one and they had many more vendors than we have in Tomah. We have some very nice parks and it would be nice to have more events at them. We do love downtown Thursday nights. It's a great event for our city.
I would love to see us hold an event for the community that included all the businesses. Something that people had to go into each shop to collect a token or ticket and turn in at the end of the "walk." Similar to the wine walks or cheese curd walks other communities have done. I think that, not only does this bring in good revenue, it also gives each business the opportunity to showcase their merchandise because people go into their stores. It's something to consider and with as large as our downtown town is, we could easily do this. Though it's unfortunate that our uptown businesses don't get to be involved in a lot of these events. I would love to see more events include our uptown businesses as well.
Make the employees work 5 days a week-we need them not just on Monday-Thursday. If the city can just do everything M-T they eliminate some employees to save more money. Not pay the employees for 6 hours EACH of over time for the Thursday night music. Especially when they don't work 6 hours. This event has HURT our down town businesses and current/future customers by shutting down Superior from 2-11 pm. Totally unfair to us!! Have this event at the Recreation Park as everything is already set up there for MUSIC. Always have to support the old Tee Pee and Murray's on Main and hurt the other businesses!!
Incentives to update store fronts. This is the first impression when arriving or driving in a town.
Yes, the downtown is very sad. From outdated filthy awnings to restaurants missing letters to burnout buildings that never get cleaned up. Who would want to stop in Tomah as they drive through? Take a look at downtown Baraboo. That is a nice, cozy downtown to model after. How did they do it? Storefronts are expensive so the city needs to find grants for downtown owners to help them revitalize.
It would be nice if there were places that catered to veterans and more activities for them.
Develop the lake area to be more recreational in nature; Rentals for watersports, community garden, park concessions, dog park, etc. Give the walking trail a "Wow" factor. The trail seems to be well received by the community. Build on it as an attraction and make it even more athlete and family friendly. Add lighting for nighttime use, landscaping and more resting areas.
The Safety of the people who live and work in our community, We have a large industrial park for the size of our city, also a large school district, two hospital systems, a large amount of hotels and a interstate system that brings a people into the city, we rely on a small EMS staff and a volunteer fire department to take care of the needs, volunteerism is getting rough and the city needs to make a plan going forward with more help in these areas in the near future.
Personally, I'd like to see the movie theater reopen and a hot yoga studio open.
Industrial property is non existent. We need a direction to go. Sparta has a beautiful new business park. We need to give businesses a reason to move here.
Keep moving forward

Question 6 Responses (30 Total)

Please be cautious of increasing taxes, the total population of Tomah (meaning property owners and tax payers) has not grown much and likely will not grow significantly over the next decade, which puts any increasing tax burden on the current population.

page 9. Surprised Sparta not included in table.

page 19. Need more city buy-in regarding preserving urban forests. I see minimal willingness to do simple variances to sidewalk installations, etc. to preserve large trees and willingness to replace legacy oaks and larger long-term stock.

Page 24-25. Current condition of Library speaks to lack of diligence in protecting/preserving that asset.

I would suggest building solar roofs on Government buildings and public parks buildings to offset the city's power grid use.

The stores downtown have recently not been allowed to have A framed signs to advertise their specials or that they are open. This needs to change. They need to show they are open or have something to tell potential customers that they have deals or are open. This rule needs to be updated.

N/A

We need more things for the kids to do or family things to do all year round.

How are the wetlands area exactly being delt with. High water table also presents challenges to construction and expansion. Some of the rural areas - Has anyone even been in contact with landowners or is this all pipe dreams. Or will you use eminent domain?

Thank you for developing this service and allowing citizens to get involved.

We do not need more parks. The ones we have can barely be maintained as is.

Encouraging the City to utilize businesses within the City for their needs.

Library needs improvement. Building is beautiful but people working there don't seem community minded. Sparta library does so much more for kids and community. Farmers market is great, support stuff like that with food trucks and maybe music. The playground there is embarrassing to the city, at least power wash once a year. Downtown Thursday is fun, but it's seems like it's become a venue to drink. Fix broken items at Winnebago playground, upkeep what we have.

Pursue a YMCA. Take better care of the things we have (parks, facilities, etc.).

See #3

A indoor playground are/ gym / open pool to the public something like a ymca.

Many seem to think that doing something is better than do nothing. I would argue doing something half way doesn't provide the intended outcome/service and in the long run cost more than doing it right the first time. Example the Airport improvements that were done a few years ago. The City opted to save money but now those improvements would cost us more than the original project.

Fix the lights by McDonalds

REVIEW AND ADOPTION MEETINGS

March 2024	LRPC and Plan Commission	Both groups were introduced to the Draft Plan, the proposed changes, and a summary of the feedback collected through the survey.
April 2024	LRPC and Plan Commission	Both groups reviewed the updates made to the Draft Plan based on the previous meeting feedback. Additionally, all maps were provided for review and comment by both groups.
May-June 2024	Public Review Period	The Draft Plan was posted to the City's website along with a video summary presentation and online survey opportunity. During the public review period, the City collected 84 total responses on the Draft Plan and over 160 views of the summary presentation. Above is a summary of the feedback received.
July 2024	LRPC and Plan Commission City Council	Both groups met on July 10, 2024 to review the public comments gathered and recommend the Draft Plan for adoption by the City Council. On July 16, 2024, the Tomah City Council held a public hearing to gather input on the Draft Plan, considered all the feedback gathered and comments made, and adopted the 2024 City of Tomah Comprehensive Plan.



TOMAH COMPREHENSIVE PLAN 2045



APPENDIX B: Community Indicators

Final Draft:
July 2024

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ABOUT THE DATA

The Community Indicators Report is a summary of current conditions and recent trends in Tomah, based on the best available data. The purpose of these indicators is to enable informed choices about the future of the City. This report is included as an appendix to the comprehensive plan so that it may be easily updated from time to time as new data becomes available.

These indicators utilize a mixture of local, county, state, and federal data sources. The U.S. Census has historically been a key source of data for many community indicators. Much of the information previously collected by the decennial U.S. Census is now collected only by the American Community Survey (ACS). The ACS is an ongoing survey that collects sample data every year and reports estimates of population and housing characteristics. For communities smaller than 20,000 people, the best available estimates are reported as rolling averages over 5-year periods – they indicate average conditions over the reporting period rather than a snapshot of a single point of time. Because the ACS estimates are based on a sample of the population, they include some error. As a general rule, the ACS data is quite reliable at the State level, generally reliable at the County level, and less reliable at the municipal level. The margin of error means caution should be used when interpreting the data. The second important note when using ACS estimates is that they cannot be compared to decennial census data because they are measured in different ways. While some of the tables in this report show both decennial census data and ACS data, caution should be used when trying to draw conclusions about trends by comparing the two sets of numbers. At the time of writing this report, the most recent ACS data was from 2022.

SECTION 1: POPULATION & AGE TRENDS

Population trends for the City of Tomah show a 5% increase in population between 2010 and 2020, compared to 4% for Monroe County and 4% for the State. During that same period the adjoining towns of La Grange and Tomah grew by -3% and 6% respectively. Over the past 20 years (2000-2020) the population in the City of Tomah grew by 17%, in Monroe County by 18%, and in the State by 14%.

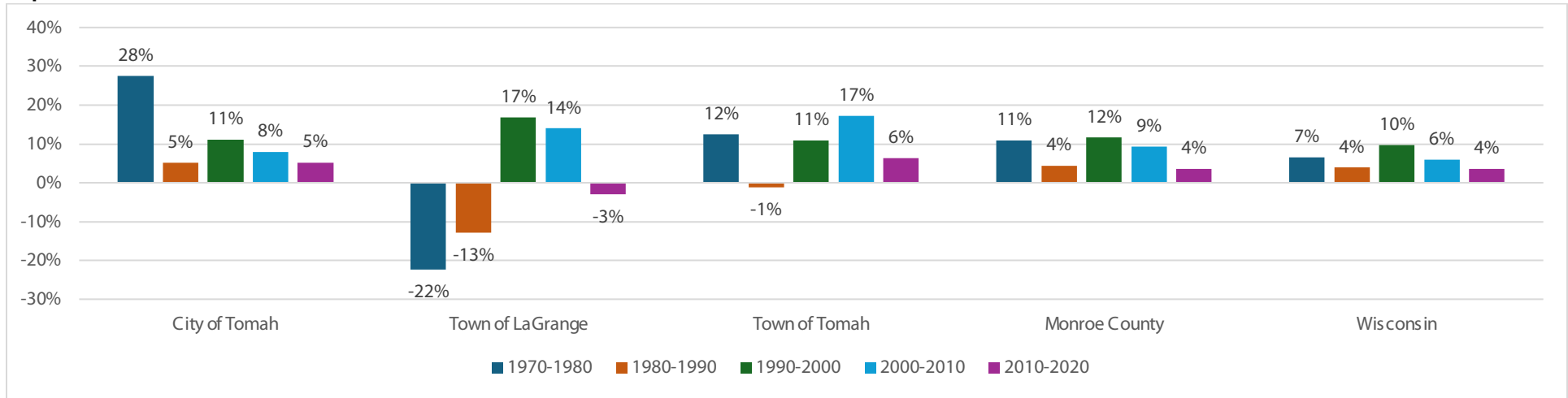
Population Trends

Year	City of Tomah	Town of LaGrange	Town of Tomah	Monroe County	Wisconsin
1930	3,354	n/a	n/a	28,739	2,939,006
1940	3,817	n/a	n/a	30,080	3,137,587
1950	4,760	n/a	n/a	31,378	3,434,375
1960	5,321	n/a	n/a	31,241	3,951,777
1970	5,647	2,224	969	31,610	4,417,933
1980	7,204	1,728	1,089	35,074	4,705,642
1990	7,572	1,507	1,076	36,633	4,891,769
2000	8,419	1,761	1,194	40,899	5,363,675
2010	9,093	2,007	1,400	44,684	5,686,986
2020	9,570	1,948	1,488	46,274	5,893,718
2023*	9,592	2,494	1,474	46,399	5,951,400

Source: U.S. Census Bureau, 1930-2020 Census.

*Source: WisDOA 2023 Population Estimates by Municipality

Population Growth Rates



Source: U.S. Census Bureau, 1970-2020 Census.

Projections are important components of the planning process and provide a guide for decision makers. Since the market has fluctuated over the past 30 years, it is important to factor in multiple projection scenarios to account for the various outcomes that could occur in the future. Seven different population projection scenarios for the City through the year 2045 were calculated and compared.

These projections were derived using a variety of methodologies:

- **Linear Growth Rate 1990-2023, 2000-2023, 2010-2023.** This set of projections were calculated using the average annual population change over the time period and projecting that rate forward to 2045.
- **Compounded Percentage Rate 1990-2023, 2000-2023, and 2010-2023.** These estimations are determined utilizing the annual average percentage change over the time period and extrapolating that rate forward to 2045.
- **Department of Administration (WisDOA) Projection.** In 2013, the State Department of Administration forecasted population change for all communities in Wisconsin based on 2010 U.S. Census data. This data is outdated and should not be utilized to draw future conclusions on population growth over the next two decades.

Based upon these scenarios, the City’s population is projected to be between 10,436 and 11,451 in the year 2045. While it is certainly possible that the City will not grow to this population or may grow beyond this projection by 2045, a careful approach to land use planning suggests that this plan shows how that amount of growth could be appropriately accommodated. Market conditions, regional growth, and City’s policies will influence the actual rate of population growth.

The preferred population projection for this report was the linear growth rate based on population changes between 1990-2023 because it represents both the largest sample size and accounts for both pre- and post-Recession. Based on this methodology, the City’s population is projected to be 10,020 in 2030. In 2045, the population is projected to increase to 10,939.

Population Projections for Tomah, WI 1990-2045

Projection Method	1990	2000	2010	2020	2023*	2025	2030	2035	2040	2045
WisDOA Projections	7,572	8,419	9,093	9,570	9,592	10,300	10,680	10,860	10,930	-
Linear Growth 1990-2023 (1)	7,572	8,419	9,093	9,570	9,592	9,714	10,020	10,327	10,633	10,939
Linear Growth 2000-2023 (1)	7,572	8,419	9,093	9,570	9,592	9,694	9,949	10,204	10,459	10,714
Linear Growth 2010-2023 (1)	7,572	8,419	9,093	9,570	9,592	9,669	9,861	10,053	10,245	10,436
Compounded Growth 1990-2023 (2)	7,572	8,419	9,093	9,570	9,592	9,748	10,148	10,565	10,999	11,451
Compounded Growth 2000-2023 (2)	7,572	8,419	9,093	9,570	9,592	9,709	10,006	10,313	10,629	10,955
Compounded Growth 2010-2023 (2)	7,572	8,419	9,093	9,570	9,592	9,673	9,879	10,089	10,304	10,523

*Source: WisDOA, 2023 Population Estimates.

Source: U.S. Census Bureau 1990-2020 Census.

1. Extrapolated based on the average annual population change over the given years.

2. Extrapolated based on the average annual percent change over the given years.

Population Projection Scenarios: Tomah, WI

Projection Method	Change 2023-2040		Change 2023-2045	
WisDOA Projections	14%	1,338	-	-
Linear Growth 1990-2023 (1)	11%	1,042	14%	1,348
Linear Growth 2000-2023 (1)	9%	867	12%	1,122
Linear Growth 2010-2023 (1)	7%	653	9%	844
Compounded Growth 1990-2023 (2)	15%	1,409	19%	1,861
Compounded Growth 2000-2023 (2)	11%	1,037	14%	1,363
Compounded Growth 2010-2023 (2)	7%	712	10%	931

*Source: WisDOA, 2023 Population Estimates.

Source: U.S. Census Bureau 1990-2020 Census.

1. Extrapolated based on the average annual population change over the given years.

2. Extrapolated based on the average annual percent change over the given years.

Tomah is a relatively balanced city in terms of demographics. In 2022, 20% of the City population was over the age of 65, and the age group with the highest population in the City was those age 25 to 34 years (14%). The median age in the City was 42 which is slightly higher than the median age for the County (40) and the median age in Wisconsin (40).

Age Distribution, 2022

Age Group	Tomah, WI		Monroe County	
	Total	Percentage	Total	Percentage
Under 5 years	566	6%	2,903	6%
5 to 9 years	551	6%	3,346	7%
10 to 14 years	449	5%	3,256	7%
15 to 19 years	561	6%	3,079	7%
20 to 24 years	578	6%	2,418	5%
25 to 34 years	1,297	14%	5,267	11%
35 to 44 years	1,182	12%	5,723	12%
45 to 54 years	1,074	11%	5,531	12%
55 to 59 years	800	8%	3,529	8%
60 to 64 years	582	6%	3,154	7%
65 to 74 years	853	9%	4,776	10%
75 to 84 years	597	6%	2,207	5%
85 years and over	437	5%	1,019	2%
Total Population	9,527	100%	46,208	100%

Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Age Comparison

Community	Median Age				Percent Under 18				Percent Over 65			
	2000	2010	2020	2022*	2000	2010	2020	2022*	2000	2010	2020	2022*
City of Tomah	37	38	38	42	26%	25%	23%	20%	18%	15%	19%	20%
Monroe County	37	39	40	40	28%	26%	25%	25%	14%	14%	18%	17%
Wisconsin	36	39	40	40	26%	24%	22%	22%	13%	14%	18%	18%

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Source: U.S. Census Bureau, 2000-2020 Census.

SECTION 2: HOUSING

Household Counts

Household trends for the City of Tomah show a 7% increase in households between 2010 and 2020, compared to 5% for Monroe County and 7% for the State during the same period. Over the past 20 years (2000-2020) the number of households in the City of Tomah grew by 21%, in Monroe County by 9%, and in the State by 17%. During those time periods, the average household size has decreased or remained relatively stable.

Number of Households/ Persons Per Household

Year	City of Tomah		Town of LaGrange		Town of Tomah		Monroe County		Wisconsin	
	Number	Persons Per HH	Number	Persons Per HH	Number	Persons Per HH	Number	Persons Per HH	Number	Persons Per HH
1980	2,674	2.69	536	3.22	336	3.24	11,894	2.95	1,652,261	2.85
1990	3,064	2.47	513	2.94	353	3.05	13,144	2.79	2,055,774	2.38
2000	3,451	2.44	641	2.75	428	2.79	16,672	2.45	2,084,544	2.57
2010	3,900	2.33	741	2.71	533	2.63	17,376	2.57	2,279,768	2.49
2020	4,173	2.21	746	2.51	562	2.80	18,197	2.51	2,428,361	2.52
2022*	4,352	2.11	780	2.35	513	3.04	17,992	2.52	2,425,488	2.37

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Source: U.S. Census Bureau, 2000-2020 Census.

For planning purposes, the number of households is used to estimate demand of additional dwelling units. If household size decreases, the number of households (and hence housing units) can be expected to increase for a given population. Changes in household composition will also influence the level of demand for various types of housing units such as housing suitable seniors or for families with children. Trends indicate that there will be a continued need for a range of household types for various ages, incomes, and lifestyles.

The number of projected households for Tomah through the year 2045 was calculated using the population projection numbers used above, in addition to a customized household size projection over the next 20 years. This plan assumes that the City's 2020 household size figure will decline at the same annual rate as the City experienced over the previous 20 years (2000-2020). As with the population projections, multiple projections were calculated using different methods and years to provide a range of potential household totals.

Based on this series of projections, in 2045, the City could have a total of approximately between 4,914 to 5,391 households, or 741 to 1,218 more households than in 2020.

Similar to the population projections, the preferred household projection for this report was the linear growth rate based on household changes between 1990-2023 because it represents both the largest sample size and accounts for both pre- and post-Recession. Based on this methodology, the City's number of households is projected to be 4,607 in 2030. In 2045, households are projected to increase to 5,150.

Household Projections: City of Tomah

Household Projection Methods	Number of Households							Additional HH	
	2010	2020	2025	2030	2035	2040	2045	2020-2030	2020-2045
Linear Growth 1990-2023	3,900	4,173	4,431	4,607	4,785	4,967	5,150	434	977
Linear Growth 2000-2023	3,900	4,173	4,421	4,574	4,729	4,885	5,045	401	872
Linear Growth 2010-2023	3,900	4,173	4,410	4,533	4,658	4,785	4,914	360	741
Compounded Growth 1990-2023	3,900	4,173	4,446	4,666	4,896	5,138	5,391	493	1,218
Compounded Growth 2000-2023	3,900	4,173	4,428	4,600	4,779	4,965	5,158	427	985
Compounded Growth 2010-2023	3,900	4,173	4,412	4,542	4,676	4,813	4,955	369	782
Projected Household Size*	2.25	2.21	2.19	2.18	2.16	2.14	2.12	-	-

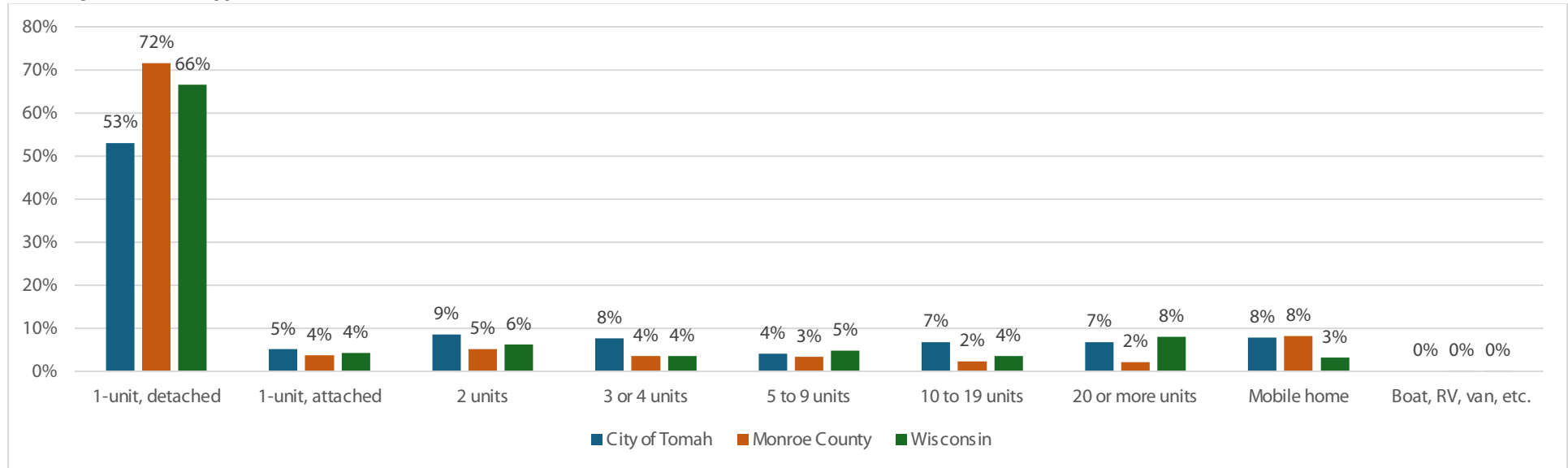
Source: U.S. Census Bureau 1990-2020 Census

*Source: Wisconsin DOA, Estimated Household Size in conjunction with a customized value was projected to continue over the planning period based on the average decline in household size between 2000-2020

SECTION 3: OCCUPANCY & HOUSING STOCK

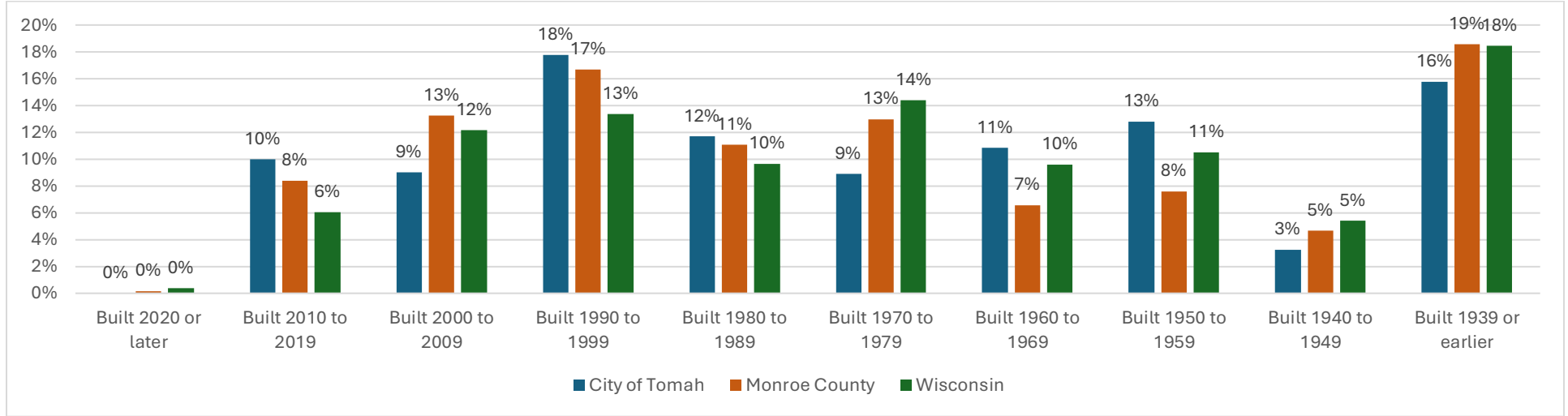
The diversity of Tomah’s housing stock is atypical of small cities in the Midwest, with only 53% consisting of single-family homes. Multi-family housing in the City varies in number of units per dwelling with 16% having two to four units, 4% having five to nine units, and 14% having 10 or more units. About half of City residents live in owner-occupied housing. However, owner occupancy percentages have been declining over the past three decades due in part to the increase in multi-family units and a more mobile workforce. The vacancy rate (8%) is slightly high; a healthy rental vacancy rate is 5-6%. The majority of residents (78%) moved into their current residence after 2000, and 63% moved into their current residence after 2010. Nearly 16% of residential structures in Tomah were built prior to 1940. Tomah has seen a relatively consistent increase in housing stock, with 39% of houses built between 1980-2010.

Housing Stock Unit Type, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Age of Housing Stock, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Owner/Renter Occupancy Rates: City of Tomah

	1990		2000		2010		2020		2022*	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Owner-Occupied	1,854	61%	2,100	57%	2,104	54%	2,012	46%	2,322	50%
Renter Occupied	1,046	34%	1,351	37%	1,796	46%	2,028	46%	1,973	42%
Vacant	164	5%	255	7%	296	8%	384	9%	368	8%

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Source: U.S. Census Bureau, 2000-2020 Census.

Owner/Renter Vacancy Rates: City of Tomah

	2000	2010	2020	2022*
Homeowner Vacancy Rate	2%	3%	0.4%	0.3%
Rental Vacancy Rate	8%	6%	9%	8%

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Source: U.S. Census Bureau, 2000-2020 Census.

Year Householder Moved In: City of Tomah, 2022

Year Householder Moved In	Number of Units	Percent of Units
2021 or later	154	4%
2018-2020	1124	26%
2010-2017	1428	33%
2000-2009	656	15%
1990-1999	521	12%
1989 or earlier	469	11%
Total	4352	100%

Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

SECTION 4: AFFORDABILITY & VALUE

Affordable housing opportunities are often provided through the sale of older housing units. Housing is generally considered “affordable” when the owner or renter’s monthly housing costs do not exceed 30% of their gross monthly income. Over 17% of City homeowners with a mortgage and approximately 40% of renters exceeded the “affordable” threshold in 2022. While these numbers are important indicators of affordability, it is also important to note that some residents may consciously choose to devote more than 30% of their income to household and lifestyle expenses. Despite the fact that more renters do not have “affordable” housing, the median rent in the City (\$928) is slightly lower than the state median (\$992). The median value of a home in the City (\$151,000) has increased steadily since 2000, but is significantly below the State’s (\$231,400) and County’s median home value (\$184,000).

Affordability Indicators

Community	Median Gross Rent			Median Monthly Owner-Occupied Costs (with a mortgage)			Median Value of Owner-Occupied Units		
	2000	2010	2022*	2000	2010	2022*	2000	2010	2022*
City of Tomah	\$492	\$683	\$928	\$741	\$1,121	\$1,301	\$76,400	\$106,300	\$151,000
Monroe County	\$455	\$634	\$919	\$793	\$1,216	\$1,434	\$77,500	\$126,800	\$184,000
Wisconsin	\$540	\$713	\$992	\$1,024	\$1,433	\$1,602	\$112,200	\$169,000	\$231,400

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

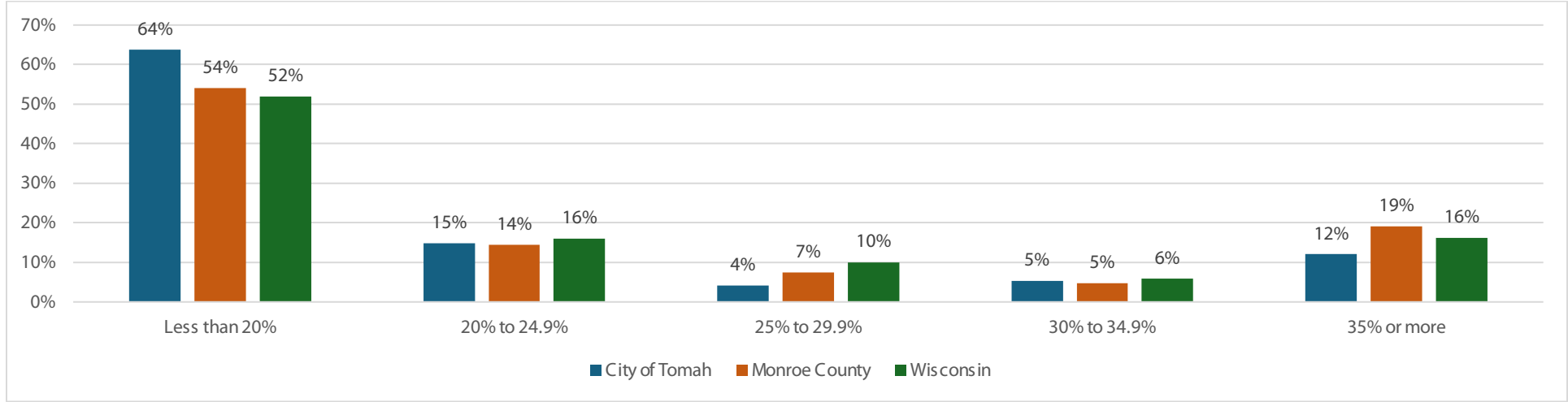
Source: U.S. Census Bureau, 2000-2020 Census.

Owner Occupied Housing Values: City of Tomah, 2022

Value of Owner-Occupied Housing Units	Number of Units	Percent of Total Units
Less than \$50,000	254	11%
\$50,000 to \$99,999	268	12%
\$100,000 to \$149,999	624	27%
\$150,000 to \$199,999	693	30%
\$200,000 to \$299,999	404	17%
\$300,000 to \$499,999	79	3%
\$500,000 to \$999,999	-	0%
\$1,000,000 or more	-	0%
Total	2,322	100%

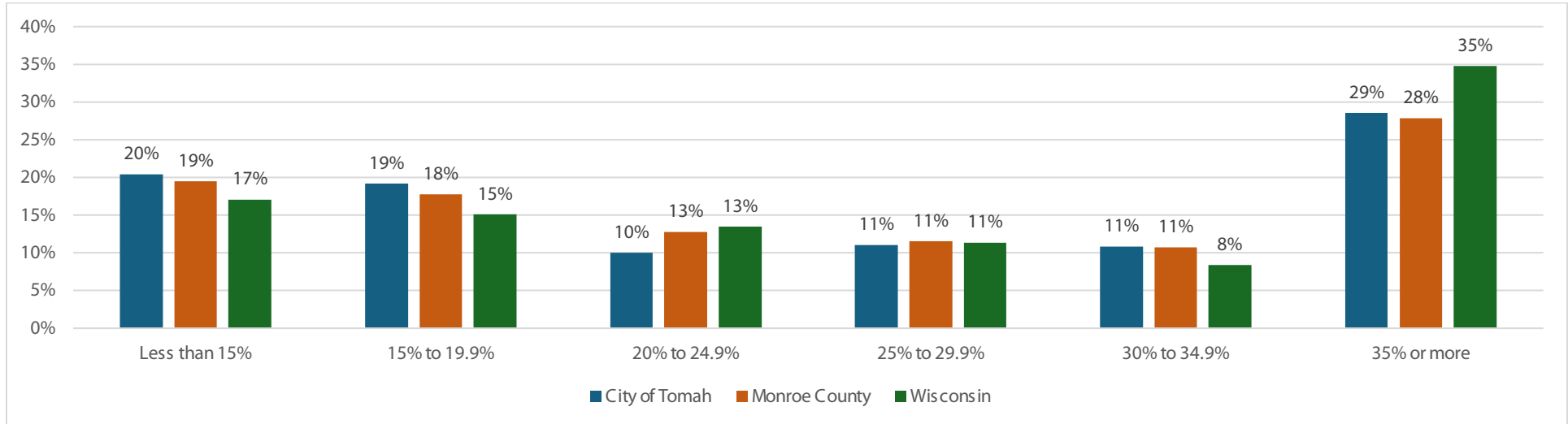
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Owner Costs (With A Mortgage) As Percent Of Household Income, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Rental Costs As Percent Of Household Income, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

SECTION 5: HOUSING PROGRAMS

Tomah Public Housing Authority

The City of Tomah has an established housing authority to assist with affordable housing placement for low-income families. The Tomah Housing Authority owns & manages 72 apartments for seniors, persons with disabilities and families located in the City of Tomah and administers 76 Housing Vouchers through the Rental Assistance Program.

Homebuyer Down Payment and/or Closing Cost Loan Program

The Community Development Department can provide eligible low/moderate income households, who are purchasing a home in the City of Tomah, with a deferred payment loan to pay for closing costs and up to one-half of a required down payment to purchase a home. The maximum loan is 10% of the purchase price.

Home Repair and Rehabilitation Loan Program

Couleecap provides eligible low/moderate income City of Tomah homeowners with a deferred payment loan to complete major home repairs and remodeling such as roof replacement, window replacement, foundation repair, furnace replacement, siding installation including insulation, kitchen remodeling, bathroom remodeling, electrical repairs and other interior repairs. The maximum amount of loan is 50% of the equalized value of home. A Deferred Payment Loan is provided to income eligible homeowners and is paid back to the City at the time the home is sold or refinanced.

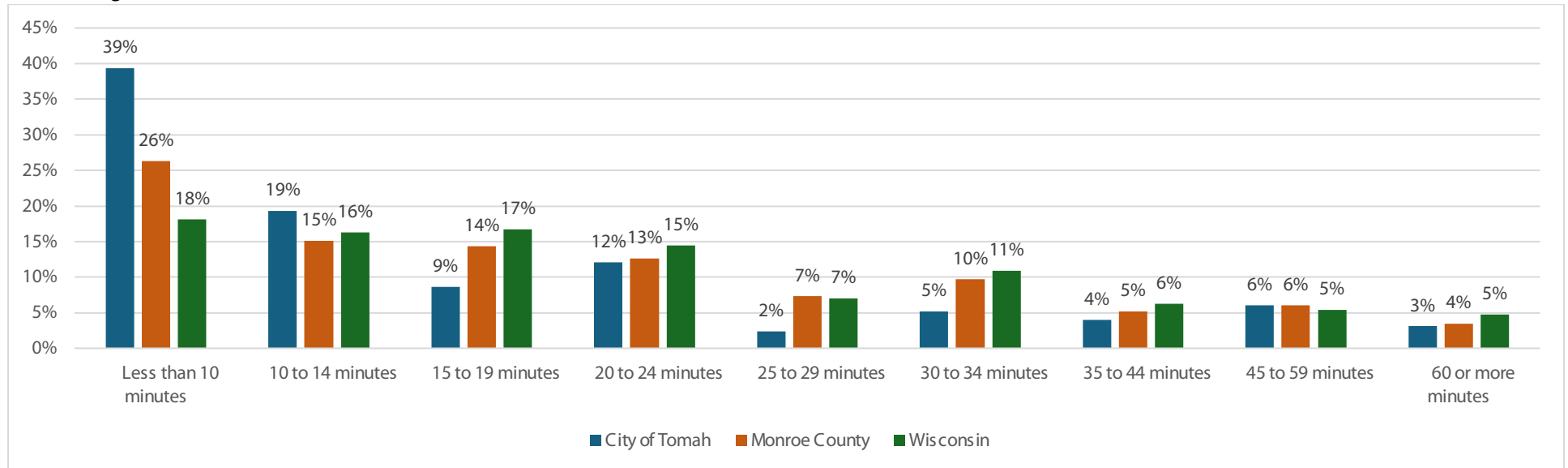
SECTION 6: MOBILITY & TRANSPORTATION

Commuting

Approximately 59% of the City’s commuters age 16 or older work within 14 minutes of their place of employment. Over 85% of commuters in Tomah are employed within Monroe County. The percentage of those who work out of state (14%) is most likely due to the relatively close proximity of Minnesota. Tomah commuters, on average, have a travel time to work of 17.7 minutes, which is slightly less than the County (20.4 minutes) and State as a whole (22.2 minutes). These times suggest most residents work in the City or in nearby areas.

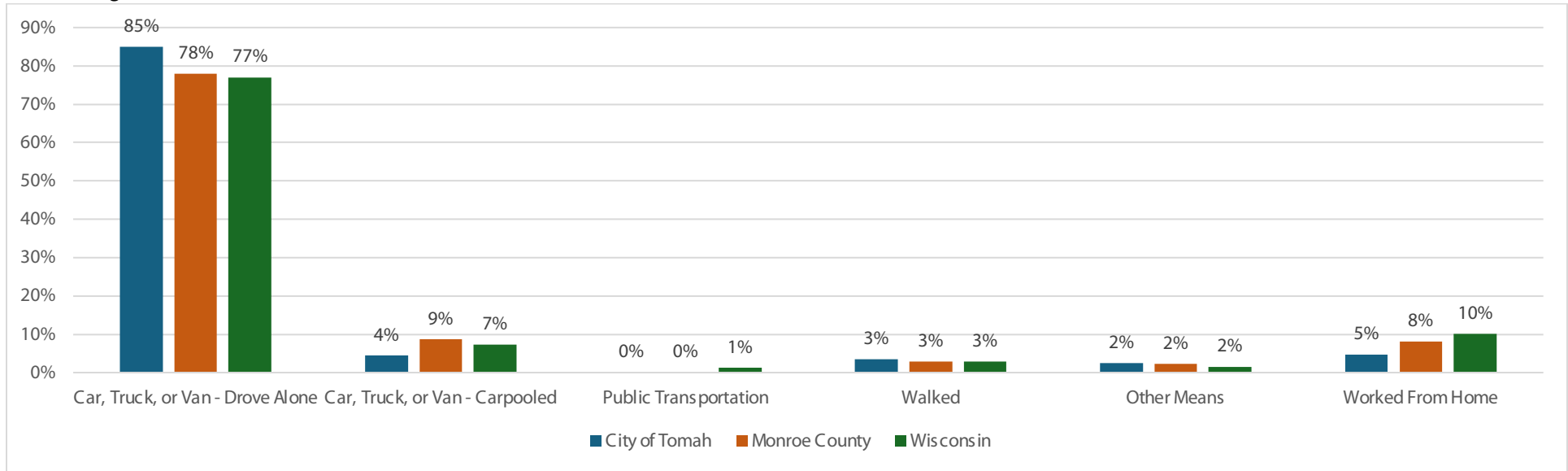
Commuting in Tomah is mostly done by car, with 85% of commuters traveling in a single occupant vehicle. This number is slightly lower for Monroe County (78%) and Wisconsin (77%). Only 4% of commuters in Tomah carpooled to work, 3% walked, and 5% worked from home.

Commuting Time To Work, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Commuting Methods to Work, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Percentage of Residents Commuting, 2022

	City of Tomah	Monroe County
Within Monroe County	85%	79%
Outside of County, Within State	14%	21%
Outside of State	0.4%	1%

Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

SECTION 7: MAJOR MODES OF TRAVEL

Aviation Service

Bloyer Field is a city-owned airport used regularly by local corporations for executive travel and by pilots for general recreation. The airport contains one paved runway (07-25) which is 3,900 feet long. There is an adjacent area designated for model aviation users.

The airport is classified as a Small General Aviation Airport by the Wisconsin Bureau of Aeronautics. Small General Aviation airports primarily support single-engine general aviation aircraft, but may also accommodate small twin-engine general aviation aircraft and occasionally business aircraft activity.

Due to environmental and physical restraints expansion opportunities are limited for the airport. The existing Airport Layout Plan (ALP) identifies the potential to expand Runway 25 by 400 feet to provide additional runway length to service larger airplanes.

Chapter 52, Article VIII of the City’s Municipal Code provides regulations regarding the height of structures within three miles of the airport.

There is also the Sparta/Fort McCoy Airport, a public airport, located within the Fort McCoy installation and used primarily by the US Army. Volk Field, a military Air National Guard field, is located about twenty miles east of Fort McCoy in Juneau County. The La Crosse Municipal Airport is also close to Tomah along with the Black River Falls Airport.

Road Classifications

All federal, state, county, and local roads are classified into categories under the “Roadway Functional Classification System” based upon the type of service they provide (see map on the next page for road classifications in the Plan Area). In general, roadways with a higher functional classification should be designed with limited access and higher speed traffic.

Truck Routes

Interstate 90 and 94 are designated as Long Truck Routes. Highways 12, 16, and 131 are designated as 75’ Restricted Truck Routes.

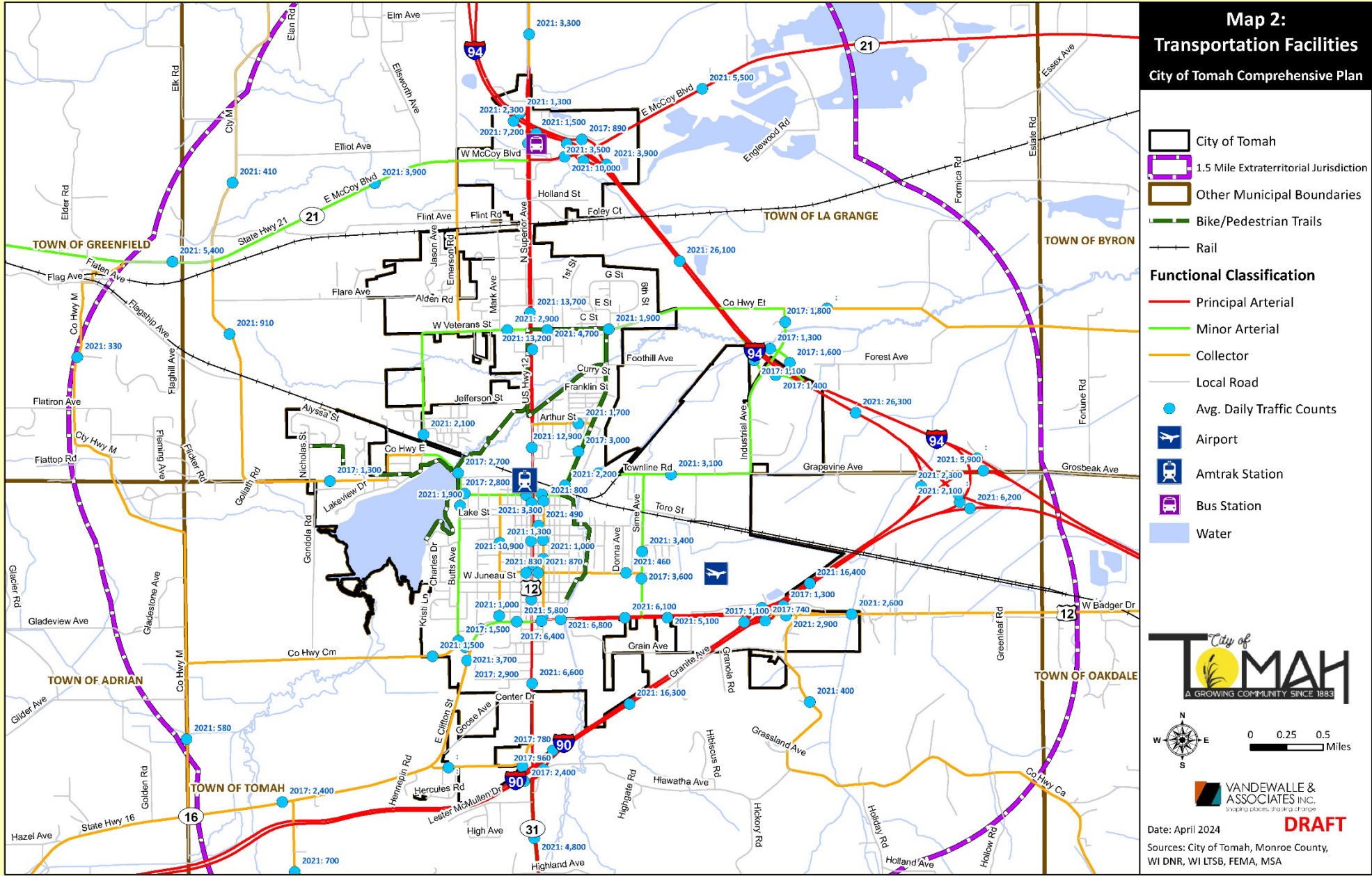
Roadway Improvement Projects

Wisconsin’s Six Year Highway Improvement Program identifies projects by county and project limits. This list provides projects to be completed during 2023 and 2028. The City of Tomah will be impacted by 15 different projects over this time frame. None of the projects listed are major improvement projects.

Roadway Improvement Projects, 2023-2028

ROUTE	PROJECT TITLE	Miles	Fiscal Year	PROJECT DESCRIPTION
IH 090	TOMAH - CAMP DOUGLAS, EB	16.57	2023	CONST/SHLDRS FOR 1017-01-73/RSRF
STH 021	TOMAH - NECEDAH	8.23	2023	CONST/MILL & OVERLAY/RSRF
STH 131	ONTARIO - TOMAH	4.69	2023	CONST/MILL & OVERLAY/RSRF
USH 012	TOMAH - MAUSTON	0.20	2023	CONST/PAV'T REPLACE/PVRPLA
USH 012	TOMAH - MAUSTON	-	2023	CONST/WATER MAIN & SAN SEWER/PVRPLA
IH 090	TOMAH - CAMP DOUGLAS, EB	15.77	2024	CONST/MILL & OVERLAY EB RDWY/RSRF
STH 021	SPARTA - TOMAH	15.70	2024	CONST/MILL & OVERLAY/PSRS
USH 012	BLACK RIVER FALLS - TOMAH	0.21	2024	CONST/LEFT TURN LNS/MONOTUBES/MISC
USH 012	TOMAH - MAUSTON	8.11	2025	CONST/RESURFACE/B-41-147/RSRF
USH 012	BLACK RIVER FALLS - TOMAH	8.51	2026	CONST/MILL & OVERLAY/RSRF
IH 090	LA CROSSE - TOMAH	8.51	2027-2028	CONST/REPAIR BOTH RDWYS/PSRS30
STH 016	SPARTA - TOMAH	6.38	2027-2028	CONST/PVRPLA
IH 090	SPARTA - TOMAH	4.27	2027-2028	CONST/PAVT REPAIR/BOTH RDWYS/PSRS
IH 094	BLACK RIVER FALLS - TOMAH	0.06	2027-2028	CONST/BRRPL
USH 012	TOMAH - MAUSTON	1.86	2027-2028	CONSTRUCTION/ PVRPLA

Source: WI Department of Transportation



SECTION 8: BIKE, PEDESTRIAN, & TRANSIT TRAVEL

Sidewalks, Trails, & Routes

Pedestrians and bicyclists use a combination of roadways, sidewalks, and off -street trails. Most of the City’s residential neighborhoods include sidewalks; however, there are some neighborhoods along the outer fringe of the City that do not have sidewalks. Most of these neighborhoods were built between 1970-2000. The City’s Subdivision Code does not mandate the installation of sidewalks within new subdivisions; however, Section 38- 35 provides that “all properties adjacent to street reconstruction where a city street section is being completed shall have sidewalk installed where none exists and sidewalk repaired or replaced when the existing sidewalk is deemed unsafe, defective, or insufficient.”

The region has several trails. The Cranberry Cruise starts on the east side of Monroe County and circles up around the edge of coulee terrain before passing through colorful cranberry fields. The Elroy-Sparta State trail extends from Sparta to Elroy to the southeast. The trail is known as the “three tunnel trail” as its route passes through tunnels originally designed for railroad traffic of the Chicago & North Western Railroad companies.

Additionally, the City’s Comprehensive Outdoor Recreation Plan includes both existing trail bicycle and pedestrian facilities and future recommended facilities. This plan is the guide for future priorities and investment in bicycle and pedestrian facilities within Tomah.

Transit Service

The City of Tomah and surrounding area currently have limited options for the elderly and disabled individuals. Tomah does not have an intracommunity public transportation system outside of privately owned taxi companies and a Shared Ride Program, which includes three handicap vans. Monroe County Senior Service Department provides transportation for seniors and disabled residents in the county. A mini-bus and volunteer drivers take users to medical appointments, banks, grocery stores, etc. Intercity bus travel is available through Greyhound Bus lines in Tomah. From Tomah, passengers can reach Minneapolis/St. Paul, MN or Chicago, IL. The McDonalds restaurant at 2015 N. Superior Ave. serves as the greyhound station.

Railroad Service

Canadian Pacific Railroad has a line that runs through downtown Tomah. The former Canadian Pacific Railroad yard property is vacant with potential for redevelopment and reuse. In 2010, the City Council adopted the Canadian Pacific Site Redevelopment Plan and Community Development Plan for this area. However, to date the yard is still owned by railroad company and plans to develop the site have not progressed since the plan was adopted. Passenger rail is provided by Amtrak. Daily passenger services are provided on the Empire Builder route on the CP Line. The station is located W. Washington St., west of Superior Ave.

Water Transit

There is no waterborne freight movement in Monroe County. The nearest port is located in La Crosse which has access to the Mississippi River. Local navigable waters are used only for recreational purposes.

SECTION 9: EDUCATION AND INCOME

Education attainment can provide valuable insight into the existing labor force, including availability of skilled and professional workers and demand for training opportunities. The percentage of Tomah residents 25 years or older who have at least a high school diploma (91%) is in line with Monroe County and Wisconsin (91% and 93%, respectively). The percentage of residents who have obtained a bachelor's degree is higher (16%) than the county (14%) but lower than the state (21%) This may indicate a need for additional vocational and adult learning programs.

Tomah's median and per capita income levels are lower than the county and state. Median household income in Tomah is \$55,203 compared to Monroe County's \$66,451 and Wisconsin's \$72,458. In the City, 13% of individuals and 8% of families are below the poverty level. The poverty rates in Tomah are consistent with State and County trends.

Educational Attainment, 2022

	Tomah	Monroe County	Wisconsin
Only High School Graduate	31%	37%	30%
Some College	25%	22%	20%
Associate's Degree	10%	12%	11%
Bachelor's Degree	16%	14%	21%
Graduate/Professional Degree	9%	6%	11%
High School Graduate or Higher	91%	91%	93%

Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Income Trends

	Median Household Income				Per Capita Income			
	2000	2010	2020	2022*	2000	2010	2020	2022*
City of Tomah	\$31,986	\$40,150	\$51,304	\$55,203	\$17,409	\$22,823	\$31,656	\$35,223
Monroe County	\$37,170	\$47,333	\$60,595	\$66,451	\$17,056	\$23,052	\$29,946	\$33,256
Wisconsin	\$43,791	\$51,598	\$63,293	\$72,458	\$21,271	\$26,624	\$34,450	\$40,130

*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates; Source: U.S. Census Bureau, 2000-2020 Census.

Poverty Trends

	Families in Poverty				Individuals in Poverty			
	2000	2010*	2020*	2022*	2000	2010*	2020*	2022*
City of Tomah	8%	16%	6%	8%	13%	18%	7%	13%
Monroe County	8%	10%	7%	8%	12%	14%	10%	12%
Wisconsin	6%	8%	7%	7%	9%	12%	11%	11%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates; Source: U.S. Census Bureau, 2000 Census.

SECTION 10: EXISTING LABOR FORCE

A community’s labor force includes all people over the age of 16 classified as employed or unemployed as well as members of the U.S. Armed Forces. Those not included in the labor force statistics include students, homemakers, retired workers, seasonal workers not currently looking for work, institutionalized people, and those doing only incidental unpaid family work.

Tomah’s labor force overall is similar to that of Monroe County and Wisconsin.

- Over the last decade the unemployment rate decreased for all jurisdictions. Note, in 2010 the United States was in an economic downturn commonly referred to as the “Great Recession”, accounting for the higher unemployment rates.
- A majority (70%) of workers in Tomah earn a private wage and salary, less than Monroe County (75%) and Wisconsin (82%). This is likely due to the presence of a VA Hospital in Tomah.
- The top occupation category in Tomah is “Management, Business, Science, & Arts” (31%), followed by “Production, Transportation and Materials Moving” (23%).
- The largest industries in the City include Educational, Health & Social Services (26%), Manufacturing (17%), and Retail Trade (14%), which is consistent with the City’s largest employers.

Employment Status

	2000		2010		2022*	
	In Labor Force	Unemployment Rate	In Labor Force	Unemployment Rate	In Labor Force	Unemployment Rate
City of Tomah	4,121	3.2%	4,647	6.0%	4,730	3.6%
Monroe County	18,188	5.0%	24,634	7.3%	21,789	2.7%
Wisconsin	2,598,898	4.3%	3,082,676	8.5%	3,020,890	3.4%

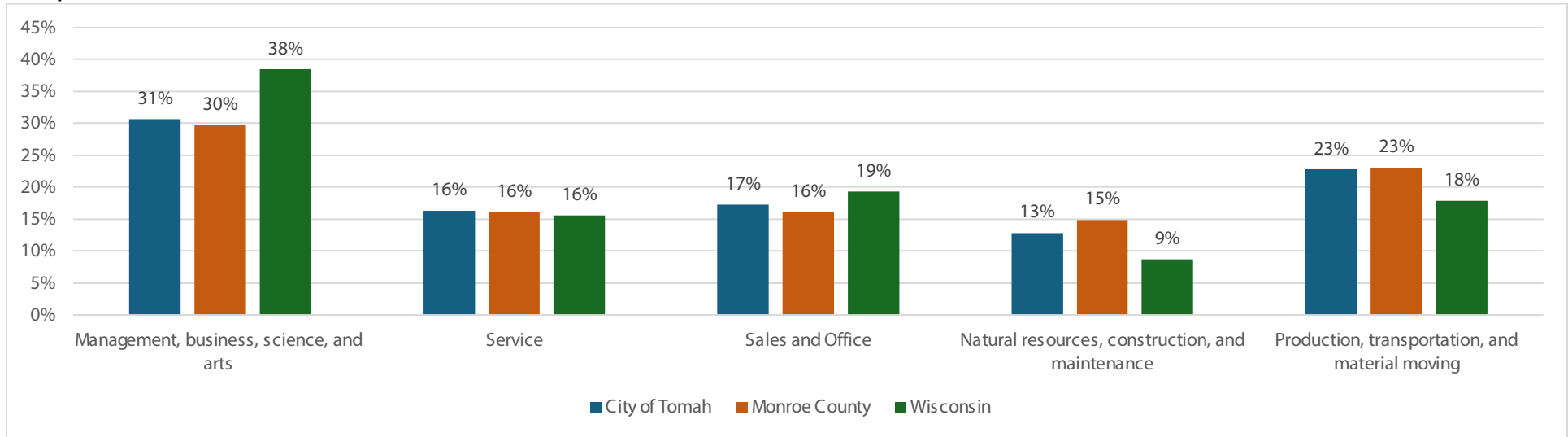
*Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.
 Source: U.S. Census Bureau, 2000-2010 Census.

Class of Worker, 2022

	Private wage and salary	Government	Self-employed	Unpaid family
City of Tomah	70%	27%	3%	0%
Monroe County	75%	19%	6%	0%
Wisconsin	82%	12%	5%	0%

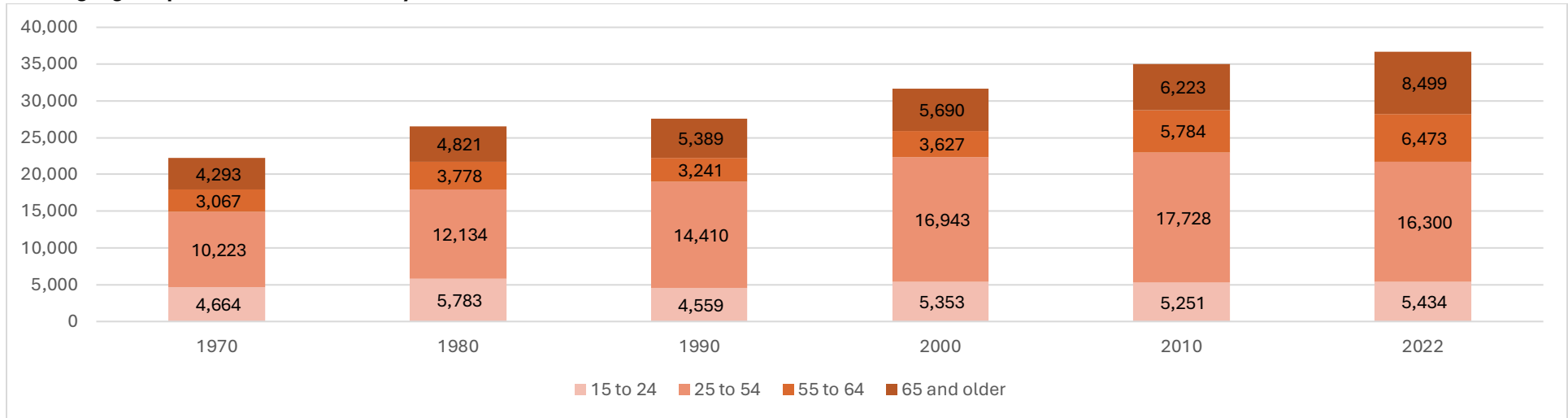
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Occupations, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

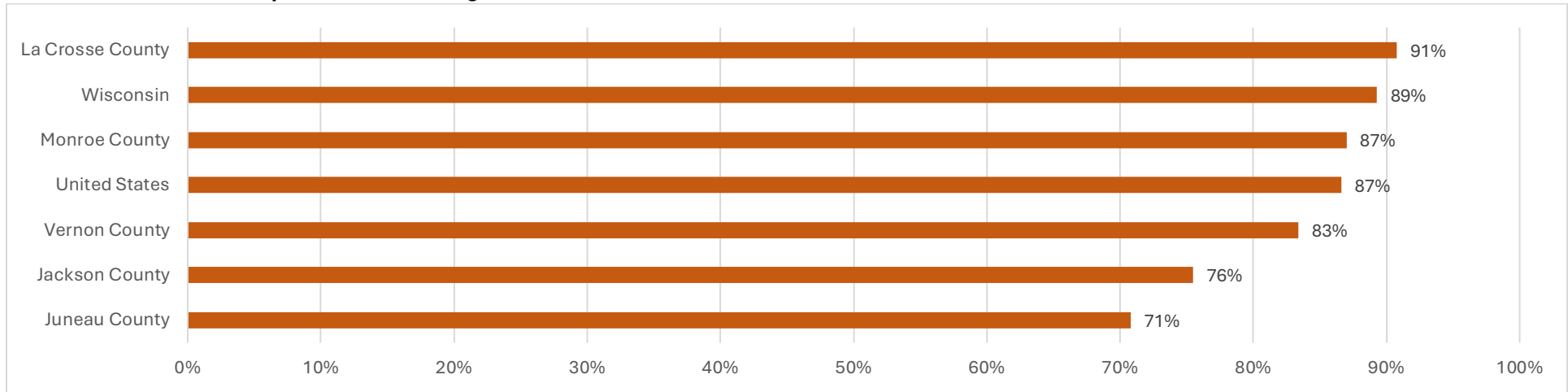
Working Age Population, Monroe County



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

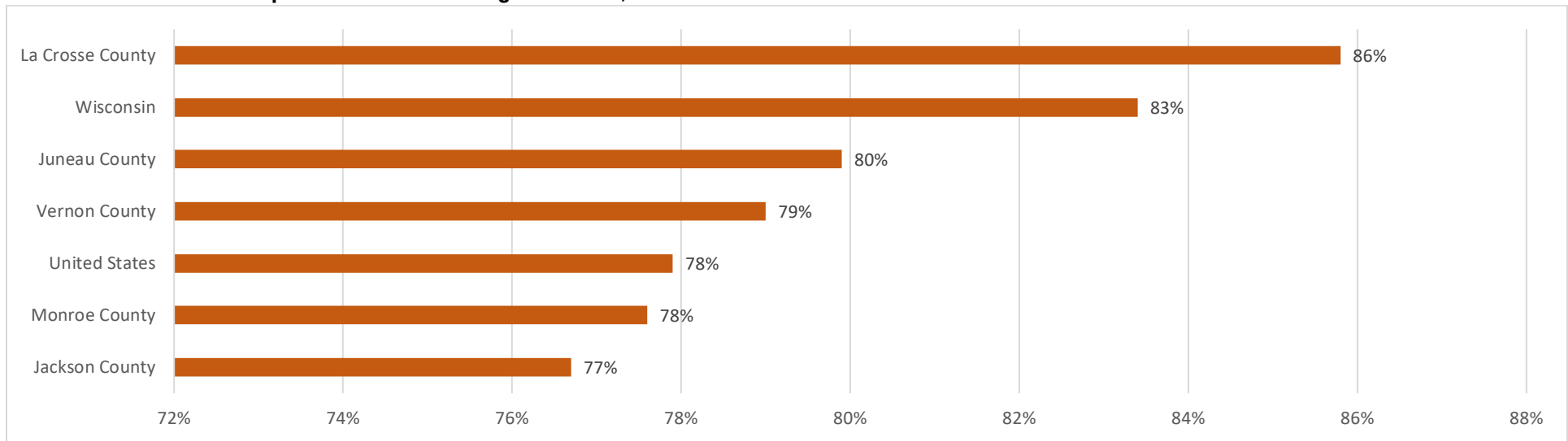
Source: U.S. Census Bureau, 1970-2010 Census.

Civilian Labor Force Participation Rates Men Ages 25 to 54, 2022



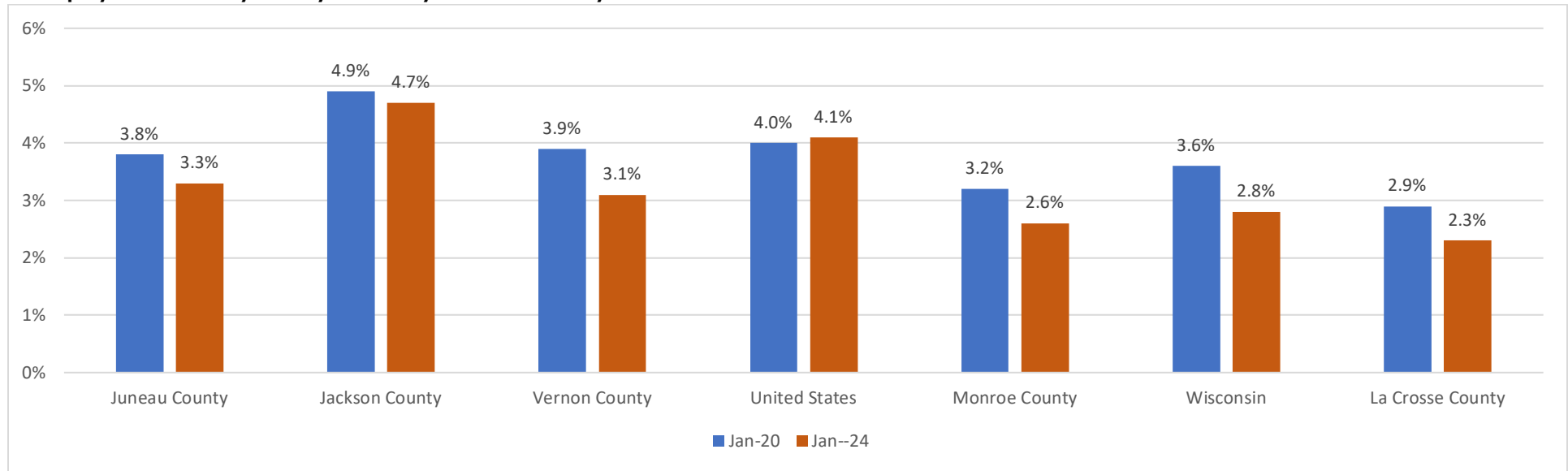
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Civilian Labor Force Participation Rates Women Ages 25 to 54, 2022



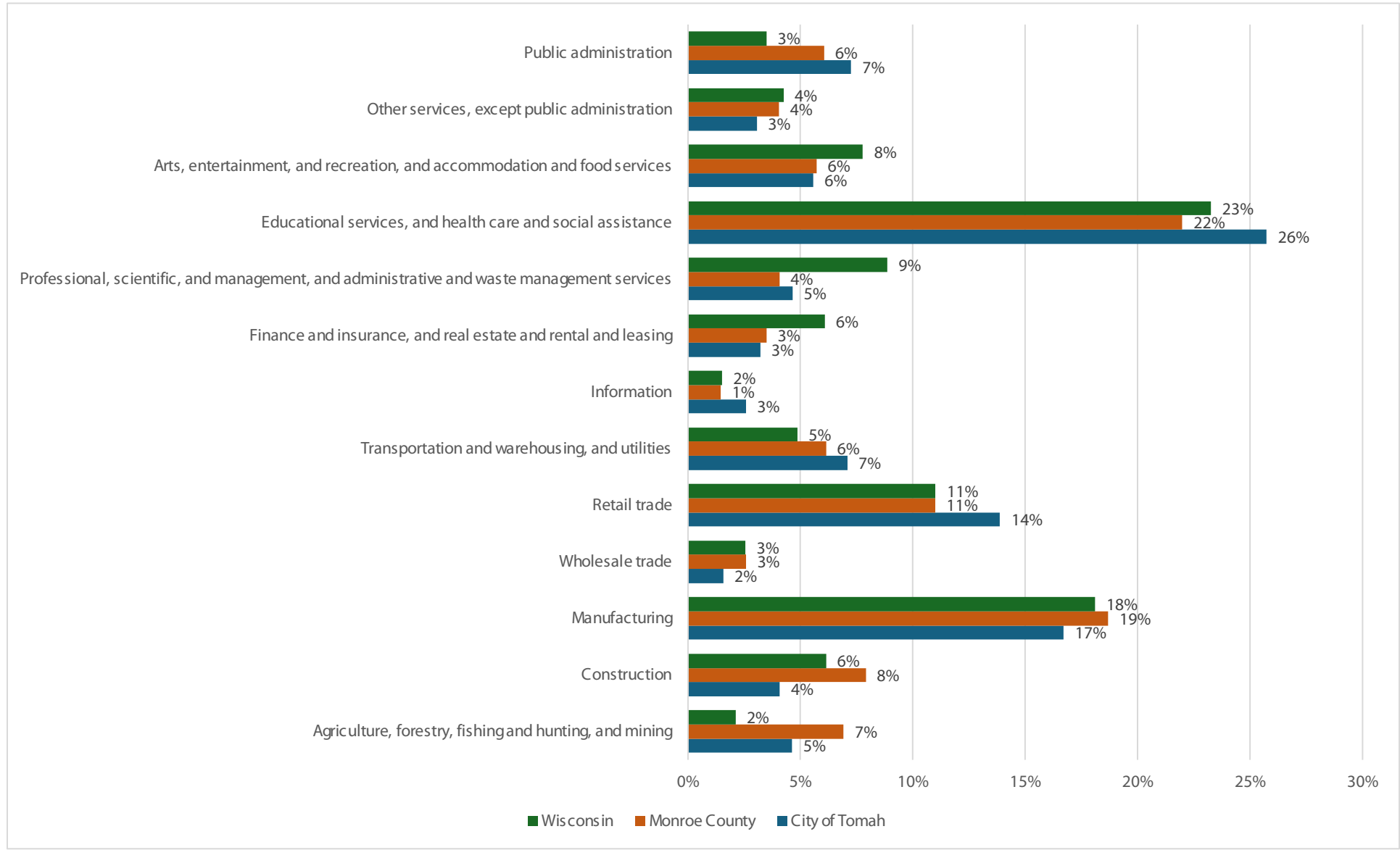
Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

Unemployment Rates by County – January 2020 vs January 2024



Source: Bureau of Labor Statistics LAUS

Industries, 2022



Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates.

SECTION 11: BUSINESS & INDUSTRY

Industrial Sites

Tomah has an abundance of land available for business development and redevelopment. Tomah North Side Development Park, Interstate Industrial Park, and Ce Pete Bean Industrial Park have the largest concentrations of industrial land available. Additionally, there are several individual industrial, commercial and office sites available throughout Tomah.

Major Employers

The largest employer in the City is the Tomah VA Medical Center, with over 1,000 employees. Other major employers include a Walmart Distribution Center and several large manufacturing operations including Toro and Cardinal Glass.

Employer Name	NAICS Title	Employee Size Range
US Veterans Medical Center	General Medical and Surgical Hospitals	500-999
Walmart Distribution Center	Other Misc. Durable Goods Merchant Wholesalers	500-999
Toro Co	Outdoor Power Equipment Retailers	500-999
Cardinal IG Co	Flat Glass Manufacturing	250-499
Walmart Supercenter	Department Stores	250-499
Knights of Columbus	Civic and Social Organizations	250-499
TC Transcontinental Packaging	Paper Bag and Coated and Treated Paper Manufacturing	250-499
Ho-Chunk Gaming Tomah	Casinos	100-249
Allen Gerke & Sons Inc	Specialized Freight	100-249
Tomah Health	General Medical and Surgical Hospitals	100-249
Express Employment Pro	Employment Placement Agencies	100-249
Handishop Industries Inc	Nonupholstered Wood Household Furniture Manufacturing	100-249
Marten Transport	Specialized Freight	100-249
Band Box Cleaners & Laundry	Drycleaning and Laundry Services	100-249
Allstate Peterbilt of Tomah	Motor Vehicle Stamping	100-249
Ocean Spray Cranberries Inc	Fruit and Vegetable Canning	100-249
Meca Sportswear Inc	Commercial Screen Printing	100-249
Tomah High School	Elementary and Secondary Schools	100-249
Usemc Co	Military Armored Vehicle, Tank, and Tank Component Manufacturing	100-249

Source: WI Department of Workforce Development, 2023

SECTION 12: DEVELOPMENT TOOLS

The City of Tomah employs several tools to support economic development within the City.

Tax Increment Financing Districts

Tax Increment Financing Districts (TIDs) are created for the purpose of funding capital improvement projects using Tax Increment Financing (TIF). TIF is a method of public financing that enables the City to fund projects that would otherwise not occur, such as street resurfacing or reconstruction, sanitary or storm sewer, streetscaping (sidewalks, street trees, streetlights, etc.), and business recruitment. Tax increment financing is sometimes used to fund aspects of private development projects that advance city planning goals. All TIF expenditures should directly or indirectly contribute to growth of the tax base, as it is the tax revenue from this growth that pays for the expenditures.

To date Tomah has created eleven TIDs, and four of them are still open. TID #8 is a Rehabilitation and Conservation district that was created in 2015 and will terminate in 2042. TID #9 is an Industrial district that was created in 2018 and will terminate in 2039. TID #10 is a Mixed-Use district that was created in 2021 and will terminate in 2039. Lastly, TID #11 is a Mixed-Use district that was created in 2021 and will terminate in 2041.

Municipalities are limited to having no more than 12% of total municipal property value in TIF Districts. As of 2023, TIF Districts account for 7.2% of all municipal property value in the City; therefore, the City has capacity to establish new TIF Districts as desired.

City of Tomah Business Revolving Loan Fund

The City’s Community Development Program promotes economic development and encourages new business start-ups and business expansions that create new employment/job opportunities. To assist businesses in this endeavor the Community Development Program administers a Business Revolving Loan Fund.

Tomah Convention & Visitors Bureau/Chamber of Commerce

The Tomah Convention & Visitors Bureau and the Tomah Chamber of Commerce actively work to facilitate business development and retention in the Tomah area through the development and implementation of programs aimed at attracting visitors, meetings, and events to Tomah.

Community Development Block Grant Program

This grant can provide economic development loans, public facilities for economic development, assistance for transportation grants, Wisconsin Housing and Economic Development Authority (WHEDA) Bond Program and industrial revolving bonds.

Monroe County Revolving Loan Fund

This fund is designed to promote economic development by providing a source of long term, fixed rate, low interest financing for new and existing business projects that are located in Monroe County.

CMV Growth Development Revolving Loan Fund

This fund seeks to foster growth in economic based activities that affect growth or decline in the Tri-County area of Crawford, Monroe, and Vernon counties. The fund targets manufacturers, tourism and select service industries to create jobs.

Wisconsin Economic Development Corporation

As the state’s lead economic development organization, the Wisconsin Economic Development Corporation (WEDC) nurtures business growth and job creation in Wisconsin by providing resources, technical support, and financial assistance to companies, partners, and the communities they serve. The WEDC administers a variety of economic and community development programs for private businesses and municipalities.

SECTION 13: ENVIRONMENT & OPEN SPACE

Tomah is located in the Mississippi Alluvial Plain, just east of the Mississippi River. The topography of Tomah is mostly flat to gently rolling. Areas to the northwest and west of the city are hilly and those to the east and southeast are flat. The elevation ranges from 1,220 feet above sea level to 935 above sea level. Areas of steep slopes within the planning area are shown on the Development Limitations Map.

Mineral Resources

Sand is currently the only mineral resource within the Tomah area. There are four active sand pits located within the City's planning area. In addition to sand, three active limestone pits are found in the southeastern portion of the Town of Tomah, just outside the planning area.

Achievements in new technology for extracting natural gas through the process of fracking have created a demand for sand byproducts, called frac sand or silica, used in the extraction process. Western Wisconsin, including Monroe County, contains an abundance of sandstone formations valued for natural gas extraction in other states (mostly in North Dakota and Montana). In the past five years Monroe County has seen an increase in the amount of requests for new mineral extraction sites to meet the growing demand. The sandy soils and presence of the railroad have drawn the attention of businesses involved in this industry.

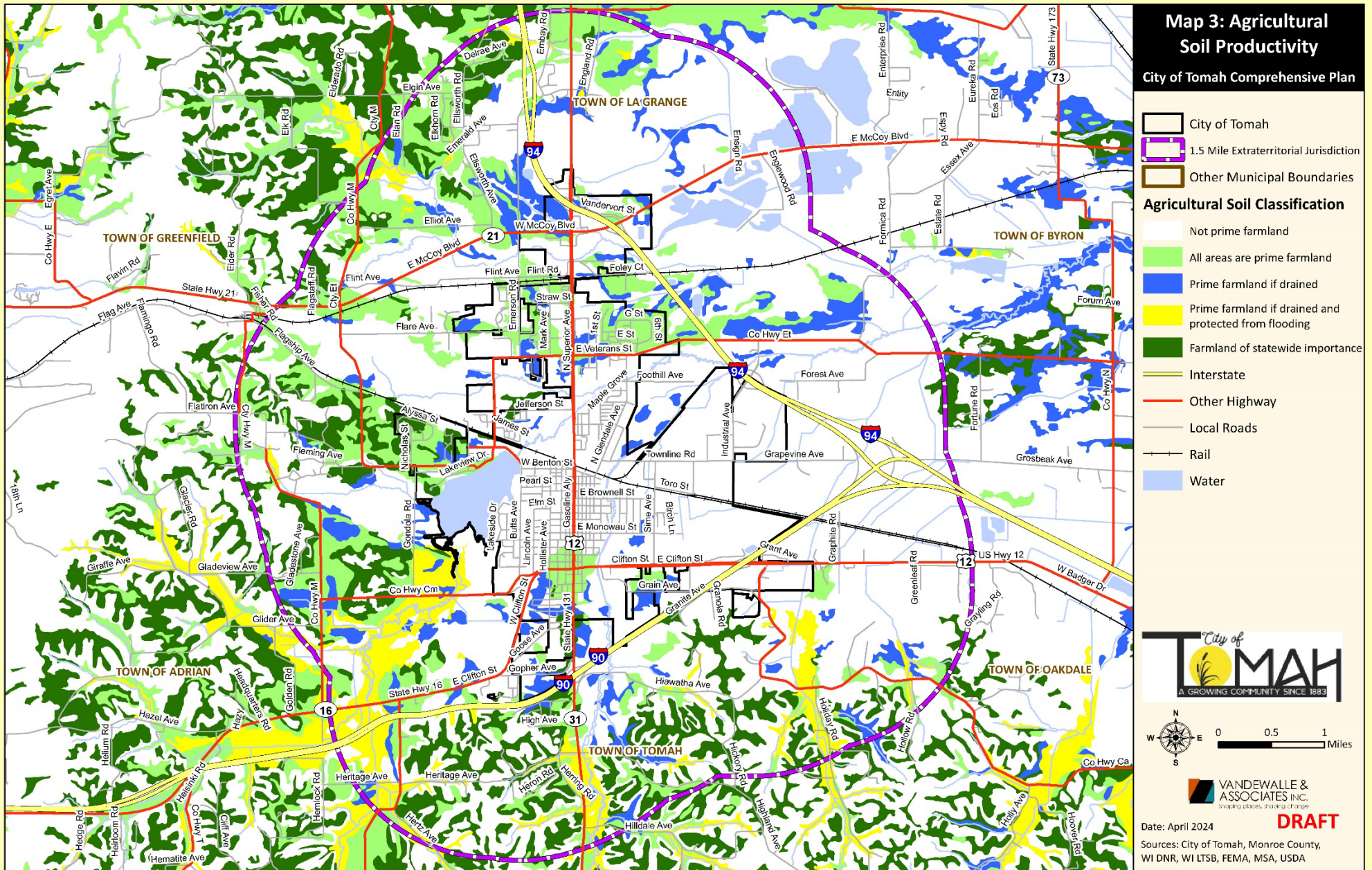
Agricultural Land and Open Space

There is approximately 15,607 acres of agricultural land and open space in the planning area. The majority of this land is located outside of the City of Tomah but within the planning area.

Soils

The soils in Monroe County include: loam, silty loam and sandy. The most prominent soil associations are the Norden-Urne-La Farge, TarrBoone-Impact, Billette-Impact and NewsonDawson Meehan

- The Norden-Urne-La Farge, soils are found on the southern portion of the City's planning area south of I-90. This soil is characterized as gently sloping to very steep, well drained to somewhat excessively drained silty and loamy soils on uplands.
- The Tarr-Boone-Impact, soils are categorized as nearly level to very steep, excessively drained to moderately well drained sandy soils on stream terraces and uplands. They are found in the southeastern portion of the City, just southeast of Council Creek and southwest of I-94 and southeastern portion of the City's planning area, south of I-90.
- The Billette-Impact, soils are found in the northern, central and western portions of the City of Tomah and its planning area. This soil is characterized as nearly level to moderately steep, excessively drained to moderately well drained loamy and sand soils on stream terraces and uplands.
- The Newson-Dawson Meehan, soils are found in the eastern, central and southern portions of the City and planning area. The soils are characterized as nearly level to gently sloping, very poorly drained to somewhat poorly drained peaty and sandy soils on flood plains, lake basins, and stream terraces.



SECTION 14: WATER RESOURCES

Watersheds

The City of Tomah lies within the Mississippi River drainage basin and Little Lemonweir River Subbasin.

Surface Water

Section 303(d) of the federal Clean Water Act requires states to develop a list of impaired waters, commonly referred to as the “303(d) list.” This list identifies waters that are not meeting water quality standards, including both water quality criteria for specific substances or the designated uses, and is used as the basis for development of Total Maximum Daily Loads (TMDLs).

Lake Tomah and the Lemonweir River are two of the most significant water features in the area. Lake Tomah is man-made lake from the Lemonweir River, located at the western edge of the City. Five tributaries of the Lemonweir River are creeks located in the Tomah area (Council, Kreyer, Deer, Mud and Chab).

Ground Water

Groundwater is a critical resource, not only because it is used as a source of drinking water, but also because rivers, streams, and other surface water depend on it for recharge. Groundwater contamination is most likely to occur where fractured bedrock is near the ground surface, or where only a thin layer of soil separates the ground surface from the water table.

According to the WIDNR Susceptibility to Groundwater Contamination Map (not shown), the City of Tomah generally ranks “medium-low” for susceptibility to groundwater contamination. Susceptibility to groundwater contamination is determined based on five physical resource characteristics: bedrock depth, bedrock type, soil characteristics, superficial deposits, and water table depth. Groundwater can be contaminated through both point and non-point source pollution (NPS). The most common NPS pollutants are sediment (erosion, construction) and nutrients (farming, lawn care).

Wetlands

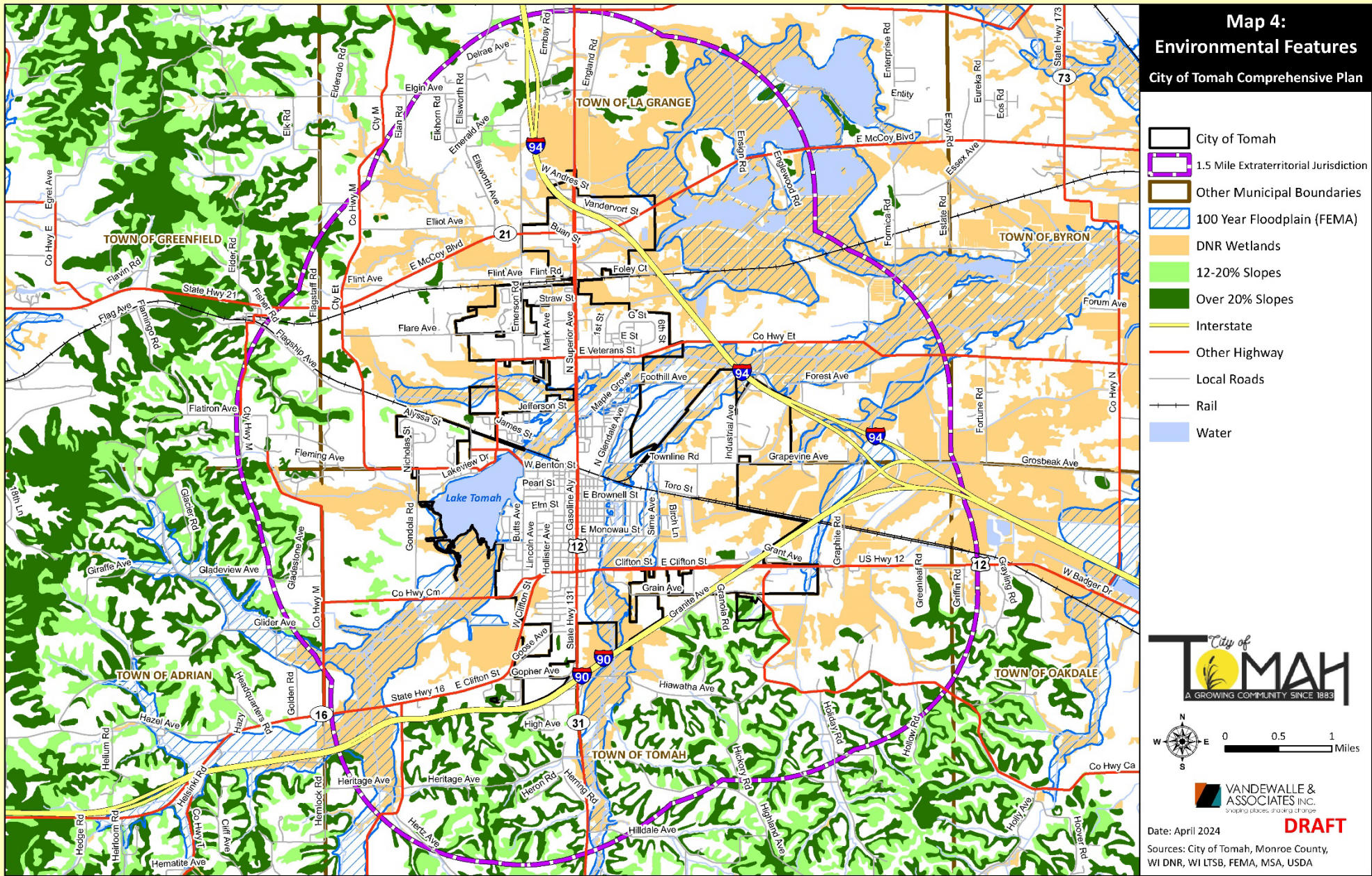
Wetlands are located along the Lemonweir River, Council Creek, Deer Creek and Mud Creek. A large portion of the wetlands to the northeastern and eastern portion of the planning area are used for cranberry production. Chapter 22 of the Municipal Code provides regulations for development within shoreland-wetland areas.

Floodplains

Federal Emergency Management Agency (FEMA) designated 100- floodplains within the planning area are illustrated on the map below. Chapter 22 of the Municipal Code provides regulations for development within floodplain areas.

Natural Heritage

According to the Wisconsin Department of Natural Resources (DNR), there are occurrences of endangered species in the City. There were occurrences of both aquatic and terrestrial endangered species. Detailed information regarding the types of endangered animals, plants, and natural communities can be found at the Department of Natural Resources’ website.



SECTION 15: GENERAL FACILITIES

Health Care Facilities

The City of Tomah is served by Tomah Health and Gunderson. There are several assisted living facilities and a nursing home in the Tomah Area. Veterans are served by the Tomah Veteran Affairs Medical Center. They provide a series of services and programs including: library services, valor program, homeless resources, hospice/palliative care, mental health, pharmacy, primary care, social work, caregiver support coordinator, specialty care and women’s health.

Police & Emergency Facilities

Law enforcement in the City is provided by the Tomah Police Department. Fire protection and emergency services are provided by the Tomah Fire Department and Ambulance.

Cemeteries

There are two cemeteries located within the City of Tomah: Saint Mary’s cemetery located at 2409 Superior Avenue, and Oak Grove Cemetery Located off Highway 31.

Library Facilities

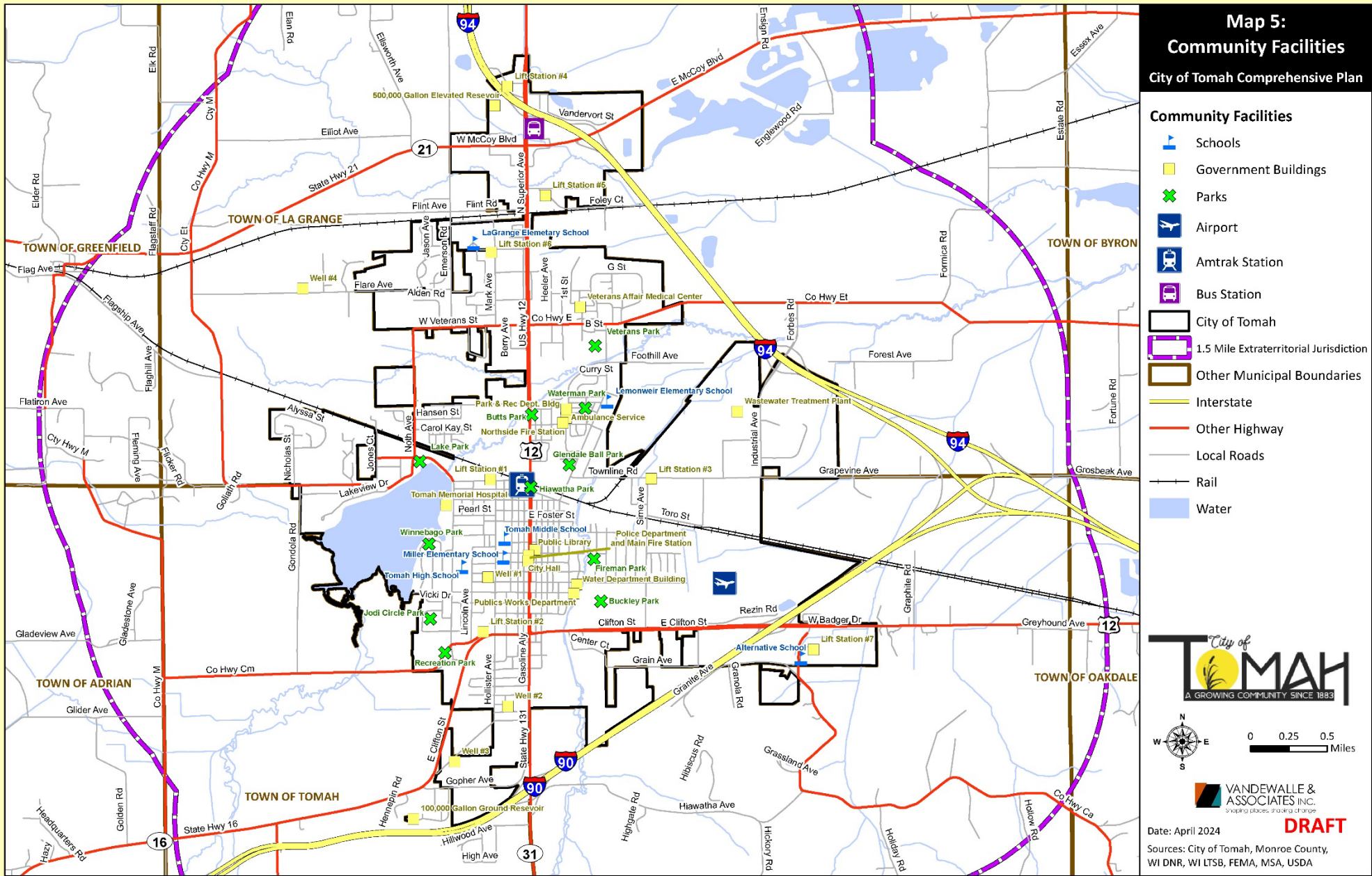
Tomah is serviced by the Tomah Public Library. Built in 1917, the school emulates the prairie school style of architecture. In its early years it was used as a schoolhouse and is now used as the City’s public library. The building is recognized on the State and National Registers and Historical Places in 1976. The VA Medical Center also provides library services.

School & College Facilities

The City is served by the Tomah Public School District. The Tomah Public School District is a K-12 public school system with 11 schools, providing services to 3,056 students. The district operates seven elementary schools, one junior high school, one high school, a K-12 Learning Center and a 4k learning center. Additionally, there are two private schools in the area. There are four higher education facilities located within thirty miles, including UW-La Crosse, Western Technical College, Viterbo College, and Globe University. Western Technical College is located within the City of Tomah.

Other Government Facilities

The City of Tomah has a City Hall building located on Superior Avenue and a U.S. Postal Office, also located on Superior Avenue.



SECTION 16: UTILITIES & SERVICES

Stormwater Management

Stormwater management typically includes the collection and controlled release of storm runoff to natural receiving systems, typically through detention and/or retention facilities. The Public Works Department is responsible for approximately 30 miles of storm sewer. The City addresses stormwater in several ordinances including: Code of Ordinances Chapter 46-127 Prohibited Acts

Wastewater & Sanitary Sewer System

All sanitary wastewater generated in the City is treated by the Tomah Wastewater Treatment Plant. The Tomah Wastewater Treatment Plant is a secondary treatment facility located at 520 Industrial Avenue. The treatment facility is capable of treating 2.2 million gallons per day, serving a population of 11,380. An oxidation ditch is used for biological treatment and uses biological nutrient removal for the control of ammonia and phosphorus. The facility can also produce biosolids of "exceptional quality." The facility aims to minimize detrimental effects on the environment. The system is composed of approximately 54.5 miles of sewer mains and 7 lift stations.

Solid Waste & Recycling Facilities

Solid waste services are provided by the City and recycling services are provided by the Modern Disposal Systems. Solid waste is disposed of at the Monroe County Landfill. The City also provides a spring clean-up and yard waste pick-up.

Water Supply The City of Tomah maintains five active wells with a total of 3,050 gallons per minute capacity. There is an additional, inactive well with the capacity of 800 gallons per minute located at 300 McAdams Drive. This well was closed in April 2002 due to a V.O.C. contamination. Two wells are currently doing removal extraction: well #6 is being treated for iron removal and well # 10 for radium removal. The system also includes a 1,000,000 gallon reservoir, a 500 gallon tower, 338, 871 feet of water mains (2"- 14" diameter), 3,083 water services, 3,459 water meters, 496 fire hydrant and 787 water main valves.

Telecommunications Facilities

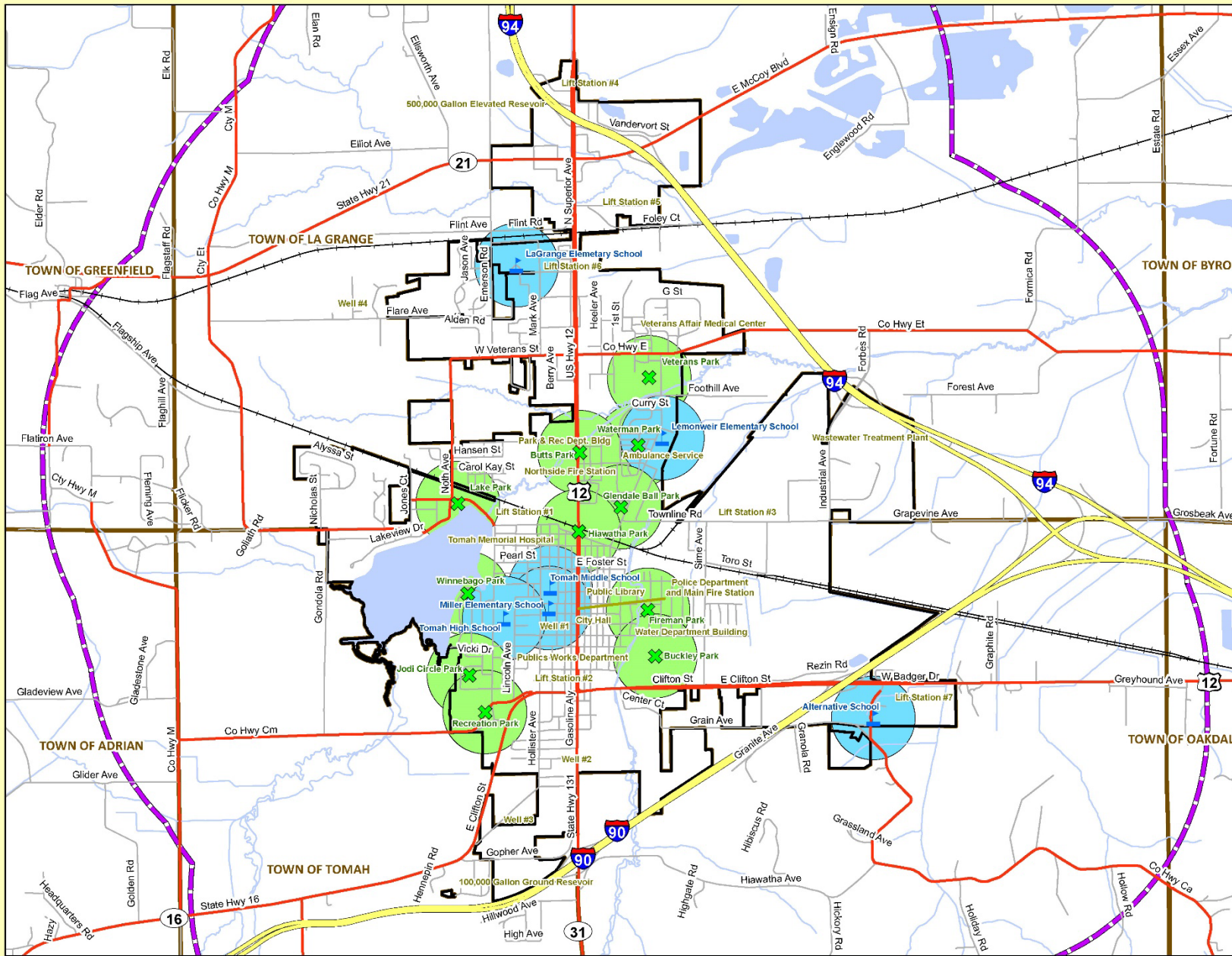
There are many telecommunication providers for the Tomah area. Services for the City are provided by Charter Communications, TDS, and Century Link. A main fiber optic cable also runs through Tomah.

SECTION 17: PARKS & RECREATION

In total, the City has a total of 251 acres of park, recreation, and open spaces equaling 26.75 acres per 1,000 residents. That is three times the national average. Below is a breakdown of Tomah's parkland total by park type in comparison to national standards.

Park Type	National Recreation and Park Association (NRPA) Standards	Total Acres by Park Type	Tomah Parks
	Acres per 1,000 Residents		Acres Per 1,000 Residents
Mini Parks	0.25-0.5	0	N/A
Neighborhood Parks	1-2	2.2	0.23
Community Parks	5-8	153.8	16.4
Special Use Parks	None	2.5	0.26
Natural Areas	None	80	8.5
Other Recreation Area	None	36.4	3.8
School Park and Open Space	None	34.8	3.7

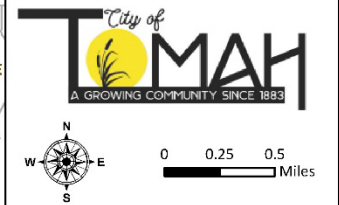
The City's Comprehensive Outdoor Recreation Plan includes a full analysis of the existing park system, future needs, and prioritized recommendations. As it continues to be updated over the planning period, it will remain as this plan's recommendations for all park, open space, bicycle, and pedestrian facility upgrades, development, and establishment.



Map 6: Park Service Areas

City of Tomah Comprehensive Plan

- Park and Education Facilities**
- Schools
 - Parks
- 0.25 Mile Walkable Service Area**
- School Service Area
 - Park Service Area
 - City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
 - Interstate
 - Other Highway
 - Local Roads
 - Rail
 - Water



VANDEWALLE & ASSOCIATES INC.
shaping places, creating change

Date: April 2024
Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

DRAFT

SECTION 18: HISTORIC PRESERVATION

The City of Tomah has several historically and culturally significant features that contribute greatly to the City's identity. Several buildings are on both the Wisconsin and National Register of Historic Places. A list is provided below.

Historically and Culturally Significant Features

Name	Historic and Culture Resource Description
Gasoline Alley	The comic strip "Gasoline Alley," still in print today is the creation of Tomah native Frank King. The "Alley," which is the City's Superior Avenue, was based on the characters and settings that King grew up with in the Tomah area. "Gasoline Alley Day" is held on the first Sunday in August at Gillet Park to commemorate the Mr. King
Fort McCoy Military Base	Fort McCoy is a U.S. Army installation located 10 miles west of the City of Tomah, along STH21. Founded in 1909 it has played a major role in past military missions and remains an active site today.
Tomah Veterans Affairs Medical Center	The Veteran Affairs (VA) medical center is a 600 plus bed medical center opened in 1947. It is located at the former Tomah Indian School, which was in operation from 1892 to 1935. The VA employees over 700 people.
Little Red School House	Preserved one-room schoolhouse located in the south-central portion of the city, within Gillet Park.
Tomah Area Historical Society Museum	Located centrally along Superior Avenue, the museum catalogs the history of the Tomah area. It includes displays from Tomah native son Frank King, creator of "Gasoline Alley." It also displays Tomah's early industries and businesses, including railroad and lumber years as well as agricultural and cranberry operations.
Tomah Boy Scout Cabin	Located on East Council Street near Buckley Park and the Tomah Airport is a historically recognized structure constructed in 1934. This small log cabin was built by local volunteers and provided a meeting location for the City's Boy Scout troops. It was added to the state and national register in 2017.
Tomah Public Library	Built in 1917, the school emulates the prairie school style of architecture. In its early years it was used as a schoolhouse and is now used as the City's public library. The building is recognized on the State and National Registers and Historical Places in 1976.
Tomah Post Office	Constructed in 1927, this "classical revival" building was built as a post office and is currently being used as offices. The building is recognized on the State and National Registers and Historical Places in 2000.
Monroe County Fair	This annual five-day fair takes place at Recreation Park during the third week of July. One of the largest festivals in the area, the event features a carnival, junior fair, art and craft booths, a horse pull, demolition derby, lumberjack show, entertainment and food.
Wisconsin Dairyland Truck and Tractor Pull	This event is held annually at the City's Recreation Park during the third weekend in June. The event features pull competitions, commercial booths, art and craft show, flea market, antique tractor displays and food.
Historical Marker	This official State Historical marker is located along Superior Avenue within Butts Park. The marker explains the alleged derivation of the name for the City.
Amish	Monroe County has one of the State of Wisconsin's largest Amish populations. Many of the families live on farms in areas located south and west of the City of Tomah. Most of these families have settled into Tomah area during the past twenty years.
Warrens Cranberry Festival	This annual three-fay festival is held in Warrens WI on the last weekend in September. Since Warrens is only 15 miles from Tomah, the event has a significant tourism impact for Tomah.

SECTION 19: EXISTING AREAS OF COLLABORATION

Organization/Entity	Existing Collaboration Efforts
Towns of LaGrange and Tomah	<ul style="list-style-type: none"> • Share common boundaries and waterways. • Collaboration on Ambulance Service; The Tomah Area Ambulance Service provided emergency medical service to the City of Tomah and the town of LaGrange and Tomah as well as nearby villages of Warren, Wyeville and Oakdale, and the town of Adrian, Byron, Grant, Greenfield, Lincoln, Oakdale, Scott, Knapp, Bear, Bluff, and Kingston • Collaboration on future land use decisions at municipal boundaries
Tomah Area School District	<ul style="list-style-type: none"> • School District serves the City of Tomah and the towns of LaGrange and Tomah. It also serves nearby villages of Oakdale, Warrens, and Wyeville and the towns of Oakdale, Adrian, Greenfield, Ridgeville, Wilton, Clifton, Byron, Scott, Lincoln, Grant, Knapp, Bear Bluff, Kingston, Cutler, and Orange
Wisconsin Department of Transportation	<ul style="list-style-type: none"> • Memorial Park is a State wayside. WisDOT is responsible for the facility but the park is owned and maintained by the city
Wisconsin Historical Society	<ul style="list-style-type: none"> • The Wisconsin Historical Society owns the historical marker located along North Superior Avenue; the city maintains the marker
U.S. Department of Army	<ul style="list-style-type: none"> • Fort McCoy Military Base is located approximately 10 miles west of the City, along STH 21. The 60,000 acre facility is owned and operated by the U.S. Army
U.S. Department of Veterans Affairs	<ul style="list-style-type: none"> • The Tomah Veterans Affairs Medical Center is located along East Veterans Street on the north side of Tomah. The 173-acre facility has 321 beds and provided medical, health and nursing care services to approximately 10,000 veterans living in the mid-western portion of Wisconsin and bordering counties in Iowa, Minnesota, and Michigan. The U.S. Department of Veteran Affairs owns and operates the complex.
Monroe County	<ul style="list-style-type: none"> • Social Services; transportation for elderly and disabled individuals; housing and economic development programs.

SECTION 20: POTENTIAL AREAS OF COLLABORATION

Organization/Entity	Potential Collaboration Efforts
Monroe County	<ul style="list-style-type: none"> • Collaboration in achieving goals set forth in the Comprehensive plan and subsequent updates • Marketing regional and natural amenities • Planning for growth and economic development • Decreasing property tax competition
U.S. Department of Army	<ul style="list-style-type: none"> • Master Plan Development and updates
U.S. Department of Veteran Affairs	<ul style="list-style-type: none"> • Strategic Plan for the Tomah VA Medical Center
Town of La Grange and Tomah	<ul style="list-style-type: none"> • Protection of natural resources, including the Lemonweir River, Lake Tomah, creeks, bluffs, etc. • Ensure development patterns, especially near border areas, are congruent with local development goals • Manage commercial development along the highway segments and other roadways segments • Cooperation and collaboration on preparation of comprehensive plans
Wisconsin Department of Transportation	<ul style="list-style-type: none"> • Collaboration on transportation and roadway improvements that would impact the Tomah area
Wisconsin Department of Natural Resources	<ul style="list-style-type: none"> • Collaboration for water and natural resource management and enhancement
Adjacent Counties (La Crosse, Jackson, Juneau, Vernon)	<ul style="list-style-type: none"> • Tourism and regional bicycle connections

SECTION 21: EXISTING & PROJECTED LAND USES

Existing Land Use

As of 2023, the population density is 1,157 people per square mile and the housing density is 525 housing units per square mile. The breakdown of existing land uses within the City of Tomah’s boundaries are shown below.

Existing Land Use Category	Acres	Percentage
Agriculture	195.7	4%
Airport	193.5	4%
Commercial	391.5	7%
Farmstead	0.0	0%
Industrial	671.8	13%
Manufactured Residential	101.2	2%
Multi-Family Residential	112.7	2%
Parks, Recreation, and Open Space	163.3	3%
Public and Institutional	441.6	8%
ROW	718.3	13%
Single-Family Residential	790.5	15%
Vacant	1,266.5	24%
Water	293.1	5%
Wooded Lands	32.2	1%
Total	5,372.1	100%

Source: V&A and City Staff, 2024

The “planning area” identified on the existing land use map is the City limits plus a buffer of 1.5 miles from those limits, corresponding to the City’s extraterritorial land use and subdivision review jurisdiction. The planning area features a significant amount of agricultural or open space use (15,600 acres). Approximate existing land uses in the City and planning area as of year 2024 were based on aerial photography.

Projected Land Use Demand

The ever-changing national, regional, and local market trends, policies, and future priorities will continue to drive population change, household size, the balance of residential and non-residential uses, and the density of development in the Tomah area. These factors, in turn, determine the demand for land development.

Wisconsin statutes require comprehensive plans to include projections, in five-year increments, for future residential and non-residential land uses in a community over the planning period. As shown in Section 1 above, for the purposes of this plan, population change over the next twenty years will be based on the Linear Growth Projection based on 1990-2023 population change.

The table below presents the projected land use demand for the City through the year 2045. The following analysis for land use demand considers several factors:

- **2023 to 2045 Population Change:** For the purposes of this Plan, the City’s 2045 population is projected to be 10,939, or an additional 1,224 new residents. This figure is based on the actual population growth that occurred between 1990 and 2023 as shown in Section 1. (Additional population projections were prepared and considered in the development of this plan; these are discussed in Section 1 of this Appendix.)
- **Projected Number of New Households in 2045:** The projected number of new households is based on the projected population figures above and a customized projected future household size as shown in Section 2 above indicate a projected total of 5,150 households in Tomah in 2045 or 720 new households.

- **Projected Residential Acreage Demand:** The City’s desired average future residential density is approximately 6 dwelling units per gross acre. This was used to calculate the projected number of residential acres needed to meet the desired future density.
- **Non-Residential Acreage Demand:** The City chose to prioritize a mixture of residential and non-residential development in the future. It was assumed that for each new acre of residential development, 1/3 of an acre would be needed for additional non-residential development.
- **Preliminary Acreage Demand:** The land use projections assume that approximately 33% of any new development will be needed for roads and utilities, sidewalks, parks, etc.
- **Flexibility Factor:** Because Tomah cannot guarantee the timing and location of new development, it is prudent to incorporate a flexibility factor into projections of land use demand to ensure that the actual supply of land appropriate for development will be available to meet expected demand. Providing a flexibility factor can also serve to keep land prices in check. In addition, providing alternative areas for growth is critical to preventing drastically uneven patterns and rates of growth that can make providing utilities and services inefficient or costly. Finally, the rationale for some flexibility in the land supply could provide a reasonable basis for unknown topographic situations which impact stormwater, developable area, etc. The assumed flexibility factor was two times the preliminary acreage demand.

Projected Land Use Demand

	Projection Used	2025-2030	2030-2035	2035-2040	2040-2045	Total
Projected Population Increase ⁽¹⁾	Linear Growth 1990-2023	306	306	306	306	1,224
New Household Projection Increase ⁽²⁾	Linear Growth 1990-2023	176	179	181	184	720
Residential Acreage Demand ⁽³⁾	Linear Growth 1990-2023	29	30	30	31	120
Non-Residential Acreage Demand ⁽⁴⁾	Linear Growth 1990-2023	10	10	10	10	40
Preliminary Acreage Demand ⁽⁵⁾	Linear Growth 1990-2023	52	53	53	54	212
Flexibility Factor ⁽⁶⁾	Linear Growth 1990-2023	104	105	107	108	424

1. Based on Section 1.
2. Based on Section 2.
3. Assumed 6 dwelling units per acre.
4. Assumed every new residential development would include a minimum of 33% additional acres for non-residential development.
5. Sum of residential acreage demand and non-residential acreage demand, in addition to an assumed 33% more land area needed in every new development for roads, stormwater management, utilities, sidewalks, parks, etc.
6. Assumed 2x the preliminary acreage demand total as a margin of error.

Based on the above calculations, it is projected that the City of Tomah will need approximately 424 additional acres of land to meet the projected population and housing growth over the next twenty years. The City’s Future Land Use Map (Map 8a and 8b) shows a similar number of projected acres. The projections and map are different because of the uncertainty and unpredictability regarding when land will become available for development, in large part due to property owner’s decisions. Additionally, this plan prioritizes a combination of infill development, redevelopment, and new development both within the City’s existing boundaries and beyond. The amount of infill and redevelopment that takes place will also impact the amount of additional land that will be needed beyond Tomah’s existing boundaries. The combination of these factors results in the need to provide flexibility in the amount of land shown for future development on the Future Land Use Map (Map 8a and 8b), the projections above, and the recommendations of this plan.

Future Land Use Map

As depicted on Map 8a and 8b, the breakdown of future land uses within the City of Tomah's boundaries are shown below.

Future Land Use Category	Acres	Percentage
Agriculture	9.8	0.2%
Airport	196.8	3.7%
Downtown Mixed Use	58.1	1.1%
High Density Residential	303.6	5.7%
Long-Term Growth Area	0.0	0.0%
Manufactured Residential	85.5	1.6%
Medium Density Residential	729.7	13.6%
Parks, Recreation, and Open Space	1,013.5	19.0%
Planned Mixed Use	552.6	10.3%
Planned Neighborhood	116.8	2.2%
Public and Institutional	462.7	8.7%
Regional Mixed Use	1,108.5	20.7%
Rights-of-Way	705.9	13.2%
Rural Commercial	0.0	0.0%
Unsewered Residential	2.3	0.0%
Total	5,345.8	100%

Source: V&A, 2024

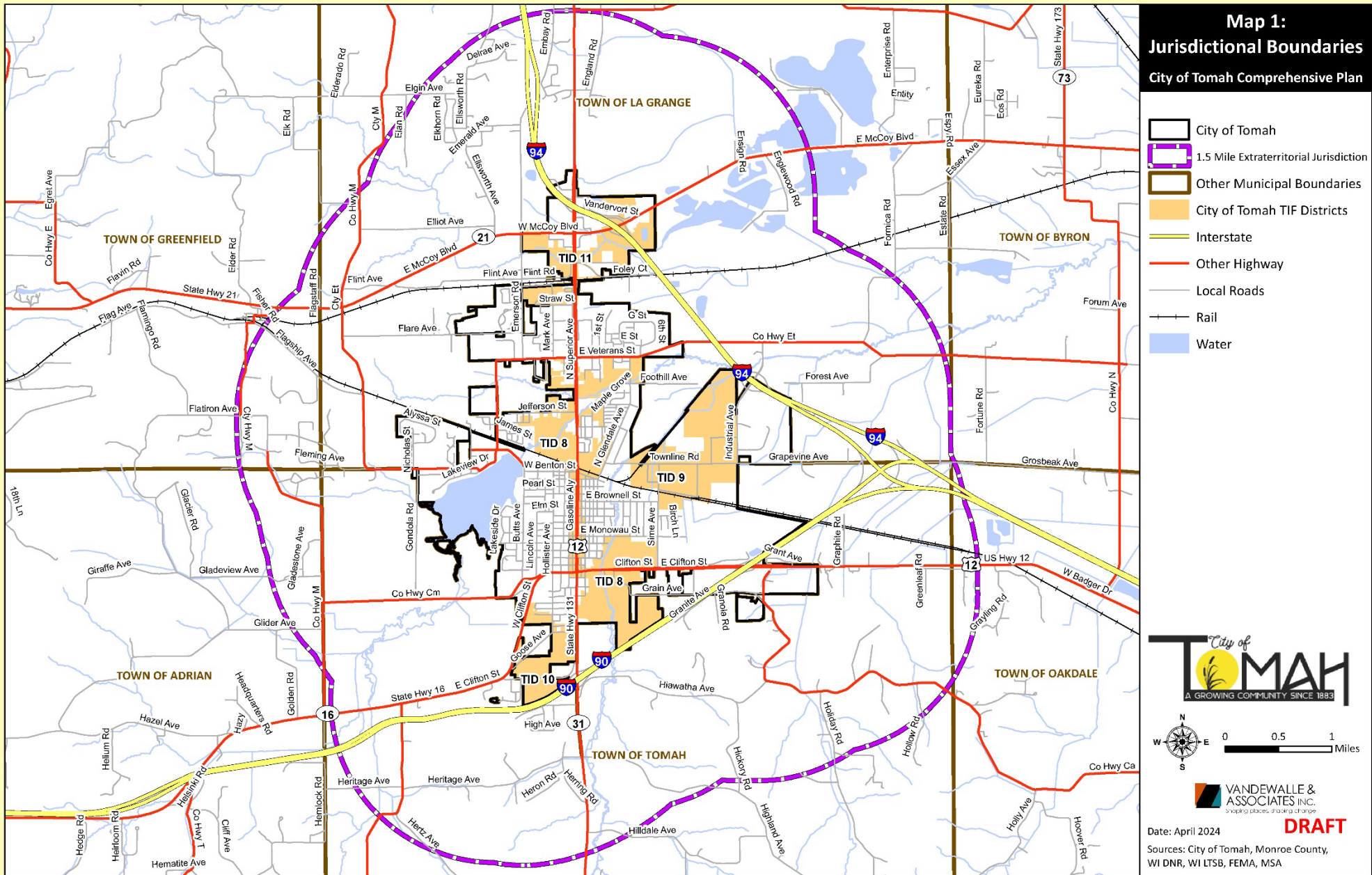
Contaminated Sites

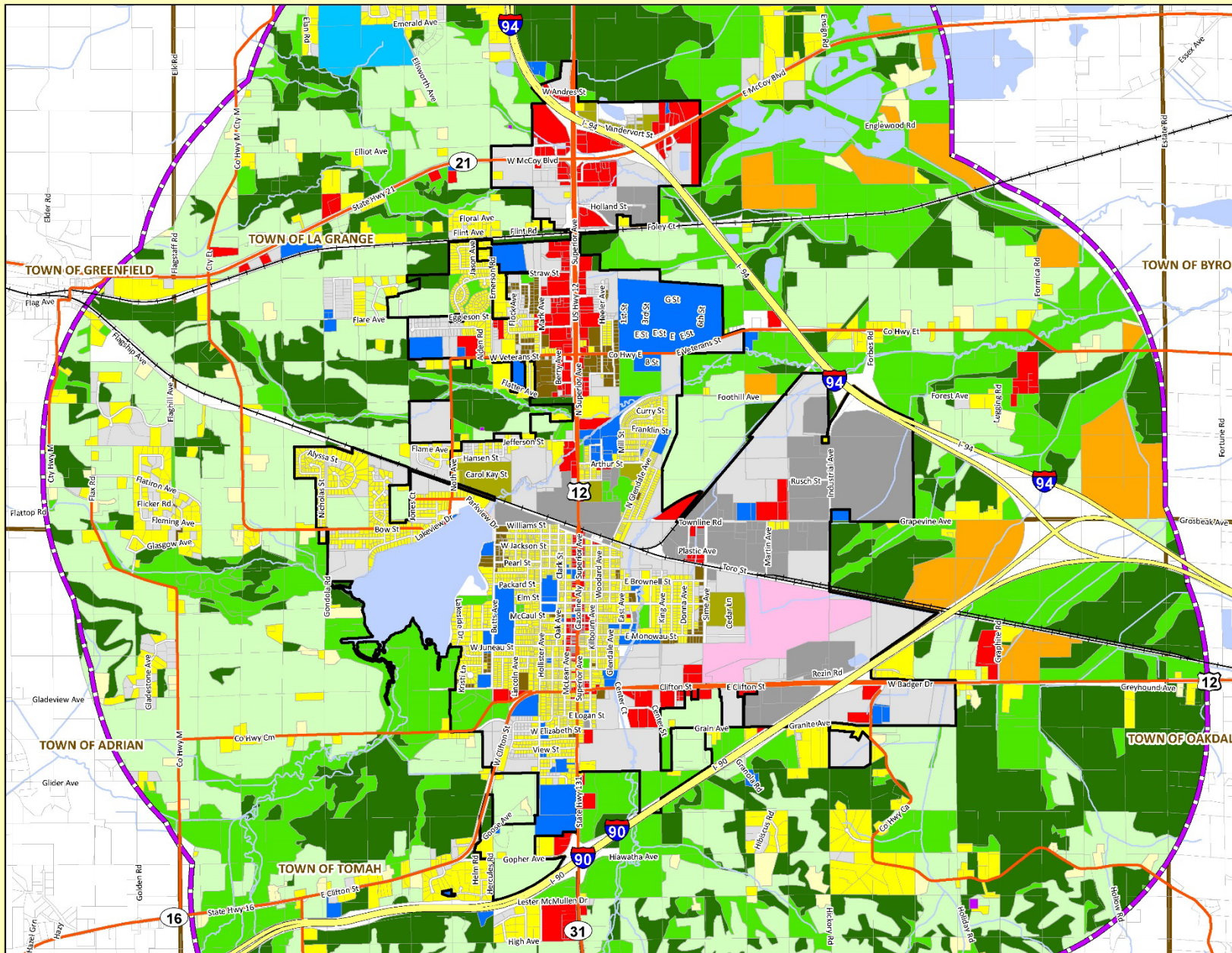
Brownfields sites can offer a glimpse into the industrial history of an area as well as provide prime sites for redevelopment. According to the Wisconsin DNR's Contaminated Site Program, there are 30 closed and 13 open environmental remediation sites.

Open Environmentally Contaminated Sites

Activity Number	Activity Name	Address
02-42-000009	Engelien Wood Preserving Pesticide	800 Townline Rd
02-42-000263	Tomah Armory	520 Mill St
02-42-000264	Tomah Fairgrounds	1625 Butts Ave
02-42-000265	Tomah Sanitary LF	Noth Ave & Cth Et
02-42-120750	Cp Rail System TCE Site	205 N Superior Ave
02-42-240977	S & I Cooper Scrap Yard	205 N Superior Ave
02-42-266634	CP Railway Burn Pit	205 N Superior Ave
02-42-525072	Band Box Cleaners Inc	1217 Superior Ave
02-42-526095	Tomah Cty Garage	515 E Monowau St
02-42-577991	US VA Medical Center Tomah	500 E Veterans St
02-42-592889	Amtrak Station	121 W Washington St
03-42-590207	XPO Logistics	1710 Winnebago Ave
08-42-555475	Blue Poly Drum	310 N Superior Ave

Source: WI Department of Natural Resources BRRT





Map 7: Existing Land Use

City of Tomah Comprehensive Plan

- City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
- Existing Land Use**
- Agriculture
 - Water Agriculture
 - Farmstead
 - Single-Family Residential
 - Manufactured Residential
 - Multi-Family Residential
 - Commercial
 - Communications
 - Industrial
 - Parks, Recreation, and Open Space
 - Wooded Lands
 - Golf Course
 - Public and Institutional
 - Airport
 - Vacant
 - Parcels
 - Interstate
 - Other Highway
 - Rail
 - Water

City of
TOMAH
A GROWING COMMUNITY SINCE 1883

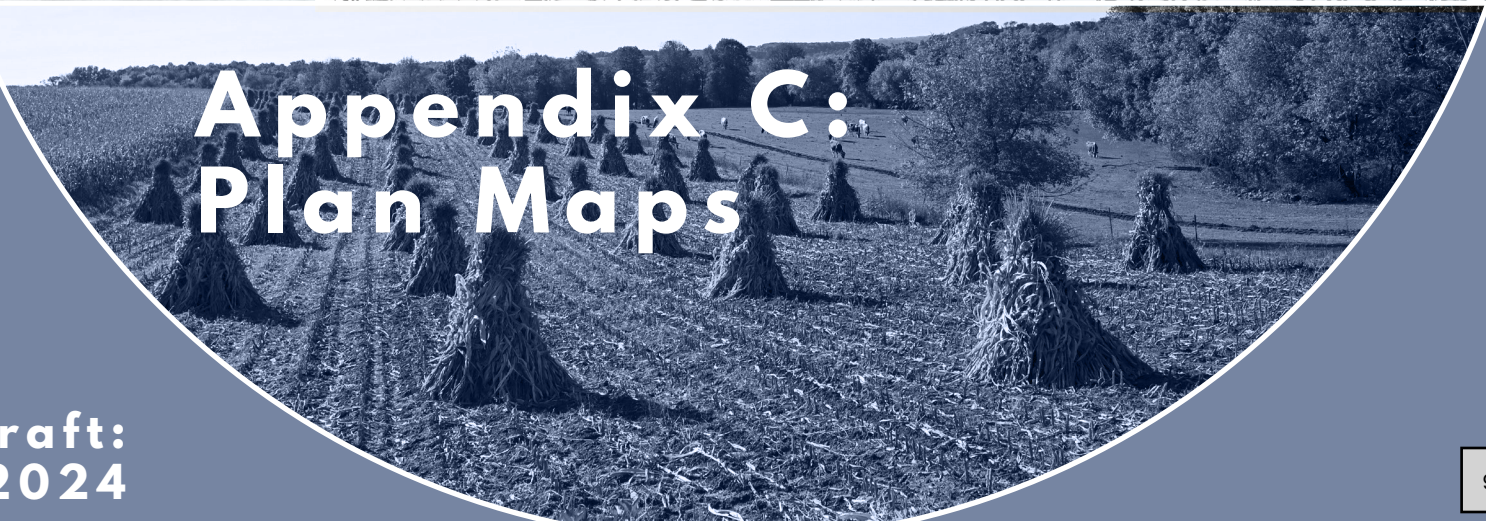
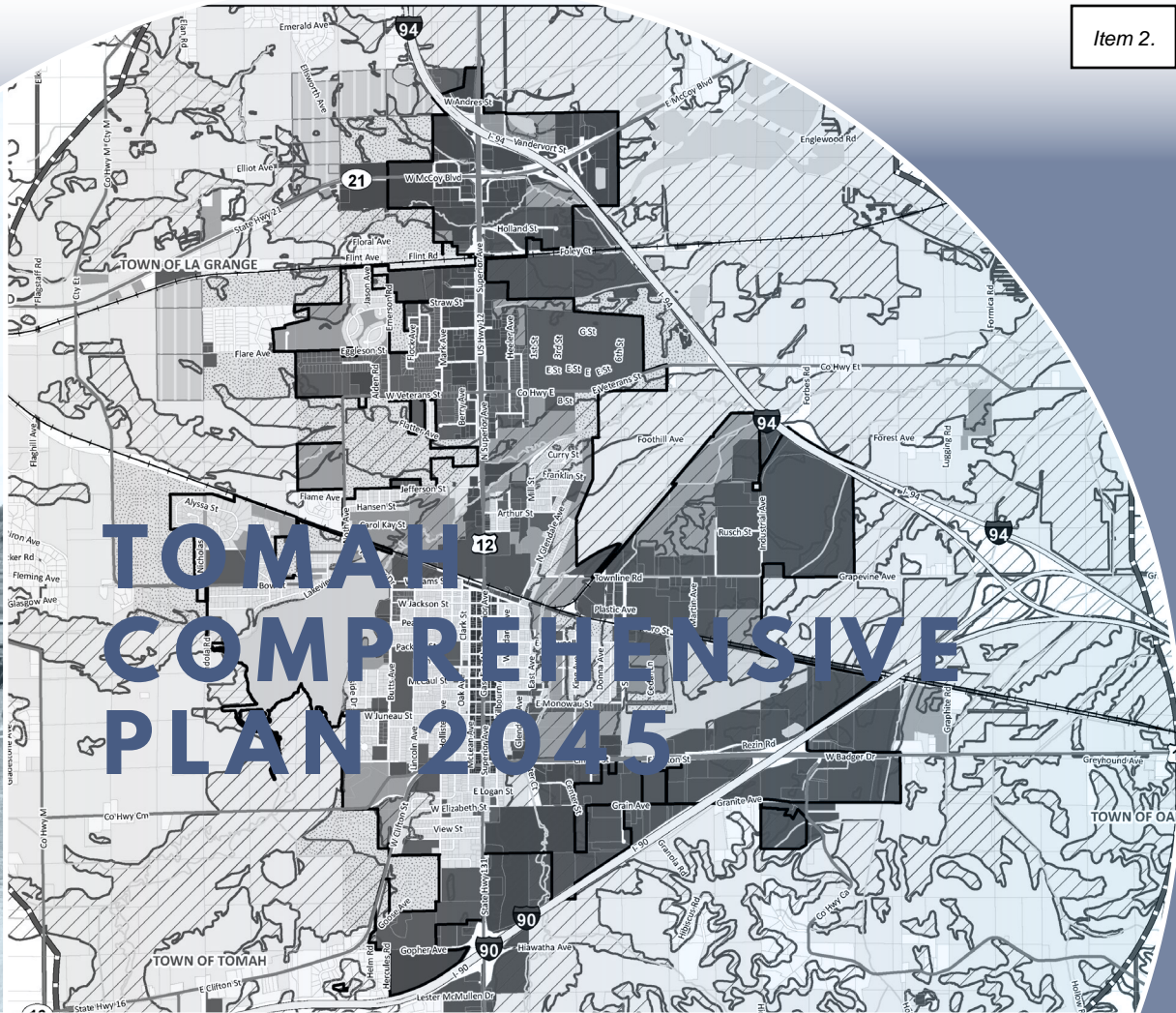
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Date: April 2024
Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

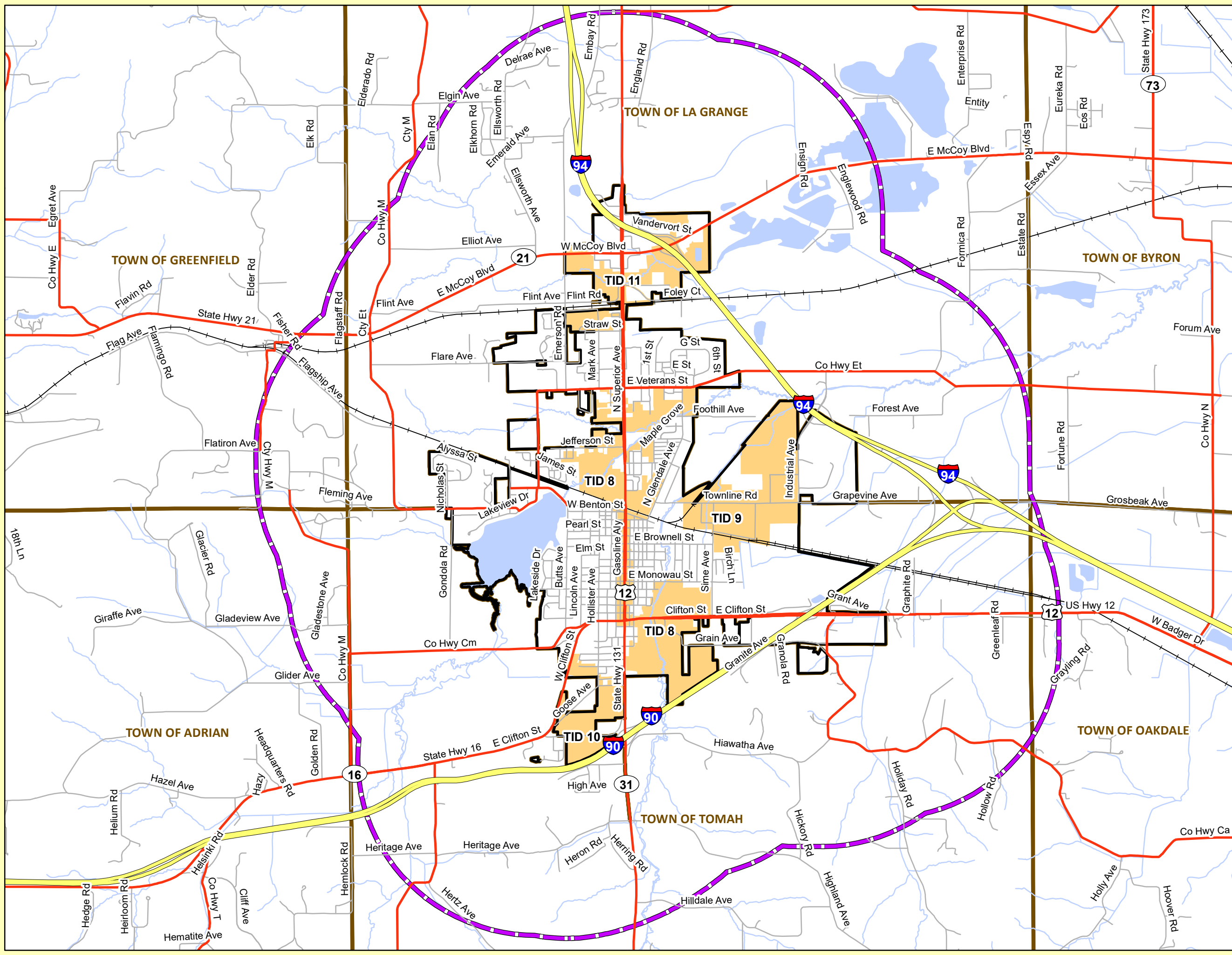











Appendix C: Plan Maps

Final Draft:
July 2024

Map 1: Jurisdictional Boundaries

City of Tomah Comprehensive Plan



-  City of Tomah
-  1.5 Mile Extraterritorial Jurisdiction
-  Other Municipal Boundaries
-  City of Tomah TIF Districts
-  Interstate
-  Other Highway
-  Local Roads
-  Rail
-  Water



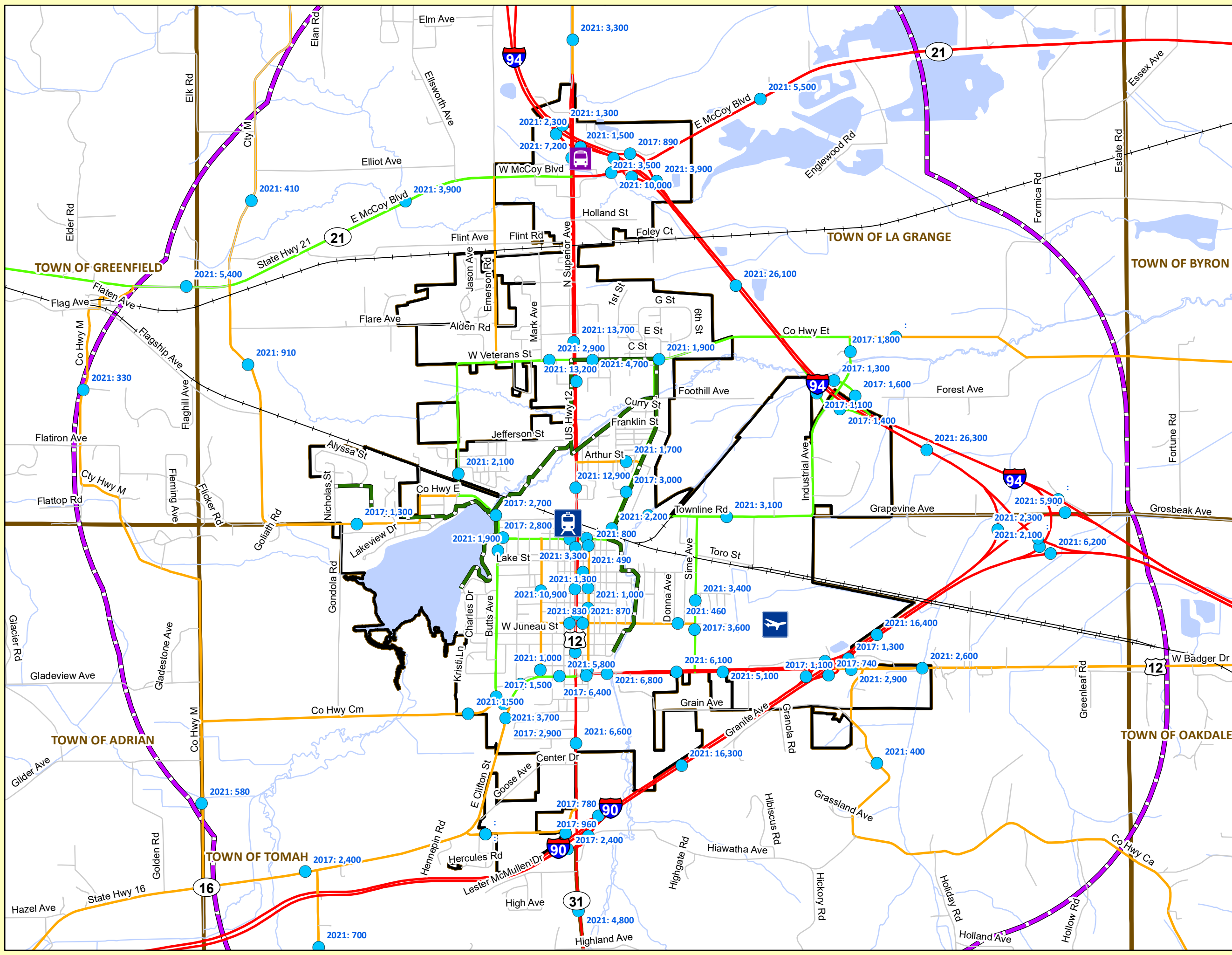
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Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA

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Map 2: Transportation Facilities

City of Tomah Comprehensive Plan



- City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
 - Bike/Pedestrian Trails
 - Rail
- Functional Classification**
- Principal Arterial
 - Minor Arterial
 - Collector
 - Local Road
- Avg. Daily Traffic Counts
 - Airport
 - Amtrak Station
 - Bus Station
 - Water

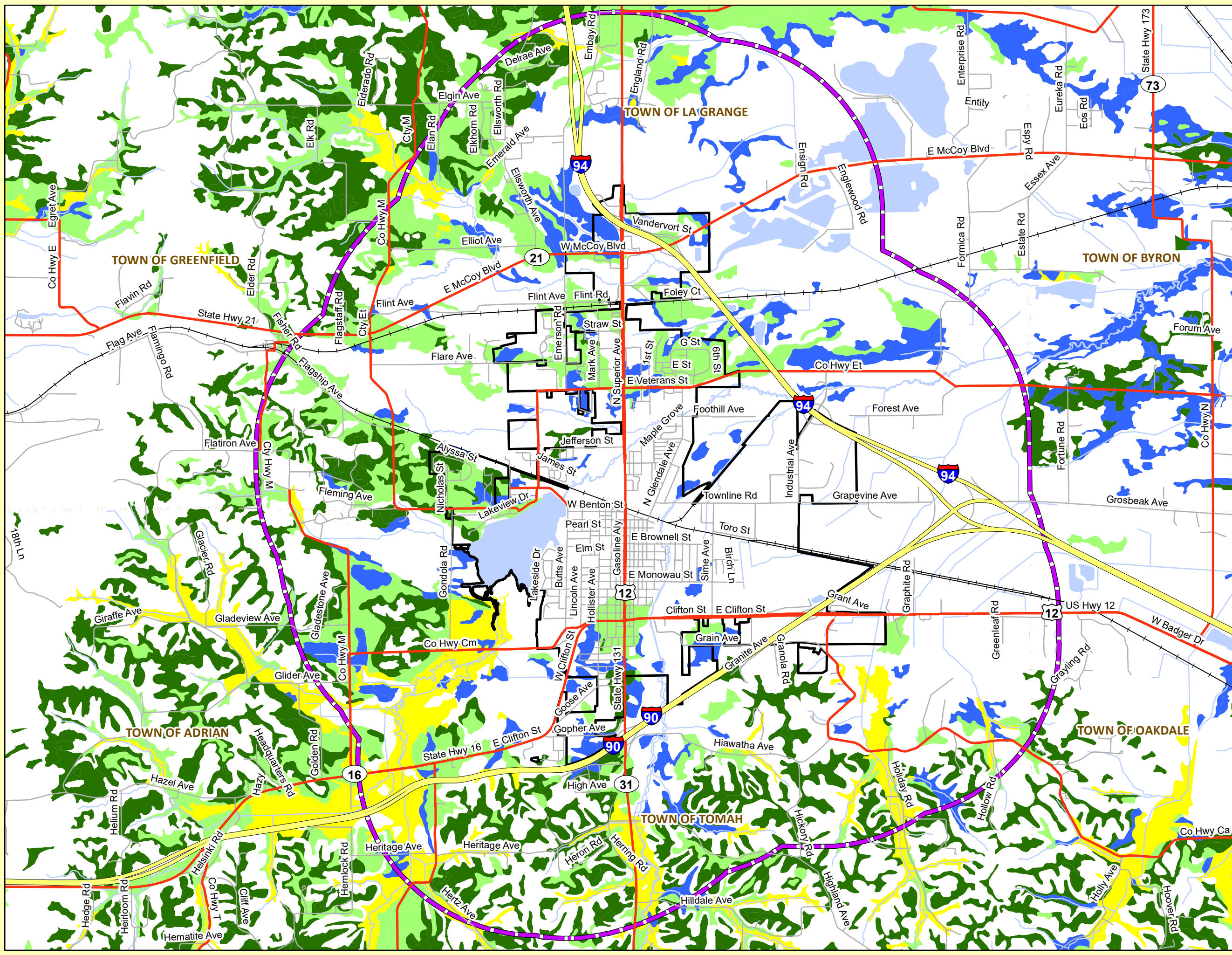


Date: April 2024
Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA

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Map 3: Agricultural Soil Productivity Item 2.

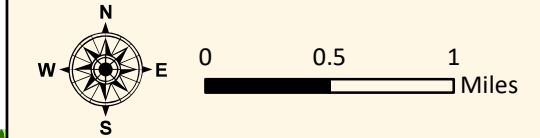
City of Tomah Comprehensive Plan



- City of Tomah
- 1.5 Mile Extraterritorial Jurisdiction
- Other Municipal Boundaries

Agricultural Soil Classification

- Not prime farmland
- All areas are prime farmland
- Prime farmland if drained
- Prime farmland if drained and protected from flooding
- Farmland of statewide importance
- Interstate
- Other Highway
- Local Roads
- Rail
- Water



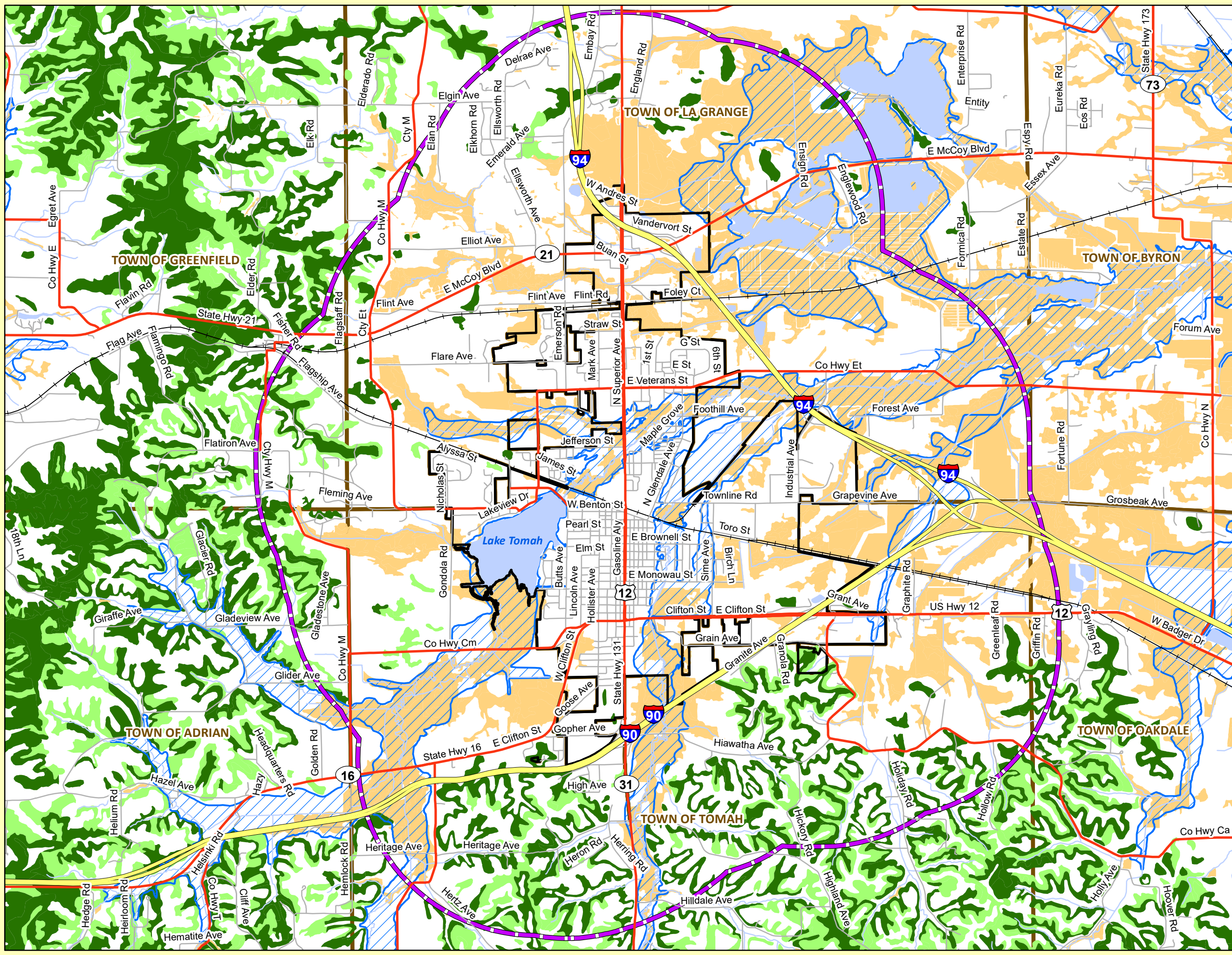
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Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

Map 4: Environmental Features

City of Tomah Comprehensive Plan



-  City of Tomah
-  1.5 Mile Extraterritorial Jurisdiction
-  Other Municipal Boundaries
-  100 Year Floodplain (FEMA)
-  DNR Wetlands
-  12-20% Slopes
-  Over 20% Slopes
-  Interstate
-  Other Highway
-  Local Roads
-  Rail
-  Water

















Date: April 2024
Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

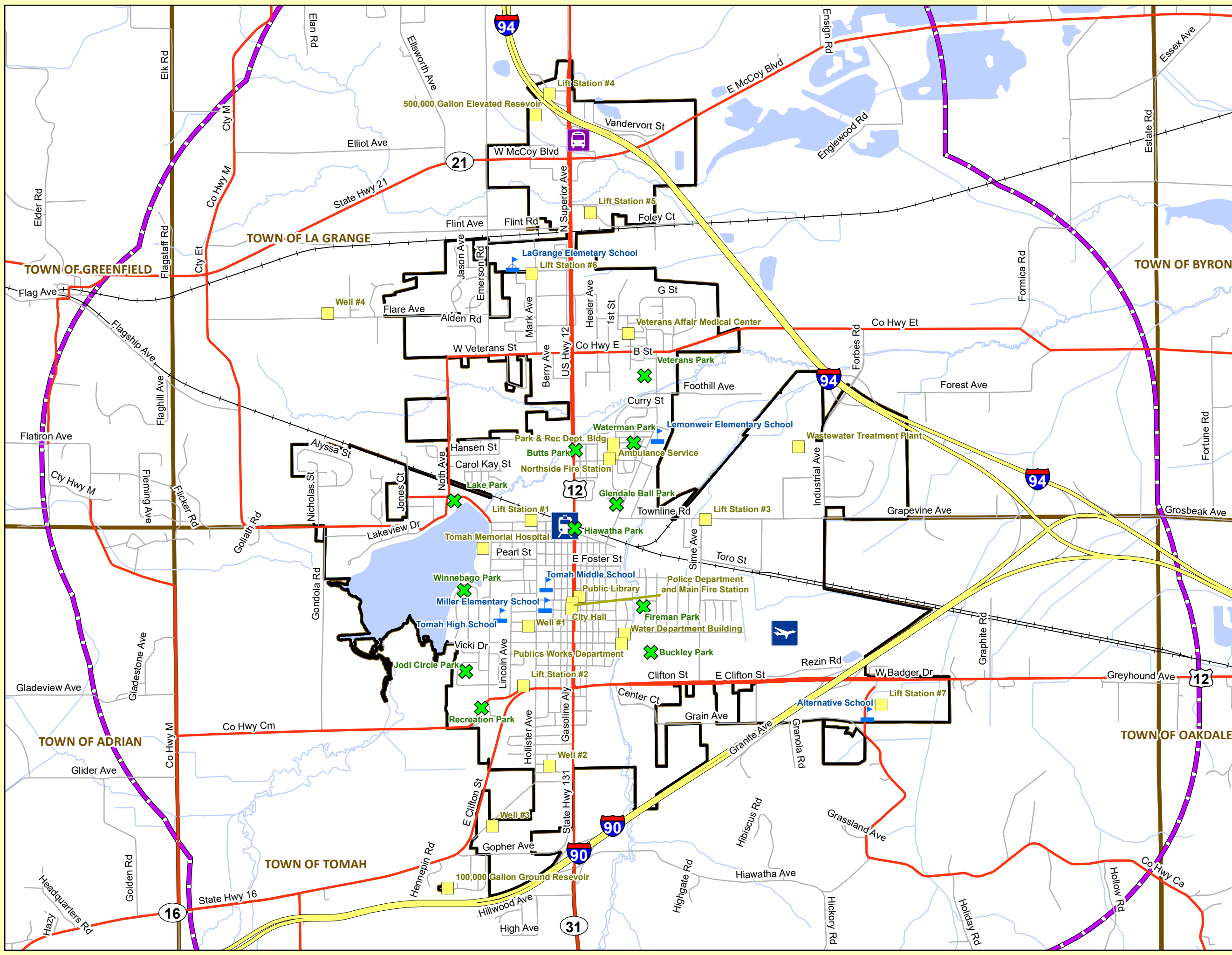
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Map 5: Community Facilities

City of Tomah Comprehensive Plan

Community Facilities

-  Schools
-  Government Buildings
-  Parks
-  Airport
-  Amtrak Station
-  Bus Station
-  City of Tomah
-  1.5 Mile Extraterritorial Jurisdiction
-  Other Municipal Boundaries
-  Interstate
-  Other Highway
-  Local Roads
-  Rail
-  Water

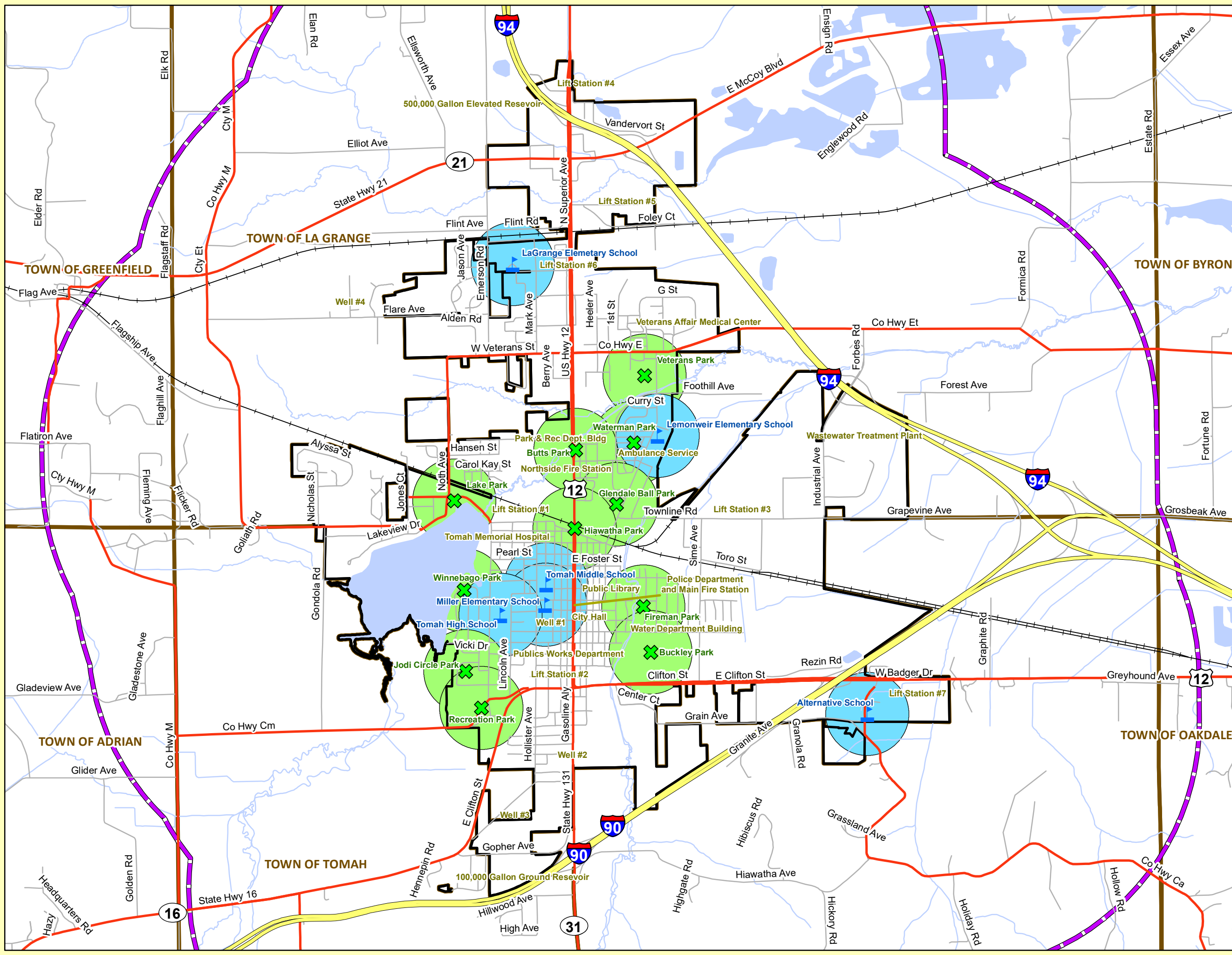


Date: April 2024 **DRAFT**

Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

Map 6: Park Service Areas

City of Tomah Comprehensive Plan



Park and Education Facilities

- Schools
- Parks

0.25 Mile Walkable Service Area

- School Service Area
- Park Service Area
- City of Tomah
- 1.5 Mile Extraterritorial Jurisdiction
- Other Municipal Boundaries
- Interstate
- Other Highway
- Local Roads
- Rail
- Water

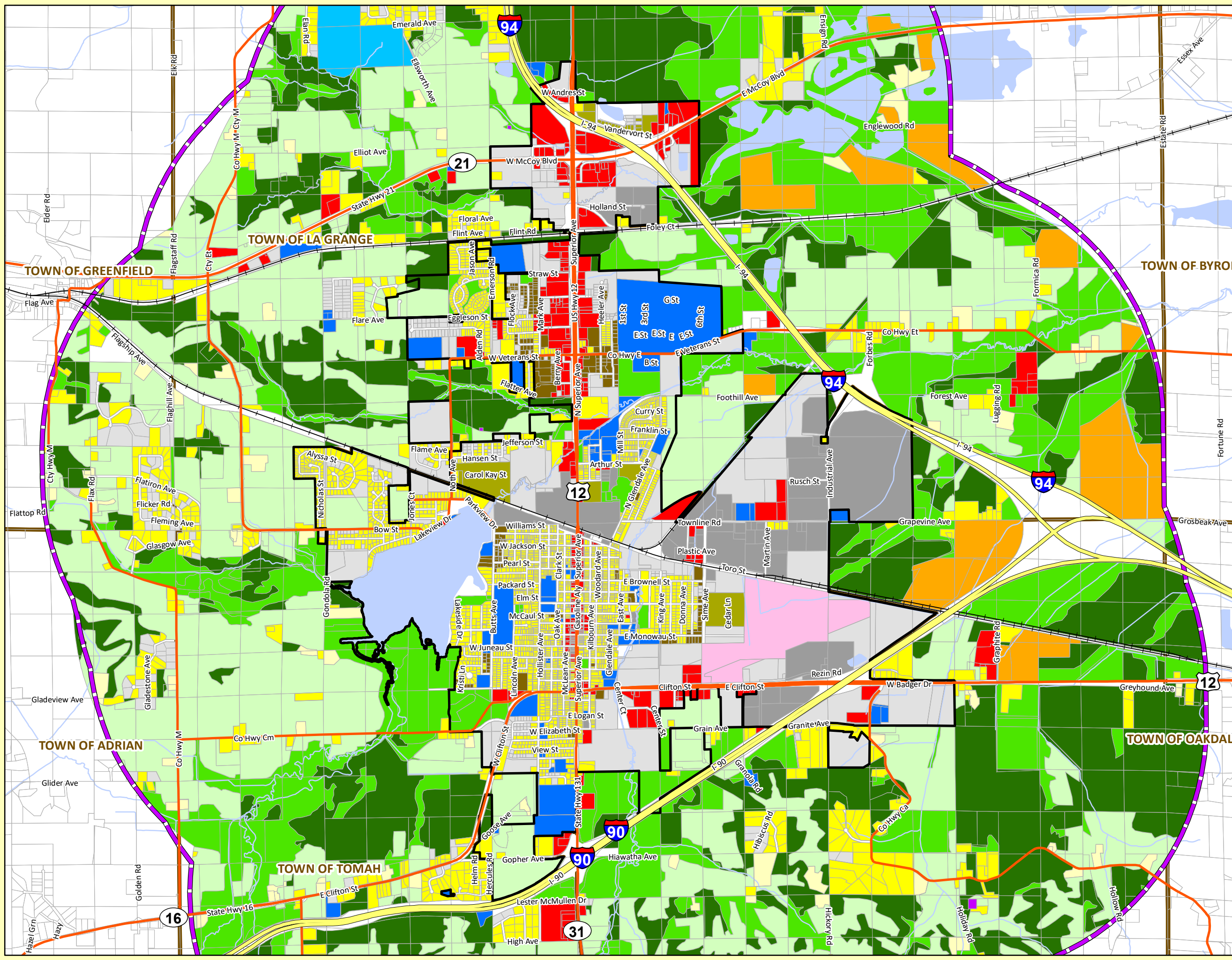


Date: April 2024
 Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

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Map 7: Existing Land Use

City of Tomah Comprehensive Plan



- City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
- Existing Land Use**
- Agriculture
 - Water Agriculture
 - Farmstead
 - Single-Family Residential
 - Manufactured Residential
 - Multi-Family Residential
 - Commercial
 - Communications
 - Industrial
 - Parks, Recreation, and Open Space
 - Wooded Lands
 - Golf Course
 - Public and Institutional
 - Airport
 - Vacant
 - Parcels
 - Interstate
 - Other Highway
 - Rail
 - Water



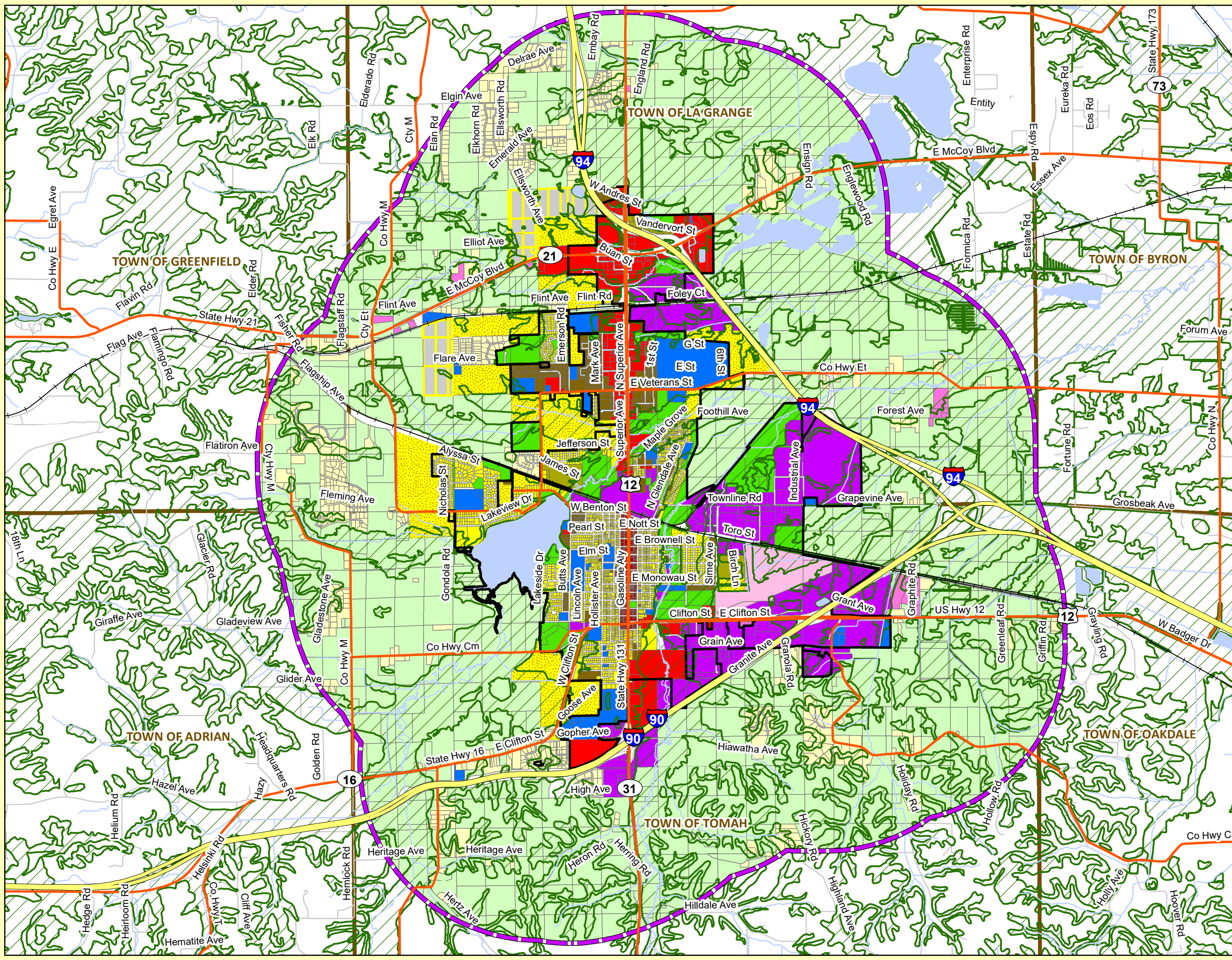
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Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

Map 8a: Future Land Use - ETJ Extent

City of Tomah Comprehensive Plan



- City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
 - Natural Resource Protection Area
- ### Future Land Use
- Agriculture
 - Unsewered Residential
 - Medium Density Residential
 - Manufactured Residential
 - High Density Residential
 - Planned Neighborhood
 - Rural Commercial
 - Planned Mixed Use
 - Regional Mixed Use
 - Downtown Mixed Use
 - Heavy Industrial
 - Parks, Recreation, and Open Space
 - Public and Institutional
 - Airport
 - Extraction and Disposal
 - Long-Term Growth Area
 - Interstate
 - Other Highway
 - Local Roads
 - Rail
 - Water



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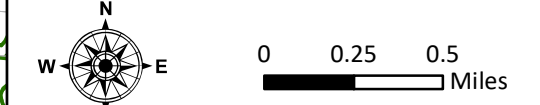
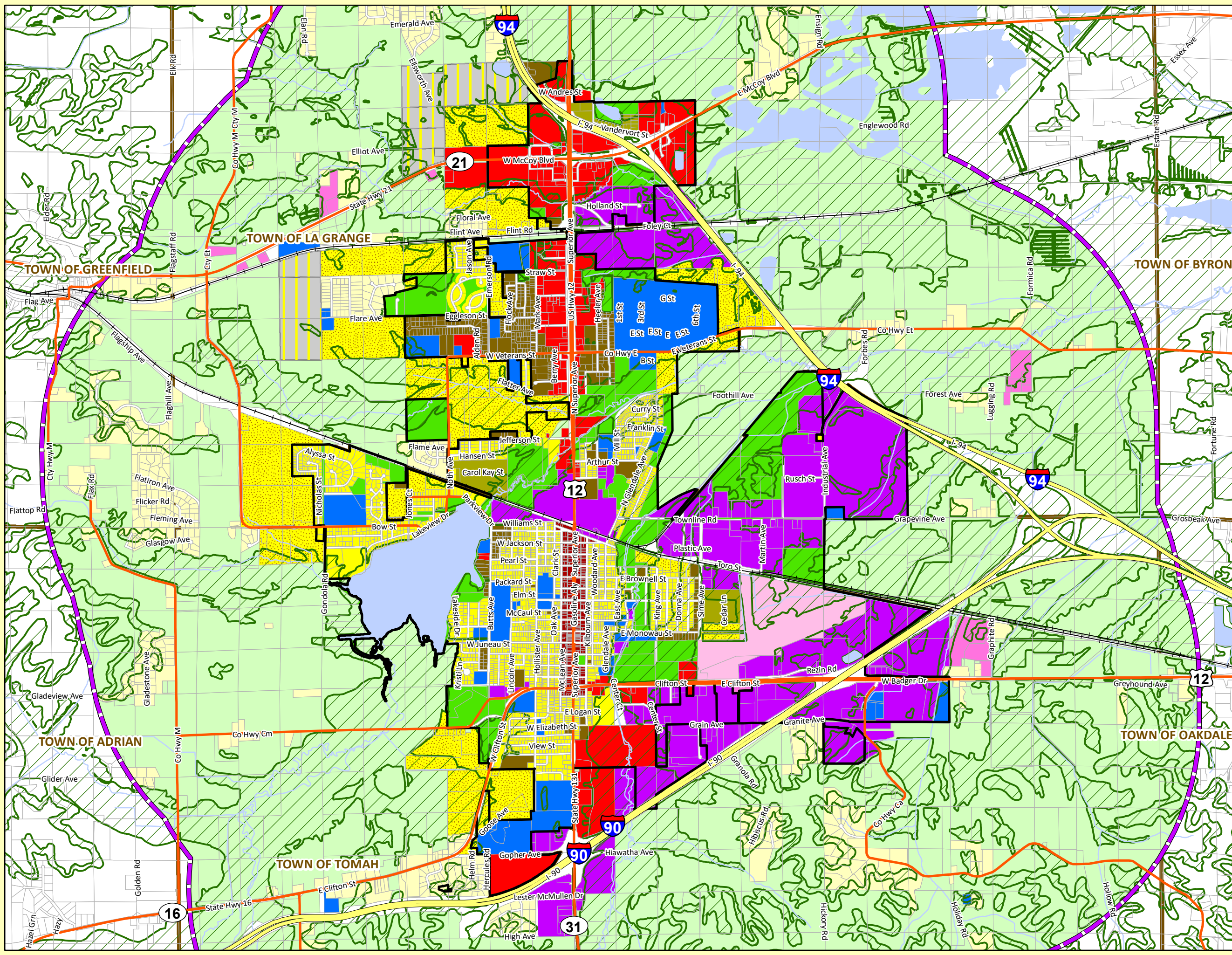
Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA

Map 8b: Future Land Use - City Extent

Item 2.

City of Tomah Comprehensive Plan

- City of Tomah
 - 1.5 Mile Extraterritorial Jurisdiction
 - Other Municipal Boundaries
 - Natural Resource Protection Area
- Future Land Use**
- Agriculture
 - Unsewered Residential
 - Medium Density Residential
 - Manufactured Residential
 - High Density Residential
 - Planned Neighborhood
 - Rural Commercial
 - Planned Mixed Use
 - Regional Mixed Use
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 - Parks, Recreation, and Open Space
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 - Extraction and Disposal
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 - Parcels
 - Interstate
 - Other Highway
 - Rail
 - Water



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Date: April 2024 **DRAFT**

Sources: City of Tomah, Monroe County, WI DNR, WI LTSB, FEMA, MSA, USDA



TOMAH COMPREHENSIVE PLAN 2045



Final Draft:
July 2024

ACKNOWLEDGEMENTS

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 Alderperson Nicole Hart
 Alderperson Patrick Devine
 Alderperson Nellie Pater
 Alderperson Dean Peterson
 Alderperson Travis Scholze
 Alderperson Richard Yarrington
 Alderperson Shawn Zabinski

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1. INTRODUCTION

CHAPTER 1: INTRODUCTION

This chapter provides the foundation for the Comprehensive Plan, outlining why we plan, the planning process, Smart Growth Planning, and the planning area. In addition, Chapter 1 also provides community background information including key community indicators, a summary of existing plans relevant to this study, and a summary of public feedback gathered throughout the planning process.

WHY PLAN?

It is difficult to know what the future may bring for Tomah, or for any community. As residents and businesses come and go, and economic trends rise and fall, changes will occur. The purpose of this plan is to establish a shared vision for Tomah to guide future actions and decisions. This guidance provides predictability and consistency over time, which encourages investment. We plan so that we can act and react in a changing world with a confident understanding of our common values and goals.

PLAN MAINTENANCE

This planning document is a “living” guide for growth and change in the City of Tomah. The plan represents the City’s best effort to address current issues and anticipate future needs; however, it can and should be amended from time to time if conditions warrant reconsideration of policies in this plan. If decisions are being made that are not consistent with this plan, then the plan has lost its relevance and should be amended. The process of amending the comprehensive plan should not be onerous, but it should trigger a brief pause to consider again the long-term vision for the community. This plan’s value is dependent upon frequent use and occasional updates.

WISCONSIN SMART GROWTH PLANNING

Wisconsin’s “Smart Growth” planning law [s. 66.1001 Wis. Stats.] was adopted in October of 1999. The law requires that, after January 1, 2010, if a local government unit enacts or amends any of the following ordinances, the ordinance must be consistent with that local governmental unit’s comprehensive plan:

- Official maps
- Local subdivision regulations
- General zoning ordinances
- Shoreland/wetland zoning ordinances

The Wisconsin Smart Growth Law does not mandate how communities should grow, rather it requires that communities and state agencies consider Smart Planning Principles when planning for the future and provides guidance concerning important elements local plans should include.



COMPREHENSIVE PLANNING GUIDANCE

The Wisconsin Smart Growth Law outlines 9 elements that must be included in a community's comprehensive plan:

- Issues and opportunities
- Housing
- Transportation
- Utilities & community facilities
- Agricultural, natural & cultural resources
- Economic development
- Intergovernmental cooperation
- Land Use
- Implementation

The City of Tomah has chosen to slightly modify the terminology used throughout this plan from that used in state statute. For example:

- Issues and Opportunities has been modified to Demographics.
- Transportation has been modified to Mobility & Transportation.
- Economic Development has been modified to Economic Prosperity.
- Utilities and Community Facilities has been modified to Community Facilities & Services.
- Intergovernmental Cooperation has been modified to Collaboration & Partnerships.
- Cultural Resources has been split off from Agricultural and Natural Resources into its own element titled Community Character.

While the City has chosen to deviate slightly from the terminology used in state statute the prescribed requirements from Wis. Stats. 66.1001 are still addressed in their entirety throughout this plan. The final 10 elements of this plan are:

- Demographics
- Housing
- Mobility & Transportation
- Economic Prosperity
- Agricultural & Natural Resources
- Community Facilities & Services
- Community Character
- Collaboration & Partnerships
- Land Use
- Implementation



PLAN ORGANIZATION

The organization of the plan is based both on the planning process and the guidance provided by the Wisconsin Smart Growth Legislation. The plan is divided into four chapters, plus several important appendices.

Chapter 1: Introduction

Chapter 1 discusses the role of the plan, the Wisconsin Smart Planning Act, the planning area boundaries and regional context, and Tomah's previous planning efforts.

Chapter 2: Vision, Goals, Objectives, and Policies

Chapter 2 presents a vision for the future of the community and describes goals, objectives, and policies to achieve that vision. This chapter addresses all planning elements except implementation, which is addressed in separate chapters.

Chapter 3: Future Land Use

Chapter 3 defines categories of land use and features a Future Land Use map showing where each use will be permitted.

Chapter 4: Implementation

Chapter 4 describes the process for adopting and amending the plan, tools and procedures by which the plan will be implemented, and a set of actions to be pursued in the next 10 years to help the City realize the vision, goals, and objectives in this plan.

Appendix A: Public Participation Plan

Appendix A includes a copy of the public participation plan and all feedback gathered throughout the planning process.

Appendix B: Community Indicators

Appendix B is a compilation of data and maps that describes the existing conditions, trends, and projections for the City of Tomah. This data informs the planning process and should be updated from time to time to track progress and change in the City.

PLANNING PROCESS

In late 2023, the City of Tomah engaged Vandewalle & Associates, to assist in updating its Comprehensive Plan complying with Wisconsin's "Smart Growth" requirements, State Statute 66.1001. The City completed the City's first comprehensive plan in March of 2003 and a subsequent update in September of 2013. Per SS 66.1001. A comprehensive plan must be updated every 10 years.

As required by SS 66.1001, every community must adopt a public participation plan at the beginning of the planning process. The purpose of the public participation plan is to define procedures for public involvement during every stage of the planning process (See Appendix A for the complete Public Participation Plan). Key components of the planning process included an online community survey, review meetings with the Plan Commission and Long Range Planning Commission, and a public hearing prior to adoption of the updated plan.

PROJECT SCHEDULE

- Plan Commission and City Council Adopt Project Participation Plan (January 2024)
- Online Survey (January-February 2024)
- Staff, Long Range Planning Committee, and Plan Commission Review (March-April 2024)
- Public Review Period (May-June 2024)
- Long Range Planning Committee, Plan Commission, and City Council Public Hearing and Adoption Meetings (July 2024)

PLANNING AREA

The study area for this plan includes all lands in which the City has both a short- and long-term interest in planning and development activity. The Planning Area includes all lands within the current municipal limits and within the City's potential 1.5-mile extraterritorial jurisdiction. The City is approximately 5,026 acres (7.85 square miles). The entire Planning Area is approximately 25,497 acres (39.84 square miles). Refer to the maps in Appendix C.

HISTORY OF TOMAH

Tomah was founded by Robert E. Gillette in 1855 and was incorporated 28 years later in 1883. Robert and his son Robert A. named the city after hearing a tale of a Native American Legend, a Chief named Thomas (pronounced "Tomah") Carron who built a council house at the intersection of where the Menomonee and Winnebago tribes met.

When you are driving down Tomah's City Center on Superior Avenue, you are driving on "Gasoline Alley," a constant reminder of Comic Strip originator Frank King and the characters: Uncle Walt, Phyllis, Skee-zix, and all of the rest published in over 300 daily newspapers with a daily combined readership of over 27,000,000.

King's pictures began to arouse a lot of interest. Ideas for a progressive comic strip and Gasoline Alley came to him many years later when he was employed by the Chicago Tribune. Prior to that he worked for a newspaper in Minneapolis as an illustrator. During World War I he was overseas sketching scenes of the war for publication in United States newspapers. He also worked for the Chicago Examiner in his early days.

King has been praised widely for his natural, wholesome credible characteristics. His drawings have been exhibited as "Distinctive American Art" in many places. He had a one-man show in Springfield, Illinois and Buffalo, New York. In 1959, the National Cartoonist Society named him cartoonist of the year, and the same group judged "Gasoline Alley" best of the year. King saw the plot of the feature as developing progressively further. Skee-zix, as Dad Walt, will change from father to grandfather.

Frank King Died in 1969 at the age of 89 years and was buried beside his wife in Oak Grove Cemetery in Tomah. Frank King was and continues to be one of Tomah, Wisconsin's true keepsakes.

The City of Tomah has three Industrial Parks. Due to Tomah's location, midway between Milwaukee and Minneapolis and where the state's interstate system divides, it provides for a prosperous industrial development environment. Distribution facilities, local and statewide trucking firms enjoy the advantages Tomah has to offer. From Lake Tomah to Recreation Park, visitors and residents enjoy many recreational opportunities. Tomah is also located between Fort McCoy and Volk Field and is fortunate to have the Tomah VA Medical Center in the community. Tomah residents also have the opportunity to obtain quality healthcare services from two hospital affiliated clinics (Mayo Health Care System and Gundersen Lutheran) as well as Tomah Memorial Hospital. The Tomah School District offers students a quality, well- rounded education and geographically is among the largest in the State of Wisconsin.

Governed by an elected Mayor and Common Council, a Senior Executive Team supervises the daily municipal services offered to residents. We are fortunate to have the Tomah Area Ambulance Service, Fire Department and Police Department services available to residents.



REGIONAL CONTEXT

Tomah is located in Monroe County Wisconsin midway between Milwaukee and Minneapolis, where Interstate 90 and Interstate 94 divide. Tomah has embraced its identity as “a Growing Community since 1883”. The city is bordered by the Towns of Tomah (south) and La Grange (North).

The Tomah area lies on the edge between two major geographic areas in Wisconsin, the unglaciated driftless area and the central sand plains. The topography of the City of Tomah is mostly flat to gently rolling. The areas to the east and northeast of the City, within the Town of La Grange, are primarily characterized as flat. To the northwest and west of the city, the terrain is rolling to hilly. Most of the area within the Town of Tomah, south of the city and I-90 is hilly.

Table 1.1: Major Cities Near Tomah, 2022

City	Population*	Distance from Tomah (approx. miles)
Mauston	4,311	28
Black River Falls	3,488	31
Sparta	10,009	15
La Crosse	52,043	43
Wisconsin Dells & Lake Delton	6,963	47
Eau Claire	69,098	81
Madison	268,098	99

*Source: U.S. Census Bureau, 2018-2022 ACS 5 year estimates.

KEY COMMUNITY INDICATORS

Population trends for the City of Tomah show a 5.2% increase in population between 2010 and 2020, compared to 3.6% for Monroe County and 3.6% for the State during the same period. During that same period, the adjoining towns of La Grange and Tomah grew by -2.9% and 6.3%, respectively.

Over the past 20 years (2000-2020) the population in the City of Tomah grew by 16.7%, in Monroe County by 18.0%, and in the State by 14.0%.

Projections are important components of the planning process and provide a guide for decision makers. Since the market has fluctuated over the past 30 years, it is important to factor in multiple projection scenarios to account for the various outcomes that could occur in the future. Seven different population projection scenarios for the City through the year 2045 were calculated and compared. Details on those calculations can be found in Appendix B. Based upon those scenarios, the City’s population is projected to be between 10,436 and 11,451 in the year 2045. The preferred population projection for this report was the linear growth rate based on population changes between 1990-2023 because it represents both the largest sample size and accounts for both pre- and post-Recession. Based on this methodology, the City’s population is projected to be 10,327 in 2035. In 2045, the population is projected to increase to 10,939. Tomah is a relatively balanced city in terms of demographics. In 2022, 20% of the City population was over the age of 65, and the age group with the highest population in the City was those age 25 to 34 years (14%). The median age in the City was 42 which is slightly higher than the median age for the County (40) and the Wisconsin median age of 40.

Additional community indicators are summarized in Appendix B.

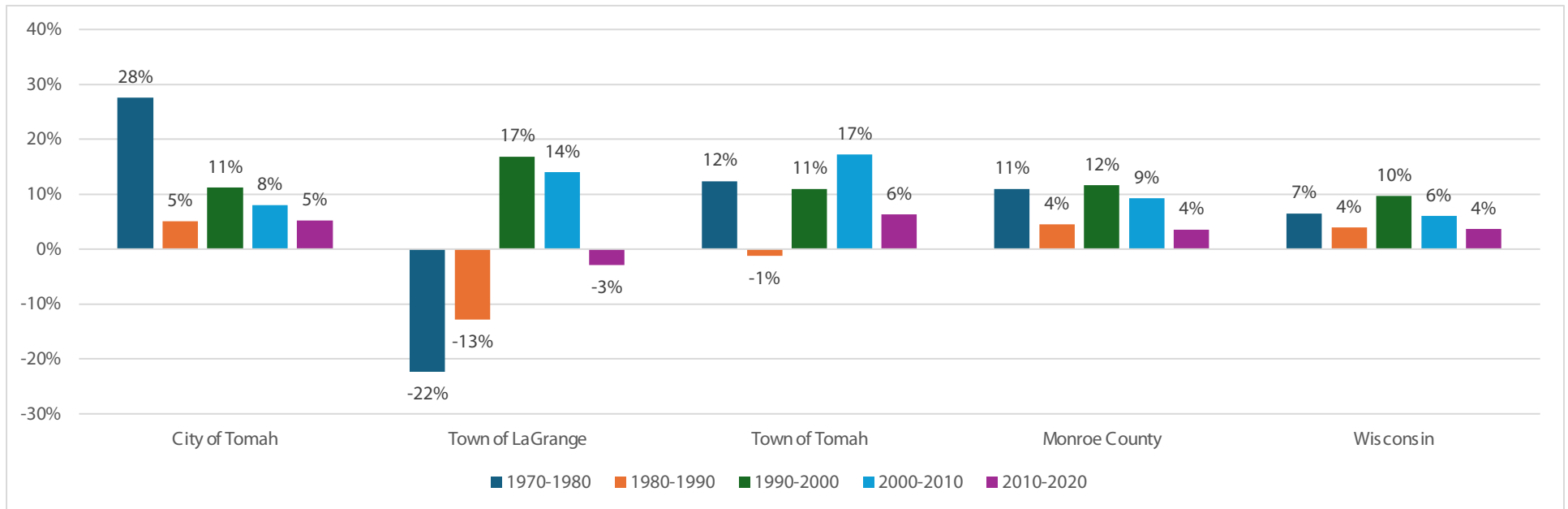
Table 1.2: Population Trends

	City of Tomah	Town of LaGrange	Town of Tomah	Monroe County	Wisconsin
1930	3,354	n/a	n/a	28,739	2,939,006
1940	3,817	n/a	n/a	30,080	3,137,587
1950	4,760	n/a	n/a	31,378	3,434,375
1960	5,321	n/a	n/a	31,241	3,951,777
1970	5,647	2,224	969	31,610	4,417,933
1980	7,204	1,728	1,089	35,074	4,705,642
1990	7,572	1,507	1,076	36,633	4,891,769
2000	8,419	1,761	1,194	40,899	5,363,675
2010	9,093	2,007	1,400	44,684	5,686,986
2020	9,570	1,948	1,488	46,274	5,893,718
2023*	9,592	2,494	1,474	46,399	5,951,400

Source: U.S. Census Bureau, 1930-2020 Census.

*Source: WisDOA 2023 Population Estimates by Municipality

Figure 1.1: Population Growth Rates



Source: U.S. Census Bureau, 1930-2020 Census.

EXISTING PLANS AND STUDIES

A number of existing plans were reviewed, and pertinent information helped to shape this plan.

City of Tomah 2003 and 2013 Comprehensive Plan

In 2003 the City of Tomah adopted its first comprehensive land use plan. The 2003 Comprehensive Plan and subsequent 2013 update for Tomah, WI was developed based on:

- A concern for and interest in the community’s future
- To prevent or deal with conflicts in land use
- To protect the public safety, health, and general welfare
- Resource protection
- To protect property values and promote community economics
- To coordinate private land uses and public services.

The Comprehensive Plan has served as the City’s principal policy document, guiding everyday decisions to shape the community’s vision and future.

Capital Improvement Plan

The city maintains a five-year capital improvement plan which is updated annually by each department for approval by the City Council.

Town of Tomah and Town of La Grange Comprehensive Plans

The Town of Tomah and Town of La Grange both adopted their first comprehensive plans in 2007 to comply with the Wisconsin Smart Growth Legislation. The Town of Tomah completed a new comprehensive plan in 2024 in collaboration with Monroe County.

Monroe County Comprehensive Plan

The Comprehensive Plan for Monroe County represents an overall vision for the county. It was adopted in 2010 and most recently updated in 2014. The County incorporated individual community future land use plans and policies, for those that existed, into the overall County land use plan.



METHODS

Community Survey

In the months of January and February 2024, the City of Tomah conducted a community survey. The survey was designed to gather stakeholder opinions on a range of topics relevant to preparing a plan to guide growth and change in Tomah over the next 20 years. The survey covered change, quality of life, city facilities and services, economic development, housing, and land use and development. The majority of the questions asked in 2024 mirrored those from the 2013 Comprehensive Plan survey, offering the ability to track trends and changes that occurred over time. In total, 148 individuals responded to the survey 2024 survey and 299 responded to the 2013 survey.

In comparing the 2013 and 2024 surveys, a few key trends include:

- Top reasons to live in Tomah
 - 2013: 75% “Near Job”, 51% “Near Family and Friends”
 - 2024: 69% “Near Job”, 60% “Near Family and Friends”
- Ranking the quality of life in Tomah
 - 2013: 21% “Fair”, 67% “Good”, 8% “Excellent”
 - 2024: 31% “Fair”, 55% “Good”, 10% “Excellent”
- How often people leave Tomah to shop
 - 2013: Monthly (51%)
 - 2024: Monthly (45%)
- Increasing employment opportunities dropped significantly as a priority (2013: 43%, 2024: 18%)
- Items that remain high priorities:
 - Adding new recreational programming (52%) and facilities (42%)
 - Expanding options for sit-down restaurants (76%), department stores (66%), and downtown retail (71%).
 - Homes targeted at first time buyers (60%), veterans (60%), and seniors (50%).
 - Affordable housing units (64%) and single-family housing units (56%) over other housing formats (mobile homes, duplexes, apartments, and townhomes).
- Other highlights of the 2024 survey included: Top Challenges: infrastructure, housing, childcare, community facilities, economic development, public safety, education, community engagement, downtown revitalization, transportation, healthcare, affordability, community identity and well-being, development.
- Tomah’s Image: mixed overall perception of Tomah, focus on improving infrastructure, revitalizing downtown, and promoting economic and cultural development to enhance the community’s image and quality of life.
- Most of the respondents who live in Tomah do so because of its proximity to work and/or family and friends are located here. The majority of respondents travel less than 5 miles to work and work in the City of Tomah.
- Most respondents shop in Tomah at least weekly or more, but have to leave at least monthly to shop in other communities. Respondents would like to see more downtown shopping, sit-down restaurants, and general department and merchandise stores.



- The majority of respondents expressed satisfaction with the quality of life in Tomah. However, the top ways that could be improved include more: recreational facilities, retail options, and addressing infrastructure.
- Top priorities for infrastructure included: streets, bike routes and trails, sidewalks, public library, and public water supply.
- Top priorities for public services included: recreational programs (especially youth and senior-oriented), economic development, and affordable housing.
- Top housing priorities included a need for more starter homes, affordable units, housing for veterans, assisted living facilities, and single-family homes. This could be accomplished through future mixed residential neighborhood make ups, which was also prioritized over homogeneous neighborhoods.
- Most respondents indicated that housing supply, cost, and quality all need improvement in Tomah.
- Top land use priorities included the need for balanced growth of residential, commercial, industrial, mixed use, and green space.
- If financial incentives were utilized in the future, respondents supported those being allocated within the downtown area, but many also said it depends on the situation.
- Top priorities over the next 10 years include: education, public safety, infrastructure improvement, economic development, housing, community amenities, tourism, downtown revitalization, government efficiency and fiscal responsibility, community engagement, environmental sustainability, and civic pride and identity.
- Demographics:
 - 66% of respondents are 45 years old or older
 - 66% of respondents live in the City of Tomah
 - Nearly 90% of respondents live in a single-family home and own the home

Public Draft Comprehensive Plan Review Survey

The Draft Plan was posted to the City's website along with a video summary presentation and online survey opportunity. During the public review period, (May 23rd to June 24th) the City collected 84 total responses, and the video was viewed over 160 times. Below is a summary of the feedback received:

- Over 76% of respondents believe that the list of action items in the plan are a good/excellent list that encompasses the areas the City should be focused on over the next decade.
- The top ranked action items were: 1) Establish more indoor recreational facilities, 2) Revitalize downtown and the superior avenue corridor, 3) Focus on expanding economic development opportunities, 4) Improve the appearance of existing property conditions in Tomah, and 5) Improve and expand outdoor recreation facilities and parks throughout Tomah.
- Affordable housing remains a priority for respondents, along with indoor/outdoor recreational facilities, revitalizing downtown buildings, and efficient and effective use of tax dollars.





2. GOALS, OBJECTIVES, AND POLICIES



CHAPTER 2: GOALS, OBJECTIVES, AND POLICIES

This chapter presents a vision for the future of Tomah and describes goals, objectives, and policies to achieve that vision. Housing, Mobility & Transportation, Economic Prosperity, Agriculture & Natural Resources, Community Facilities & Services, Community Character, Collaboration & Partnerships, and Land Use are all addressed.

VISION STATEMENT

The following vision statement describes Tomah as we wish it to be in 2045, or sooner. This shared vision is the foundation of our plan – the goals, objectives, and policies that follow are all intended to help us realize this vision.

2045 City of Tomah Comprehensive Plan Vision Statement

Tomah is a complete community. Our natural resources, businesses, public services, infrastructure, recreational opportunities, and the greatest asset of all, our residents, makes Tomah a great place to live, work, shop, play, and stay.

Each element of the comprehensive plan contains goals, objectives, and policies established during the planning process based on public input (Appendix A) and the information contained in Appendix B. This section defines goals, objectives, and policies, as follows:

- **Goal:** A goal is a long-term target that states what the community wants to accomplish. Written in general terms, the statement offers a desired condition.
- **Objective:** An objective is a statement that identifies a course of action to achieve a goal. They are more specific than goals and are usually attainable through planning and implementation activities.
- **Policy:** A policy is a specific rule of conduct or course of action intended to help the City achieve the goals and objectives of the plan. Policies using the words “shall” or “will” are firm commitments by the City – all future actions and decisions made by the City should be consistent with these policies, unless unforeseen reasons arise which make a policy impractical to adhere to. Such occasions should be rare and probably indicate a need to amend this plan according to the procedures in Chapter 4. Policies using the words “should,” “encourage,” “discourage,” or “may” are intended to serve as a guide for City decisions and actions.

TOMAH’S GOALS FOR A BETTER FUTURE...

- Tomah’s neighborhoods will offer safe, attractive, and diverse housing options.
- Tomah will provide a safe, efficient, multi-modal, and well-maintained transportation network.
- Retain, expand, create, and attract businesses that strengthen and diversify the local economy, grow the tax base, and enhance employee wages and benefits.
- Reinforce the character of the city and surrounding landscape by preserving productive agricultural lands and activities, rural vistas, and natural areas.
- Maintain reliable and high-quality services, utilities, and facilities.
- Ensure high quality site and building designs within the community to uphold property values, attract new development, and reinforce the character of the city.
- Maintain mutually beneficial relationships and partnerships with neighboring municipalities, Monroe County, state and federal agencies, and the schools, colleges and universities serving Tomah residents.
- Tomah will have an adequate supply of municipal serviced land to accommodate growth in residential, commercial, and industrial uses, located in appropriate places.

HOUSING

Goal
Tomah's neighborhoods will offer safe, attractive, and diverse housing options.
Objectives
<ul style="list-style-type: none"> • Maintain a variety of housing types to meet the changing and diverse housing needs of the population. • Support the establishment of complete, livable neighborhoods. • Tomah homeowners will maintain their homes and properties and new housing will be designed and built to meet aesthetic standards of the community. The median home value in Tomah as a percentage of the County and State median home values will continue to improve.
Policies
<ul style="list-style-type: none"> • Tomah plans to maintain a mix of housing units, including single-family, two-family, and multi-family housing units throughout the community. This housing mix should be represented in future land use mapping and new subdivision development. Neighborhoods should include housing for all ages and family types. • All residential development, and particularly multiple-family and senior living developments, should be located in areas where safe pedestrian access to parks, retail, and community facilities is possible. However, this policy should not result in the concentration of multiple-family housing in any one area – such housing should be located in many parts of the City. • New neighborhoods should be connected to existing and planned neighborhoods through sidewalks or multi-purpose trails. The City will work to improve walkability, lighting, and sidewalks in existing neighborhoods. • The City will continue programs through Coulee Cap that offer assistance with maintenance, rehabilitation, and energy conservation projects that improve the local housing stock. • The City will continue to support the Tomah Housing Authority in providing accessible housing to all populations through rental assistance programs. The City will continue to support opportunities for homeownership for low to moderate income families through grant opportunities. • The City will maintain and enforce a comprehensive building code that requires inspection of new structures and repair of unsafe and unsanitary housing conditions. The City will work with landlords to improve the quality of living and appearance of rental properties. The City discourages the use of properties for the accumulation of “junk” materials and will enforce property maintenance/public nuisance ordinances as needed. The City has added a Code Enforcement Officer to administer these initiatives. • The City will implement the recommendations of the 2022 Housing Assessment, including its strategies for diversifying the housing stock, addressing affordability and availability, and reversing key data trends.

What is Affordable Housing?

The U.S. Department of Housing and Urban Development (HUD) defines affordable housing as housing in which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.

What is Low-Income Housing?

Per HUD, low-income housing is determined by the percentage of a household’s annual income related to the median household income for that area. Low-income is defined as 80% of median family income for the area and very low-income is defined as 50% of median family income for the area. If the household’s annual income falls within these definitions, they are eligible for federally subsidized housing programs which are often administered at the county level. In Tomah, the Tomah Housing Authority administers the program.

Source: U.S. Department of Housing and Urban Development Glossary of Terms

As of 2023, Very-Low Income (50% of Monroe County AMI) for a family of one person was \$30,100 and for a family of four was \$43,000. Moderate Income (80% of Monroe County AMI) for a family of one person was \$48,200 and for a family of four was \$68,800.

Source: U.S. Department of Housing and Urban Development FY 2023 Income Limits Documentation System

What is Workforce Housing?

Workforce housing is homeownership, as well as rental housing, which can be reasonably afforded by households experiencing moderate to middle income and located in acceptable proximity to centers of employment. The most common definition of workforce housing comes from the Urban Land Institute, which defines workforce housing as: “housing that is affordable to households earning 60% to 120% of the area median income.” This term may be used by some to place housing in economic development terms and to avoid misplaced stigmas of identifying something as “affordable” housing. Based on 2023 Area Median Incomes (AMI) in Monroe County, 60% of AMI is a household making \$50,940 and making 120% of AMI is \$101,880.

Source: Urban Land Institute and U.S. Department of Housing and Urban Development FY 2023 Income Limits Documentation System

What is Missing Middle Housing?

“Missing middle housing” is a range of multi-unit or clustered housing types scaled between single-family detached houses and larger apartment buildings. Missing middle housing is compatible in scale with most single-family residential areas and can help meet the growing demand for urban living. Missing middle housing types contribute to a walkable neighborhood, require simpler construction types than larger buildings, and contribute to higher residential densities than single-family homes.

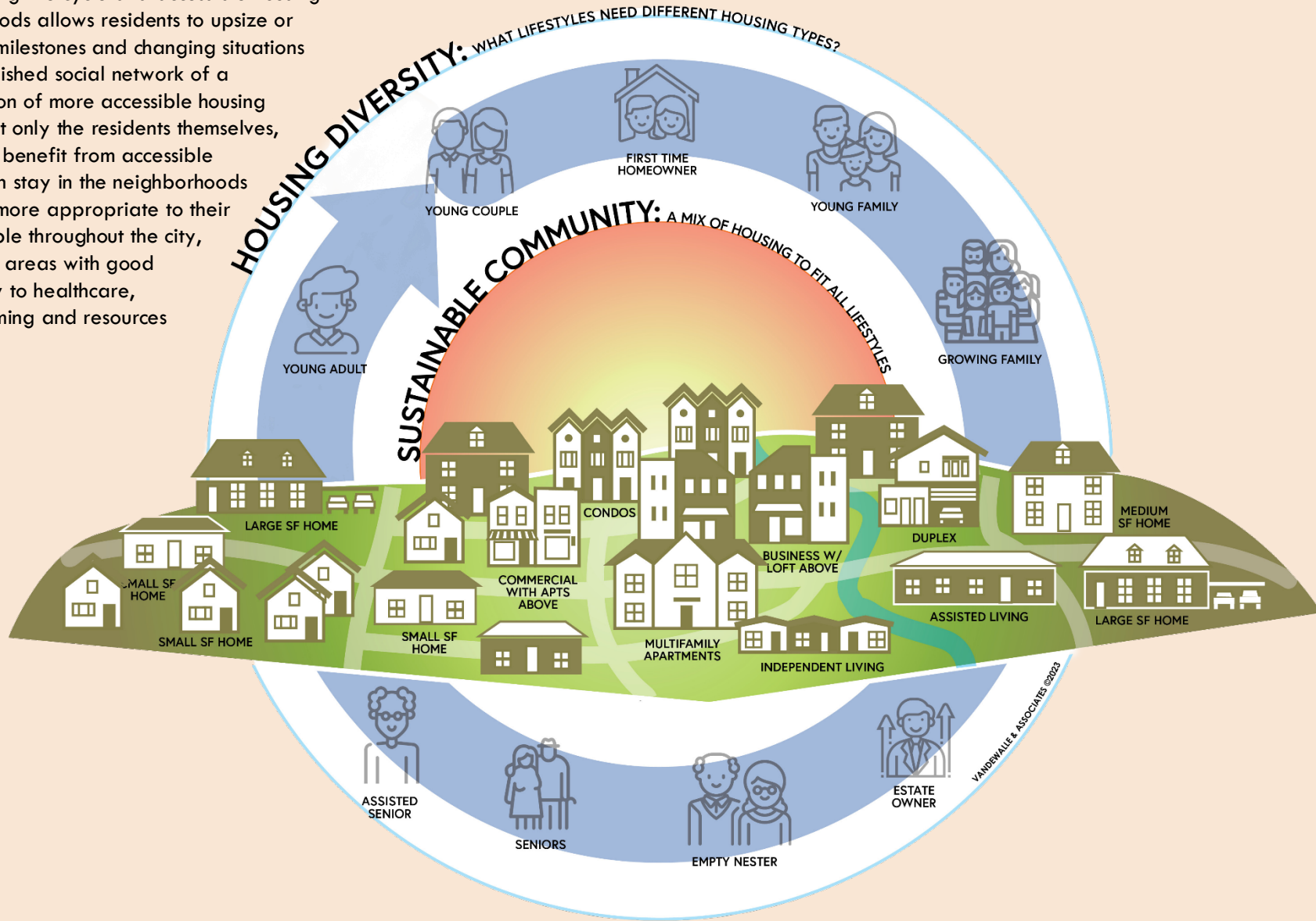
Despite the higher density, they have lower perceived density than other building types because the units are small and well designed. Housing types that should be considered as part of the missing middle include: tiny homes, traditional small-lot single-family detached homes, side-by-side duplexes, two-, three-, and four-flats, townhouses, live-work buildings, accessory dwelling units, and small apartment buildings.



Source: *Missing Middle Housing: Thinking Big and Building Small to Respond to Today's Housing Crisis*. Daniel Parolek.

What is Life Cycle Housing?

Housing must be provided to accommodate all stages of life and all abilities. Integrating life cycle and accessible housing options within neighborhoods allows residents to upsize or downsize along with life milestones and changing situations without leaving the established social network of a neighborhood. The inclusion of more accessible housing across Tomah supports not only the residents themselves, but also visitors who may benefit from accessible features. Older adults can stay in the neighborhoods of their choice if housing more appropriate to their changing needs is available throughout the city, especially in amenity-rich areas with good walkability and proximity to healthcare, basic needs, and programing and resources for seniors.



MOBILITY & TRANSPORTATION

Goal

Tomah will provide a safe, efficient, multi-modal, and well- maintained transportation network.

Objectives

- The Tomah street network will safely balance the needs of all users. The City will manage access and design of the transportation network in order to effectively maintain the safety and functional integrity of City streets for all users.
- Biking and walking in Tomah will be safe, enjoyable, and efficient. Alternatives to single occupancy vehicle trips will increase as a percentage of all transportation trips within the City.
- Maintain and enhance access to other modes of transportation including rail, bus, and air facilities.
- The efficiency and function of freight and commercial transportation systems will continue to improve.
- Maintain the local transportation network at a level of service desired by residents and businesses.
- Local transportation systems will be well-coordinated with regional systems and investments.
- Leverage the airport as a community amenity and key economic development growth opportunity to support local and regional businesses.

Policies

- The City encourages a connected, flexible street grid that promotes Complete Street principles. New roads shall be built according to City standards and inspected before accepted for dedication. The City will continue to map the preferred routes and connection points for major streets and recreational trails in growth areas and will ensure adequate and appropriate right-of-way dedication as land is divided. The City will utilize its official mapping powers to coordinate long-term facility planning in the City and surrounding extraterritorial area.
- When considering new development proposals, the City may require intergovernmental agreements that define the responsibilities of the City, the developer, and neighboring jurisdictions regarding any required improvements to City streets and funding of such improvements. The City may also require that the property owner, or their agent, fund the preparation of a traffic impact analysis by an independent professional prior to approving new development. Where appropriate, the City may designate weight restrictions and truck routes to protect local streets and improve traffic flow.
- The City will work with property owners to create a local bicycle loop (using on- and off-road facilities) to connect important sites within the City (e.g., parks, public facilities, retail areas) and region. New developments, and redevelopment, shall be designed to connect to adjacent developments through sidewalk installation and/or recreational trails. The City will continue to encourage sidewalk installation where gaps are present. The City will continue implementation of the Comprehensive Outdoor Recreation Plan as part of this effort.
- The City will maintain a Capital Improvement Plan to plan for the annual construction and maintenance of roads and other transportation facilities. Annual transportation investments will include funding for both traditional road improvements and alternative transportation modes such as bike trails, sidewalks, rail, bus, and air facilities.
- The City will work with representatives from the WisDOT and Monroe County to raise awareness of local concerns when State and County highways in the area are slated for improvement. The City will coordinate improvements to adjacent local roads, when appropriate.
- The City will work with the Town of LaGrange and Town of Tomah to plan, construct, and maintain those roadways that cross jurisdictions, including cost sharing where appropriate.

ECONOMIC PROSPERITY

Goal
Retain, expand, create, and attract businesses that strengthen and diversify the local economy, grow the tax base, and enhance employee wages and benefits.
Objectives
<ul style="list-style-type: none"> • Tomah will focus on our existing assets, infrastructure, and location to build a resilient local economy. • Tomah will have both land (space) and incentive tools to support business expansion, creation, and attraction. • Downtown Tomah will be economically robust. • Existing Tomah businesses will retain and expand employment. • Tomah’s tourism and destination travel industry will continue to grow. • Tomah’s retail sector will continue to expand and diversify thereby reducing leakage, increasing consumer choices, and enhancing the quality of life of the community. • The per capita, median family and median household income for Tomah will increase as a percentage of County and State averages. The percentage of families living below the poverty line will also decrease. • Economic development costs and benefits will be coordinated within the region and through public and private partnerships.
Policies
<ul style="list-style-type: none"> • Entrepreneurism and business growth will be enthusiastically and continuously supported in Tomah. The City will actively monitor policies to ensure that Tomah is a development-friendly community. The City supports the idea of public-private partnerships and will work proactively with private business and landowners to facilitate investment in the community. • The City’s economic development strategy is to first focus on maintaining existing jobs and businesses (Maintain What We Have); second to expand existing businesses (Grow Our Own); third to create and attract businesses that complement existing businesses and regional assets (Create an Economic Development Cluster/ Synergy); and fourth to create and attract new industries to the region (Diversify to become more Resilient). • The City will strategically plan areas for freight intensive business growth and expansion near existing and planned transportation facilities such as Interstate access ramps, arterial roadways, the railroad, and airport. The City encourages industrial or commercial businesses that generate large volumes of traffic or wastewater, or have a high water demand to locate where a full range of compatible utilities, services, roads, and other infrastructure is available to adequately support such developments. • The City may offer incentives such as grants, loan interest loans, land sales, public infrastructure improvements, and tax increment financing to encourage economic development. • The City may consider the use of public land acquisition to expand the industrial and commercial tax base of Tomah. • The City supports and will continue working with community stakeholders to assess, monitor, and mitigate existing challenges around childcare affordability and availability. • The City will work with private landowners and State agencies to clean up contaminated or blighted sites that threaten the public health, safety, and welfare and to redevelop these sites to productive uses. • 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. • The City supports home occupations and home-based businesses in residential districts as a means to enhance residents’ income opportunities, increase local employment, and foster business creation and entrepreneurship. However, activities that alter the residential character of the neighborhood, such as objectionable changes in traffic, noise, odor, light, or appearance of the home and property, will not be permitted. • The City supports the development of farm-based businesses and cottage industries within its boundaries and extraterritorial area to support farm families and enhance the agricultural economy and identity of the area.

- The City will collaborate with the Chamber of Commerce, Forward Tomah Development Corporation, Monroe County, neighboring municipalities, and other economic development organizations to promote economic prosperity for the Tomah region. The City and its partners will promote local businesses, products, and community festivals in promotional materials.

AGRICULTURE AND NATURAL RESOURCES

Goal
Reinforce the character of the city and surrounding landscape by preserving productive agricultural lands and activities, rural vistas, and natural areas.
Objectives
<ul style="list-style-type: none"> • Preserve the region’s productive agricultural resources and heritage. • Protect, improve, and sustain our natural resources and rural vistas. • Maintain and improve the water quality of Lake Tomah.
Policies
<ul style="list-style-type: none"> • The City will evaluate the development of prime agricultural areas for non- agricultural uses, particularly when alternative viable sites exist. • The City will explore ways of creating and supporting community gardens, greenhouses, farmer’s markets, food pantries, and other similar community-based food products initiatives. • The City encourages efforts by local institutions with large food service responsibilities, such as schools, hospitals, etc. to seek local food procurement options. • The City will plan for a greenway system in which parks and open spaces are linked and offer connected ecological habitats. • The City will support and encourage educational programming targeted at preservation and appreciation of the environment. • The City promotes the conservation of urban forests and mature trees and will enhance urban streets, parking lots, and other hardscapes with native vegetation. • The City will restrict development in areas that have documented threatened and endangered species, or have severe limitations due to steep slopes, soils not suitable for building, or sensitive environmental areas such as wetlands, floodplains, and streams in order to protect these areas from degradation. The City shall require these natural resources features to be depicted on all site plans, preliminary plats, and certified survey maps in order to facilitate preservation of natural resources. • The City will use its zoning and subdivision powers to protect waterways, shorelines, wetlands, steep slopes, and floodplain areas within the City’s extraterritorial area. • The City will seek to reduce non-point and point source pollution to Lake Tomah and local streams through best management practices.

COMMUNITY FACILITIES & SERVICES

Goal
Maintain reliable and high-quality services, utilities, and facilities.
Objectives
<ul style="list-style-type: none"> • Ensure that public/private utilities and facilities are constructed and maintained according to professional and governmental standards to protect the public health, minimize disruption to the natural environment and to reinforce the traditional character of the City. • Monitor satisfaction with public and private utility and service providers and seek adjustments as necessary to maintain adequate service levels. • Ensure that public facilities and services continue to meet the needs of residents and businesses, especially as new development increases demand for those facilities and services. • Mitigate the risk of impacts before a disaster, protect residents and assets as best as possible during a disaster, and successfully recover from disasters. • Maintain financial practices that allow the most efficient and effective use of tax dollars.
Policies
<ul style="list-style-type: none"> • <u>Sanitary Sewer</u> – The City encourages logical, cost-efficient expansion of sanitary sewer to serve compact development patterns. The City will plan for sewer extensions on a system basis, rather than as a series of individual projects and will require that developers locate and size utilities with enough capacity to serve adjacent future growth. • <u>Water Supply</u> – The City will monitor the quality and quantity of water pumped from City wells to ensure the needs of the community are met in terms of health and sustainability. The City encourages programs and development techniques that support water conservation and both groundwater protection and recharge. • <u>Utility Services and Extensions</u> – Utilities and municipal services will be provided in accordance with development needs and the comprehensive plan. New utilities and municipal infrastructure will not represent an unreasonable cost to the City-development will pay its fair share. The City generally requires all development that relies on municipal services to be located within Tomah’s corporate limits unless a boundary or developer’s agreement has been executed. Non-farm development not served by public sanitary sewer and water is discouraged within areas planned for City growth, except as approved through intergovernmental planning or related agreements, consistent with adopted comprehensive plans, and designed to potentially accommodate the long-term retrofitting of public services into the development. In areas not served by municipal sewer, the City requires adherence to the Wisconsin Sanitary Code and Monroe County Sanitary Code. • <u>Stormwater Management</u> – The City requires that during development planning, and the onsite construction, natural drainage patterns (i.e., existing drainage corridors, streams, floodplains, and wetlands) are preserved and protected. Developers will be responsible for erosion control and stormwater quality and quantity control both during and after site preparation and construction activities in accordance with applicable local, county or state regulations. The City encourages the use of stormwater management devices that improve the quality and reduce the quantity of runoff (e.g., rain gardens, infiltration basins, vegetated swales) in the design of stormwater management plans and a general effort to reduce the amount of impervious surfaces within new or existing developments. • <u>Solid Waste and Recycling</u> – The City annually reviews levels of service provided by the contracted solid waste disposal and recycling services and will meet with them as necessary to address any concerns raised by residents or local businesses. The City encourages participation in recycling and clean sweep programs for the disposal of hazardous materials. • <u>Parks</u> – The City will work to meet the recreational needs of its residents, and coordinate City activities through its website. The City will implement and maintain a five-year Comprehensive Outdoor Recreation Plan to coordinate and prioritize long-term park and recreation improvements, and to maintain eligibility for park acquisition and improvement grant programs. The City encourages the connectivity of local parks and recreational facilities with regional facilities, via bicycle trails or marked routes on existing roads. The City requires all proposed residential subdivision developments to dedicate land, or pay a fee in lieu thereof, for public parks, recreation and open space acquisition and development (in accordance with State Statute).

- Power Plants, Transmission Lines, and Telecommunication Facilities – The City will work with representatives from the Public Service Commission and energy providers to raise awareness of local concerns during the planning and siting of any major transmission lines, facilities, natural gas lines, wind towers or telecommunication towers. If such facilities are proposed, they should be located in an area safely away from existing or planned residential areas and should avoid environmentally sensitive areas. Underground placement and co-location (or corridor sharing) of utilities is encouraged and the City will investigate the costs of burying utility lines as part of street reconstruction projects.
- Energy Conservation – The City supports the efforts of energy providers, government agencies and others, to inform residents about energy conservation measures. The use of energy-efficient materials or designs is highly encouraged for new building construction. The City will consider the use of energy efficient alternatives when upgrading local buildings or equipment.
- Renewable Energy Facilities – The City will work with energy providers and landowners to support appropriate applications of renewable energy and utilization of on-site distributed energy generation (e.g., solar, wind, geo-thermal, biomass, solid waste) as a means of protecting the City against future fluctuations in energy costs. The City allows the installation of solar and wind energy systems in line with WI State Statute 66.0401.
- Schools – The City collaborates with the Tomah School District and post-secondary institutions, such as Western Technical College, to provide high quality educational facilities and opportunities for City residents, and will actively participate in the planning and siting of any new school facility in the community or the adaptive reuse of decommissioned school properties. The City will collaborate with area schools to maximize the community’s capital investment in school facilities by making those facilities readily available, as feasible, for other uses that support social interaction and health within the community, such as community meetings, neighborhood festivals, youth and adult sports.
- Libraries – The City collaborates with the Tomah Public Library to maintain and improve access to public library facilities for City residents.
- Childcare – The City works with Tomah Health and other area stakeholders to reduce barriers and improve access to affordable childcare.
- Special Needs Facilities – The City works with Monroe County and adjacent communities to maintain and improve access to special needs facilities (e.g., health care, senior care, etc.) for area residents. The City will collaborate with local non-profits and social service agencies to ensure there are adequate resources for all residents and that service is fair and equitable.
- Emergency Services – The City works through its Police Department, Fire Department, and Tomah Area Ambulance Service to maintain adequate provision of emergency services (i.e., fire, police, EMS) for City residents and businesses, and will review service provision levels with the appropriate departments/agencies annually. The City encourages opportunities for intergovernmental cooperation on emergency services.
- Hazards – The City encourages disaster preparedness, including resilient zoning and building practices and materials, establishment of disaster response and recovery plans by the City, families and businesses, and maintenance of emergency kits and supplies as recommended by the Federal Emergency Management Agency (FEMA). When forewarning is possible, the City will strive to keep citizens accurately apprised of the situation and possible outcomes. The City will plan for the effective delivery of emergency services and basic human needs in the event of a disaster. The City will work with non-profits, human services agencies, and emergency management agencies to plan for efficient disaster response that meets the needs of all in the community.
- City Facilities - The City annually evaluates the condition of the City’s facilities and associated equipment to ensure that it will continue to meet City needs. Upgrades for handicap accessibility will be considered for all City facilities (including parks) whenever changes are made to those facilities. The City will continue to use its Five-Year Capital Improvement Plan to coordinate and prioritize long-term public needs.
- City Fees - The City requires developer agreements or fees to recoup the costs associated with processing, reviewing, or inspecting building or land use proposals and permits, including pass through fees of consultants hired by the City to perform these services. The City may also assess impact fees to recoup the measurable capital costs necessary to support new developments (in accordance with State Statutes).
- City Finances - The City will manage the ratio of general obligation debt to overall revenues at an appropriate level.

COMMUNITY CHARACTER

Goal
Ensure high quality site and building designs within the community to uphold property values, attract new development, and reinforce the character of the city.
Objectives
<ul style="list-style-type: none"> • Guide the design of new development such that new development and existing development can coexist in an attractive manner. • Safeguard the city’s architectural, historic, aesthetic, and cultural heritage. • Maintain site and building design guidelines or standards for new development, especially multifamily and commercial developments, which establishes a small-town, “pedestrian-oriented” environment. • Enhance the aesthetic appearance of the City, especially along Superior Avenue and along community gateways.
Policies
<ul style="list-style-type: none"> • <u>Utilities</u> – The City desires to bury overhead utilities lines and will evaluate the cost of doing so during street reconstruction projects. • <u>Historic Resources</u> – The City will preserve and celebrate landmark buildings. Adaptation and reuse of existing structures that have historic architectural character is strongly encouraged, and the City will review and guide adaptations through the design review process. The City supports community events and programs that celebrate the history and culture of Tomah. The City will ensure that any known cemeteries, human burials, or archaeological sites are protected from encroachment by roads or other development activities. Construction activities on a development site shall cease when unidentifiable archaeological artifacts are uncovered during either land preparation or construction. The developer shall notify the City of such discovery. The City has an established Historic Preservation Commission, Historic Preservation Ordinance, and Downtown Master Plan to support these efforts. • <u>Context Sensitive Design</u> – In areas with significant environmental sensitive resources or prime agricultural land, the City encourages the use of cluster development in and adjacent to the City’s municipal boundary, and conservation subdivision design in rural sections of the Planning Area. Both design practices are alternatives to conventional land division practices and help to protect the rich natural and agricultural resources of the region. Refer to Chapter 3 for strategies to assist guiding the design of future cluster or conservation subdivisions. • <u>Single-Family Residential</u> – The City encourages well-designed neighborhoods that reflect aspects of Traditional Neighborhood Design principles. Refer to Chapter 3 for strategies to assist guiding the design of future single-family residential development. • <u>Multi-Family Residential</u> – The City encourages proposed multi-family housing to be designed to blend in with traditional neighborhoods. Refer to Chapter 3 for strategies to assist guiding the design of future multi-family residential development. • <u>Commercial & Industrial Development</u> – Commercial and industrial uses provide the City with economic stability and provide goods, services, and jobs for its residents. However, the buildings designed for these uses are often not adaptable for another use after the initial user leaves. Refer to Chapter 3 for strategies to assist guiding the design of future business development. • <u>Downtown</u> – The City will continue to pursue implementation of the Downtown Master Plan to stimulate reinvestment and revitalization efforts in this area.

COLLABORATION & PARTNERSHIPS

Goal

Maintain mutually beneficial relationships and partnerships with neighboring municipalities, Monroe county, state and federal agencies, and the schools, colleges and universities serving Tomah residents.

Objective

- Tomah will think regionally, while acting locally.
- Reduce costs and improve quality of municipal services through partnerships with neighboring towns and municipalities.
- Ensure adequate school facilities by coordinating and communicating growth plans with the Tomah School District.
- Communicate clearly with the Town of La Grange, Town of Tomah, and Monroe County to establish mutually agreeable development goals and objectives in Tomah's extraterritorial area.
- Leverage Western Technical College and University Extension resources to help the City further it's planning and economic development interests.

Policies

- The City encourages an efficient and compatible land use pattern that minimizes conflicts between land uses across municipal boundaries and preserves natural resources in mutually agreed areas. To the extent possible, the City will coordinate its future planning efforts with Monroe County, the Town of La Grange, and Town of Tomah.
- Where intergovernmental cooperation efforts do not yield mutually agreeable results, the City may utilize its zoning, subdivision, official mapping, and extraterritorial powers where necessary to protect City interests and coordinate development in the Planning Area with the City's Comprehensive Plan.
- Prior to the adoption of the Tomah Comprehensive Plan, and for subsequent updates, the City will request comments from Tomah School District officials, neighboring municipalities, and Monroe County.
- The City will actively participate, review, monitor, and comment on pending plans from neighboring municipalities, Monroe County, and State or Federal agencies on land use or planning activities that would affect Tomah.
- The City will continue to work with neighboring municipalities and Monroe County to identify opportunities for shared services or other cooperative planning efforts. This may include, for example, shared municipal facilities, sharing recreation facilities, and renting street maintenance equipment from neighboring municipalities.

LAND USE

Goal

Tomah will have an adequate supply of municipal serviced land to accommodate growth in residential, commercial, and industrial uses, located in appropriate places.

Objectives

- The supply of land to accommodate new development will be adequate to satisfy local demand.
- The City's growth areas will be protected from development incompatible with City growth.
- Development will use land, utilities, and community services as efficiently as possible.
- Development and redevelopment in existing developed areas and growth areas will establish or enhance neighborhoods.

Policies

- The City will work to ensure availability of appropriately zoned land for various types of development, recognizing that an efficient market requires a choice of multiple suitable sites.
- The City will be proactive in efforts to increase supply for uses as necessary, including comprehensive plan amendments and, if necessary and feasible, the use of financial incentives to specifically encourage an increase in supply of land, space, or units if the market is for some reason not naturally responding to demand.
- Neighborhoods will generally include a mix of residential types and densities. Business uses will be strategically located throughout the City so that small scale retail uses are within proximity to all neighborhoods and office and industrial uses are located adjacent to major transportation routes and existing or planned infrastructure.
- The City will collaborate with Monroe County, Town of LaGrange, and Town of Tomah to encourage new development within the City's 1.5-mile extraterritorial jurisdiction that is compatible with the use, density, and configuration recommendations of this plan.
- Development in growth areas will occur incrementally, outward from the existing urban edge. Leapfrog development is strongly discouraged.
- Infill development where City roads and utilities already exist is a priority for the City and is strongly encouraged.
- Any development with uses more intensive than neighboring residential uses will utilize siting and screening techniques to minimize a negative impact on those uses due to noise, light, traffic, etc.
- The City will utilize the Planned Unit Development Process, as appropriate, to achieve projects that integrate residential and non-residential uses in creative ways not achievable with standard zoning.
- The City will update and amend the Zoning and Subdivision Ordinances over time to implement the recommendations in Chapter 3.



3. FUTURE LAND USE



CHAPTER 3: FUTURE LAND USE

There are many unique uses of land across Tomah, and many more ways to configure those uses. It is the City's responsibility to regulate where and how development occurs so that conflict between incompatible uses is minimized, land and infrastructure are used as efficiently as possible, and Tomah continues to grow as a pleasant, attractive place to live and work. This chapter outlines the desired future land use for Tomah and the surrounding area, including categories of land use, and strategies for development design consistent with the goals, objectives, and policies defined in Chapter 2.

USING THE FUTURE LAND USE MAP

The Future Land Use Map identifies categories of similar use, character, and density. These categories, and associated policies, are described in the preceding pages, including an explanation of the City's intent and design and development strategies for each.

This map and the corresponding text are to be consulted whenever development is proposed, especially when a zoning change or land division is requested. Zoning changes and development shall be consistent with the use category shown on the map and the corresponding text.

Where uses in this map differ from the current use, it is not the general intent of the City to compel a change in zoning or a change in use. Except in rare instances when the City may actively facilitate redevelopment of a priority site, the City's use of this map will be only reactive, guiding response to proposals submitted by property owners.

AMENDING THE FUTURE LAND USE MAP

It may from time to time be appropriate to consider amendments to the Future Land Use Map. See Chapter 4 for a description of the procedural steps for amending any aspect of this plan. The following criteria should be considered before amending the map.

Consistency With Other Portions of this Plan

The proposed development is consistent with the general vision for the City, and the other goals, objectives, and policies of this plan.

Housing and Transportation

The proposed development will contribute to addressing the City's housing needs as described in the 2022 City of Tomah Housing Assessment. The property divisions are consistent with traditional neighborhood development and rights-of-ways are constructed with appropriate connections to surrounding areas that support multi-modal transportation connectivity.



Natural Resources

The land does not include important natural features such as wetlands, floodplains, steep slopes, scenic vistas, or significant woodlands, which will be adversely affected by the proposed development. The proposed building envelope is not located within the setback of Shoreland and Floodplain zones (raised above regional flood line). The proposed development will not result in undue water, air, light, or noise pollution. Petitioner may indicate approaches that will preserve or enhance the most important and sensitive natural features of the proposed site.

Emergency Vehicle Access

The lay of the land will allow for construction of appropriate roads and/or driveways that are suitable for travel or access by emergency vehicles.

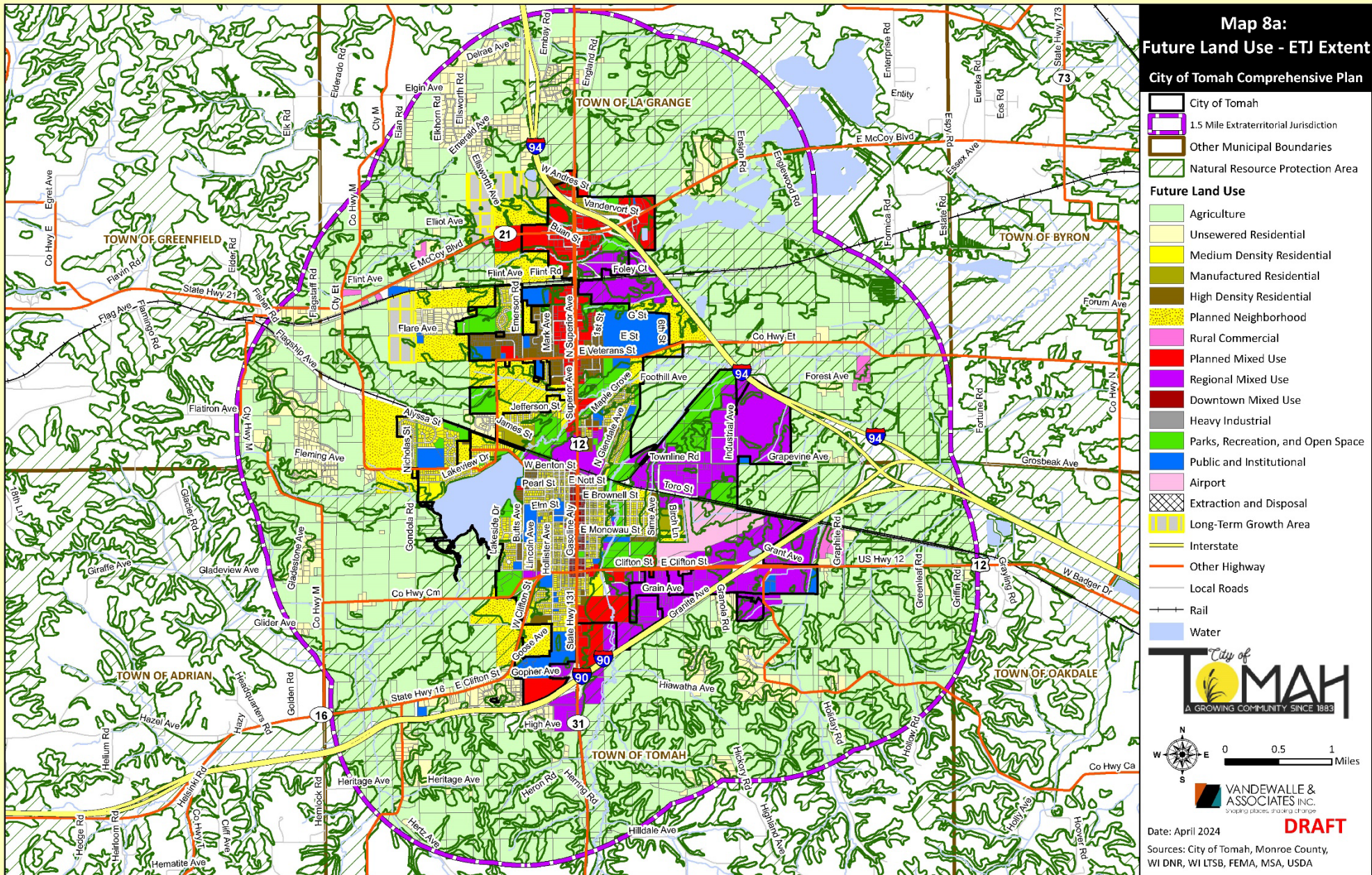
Ability to Provide Services

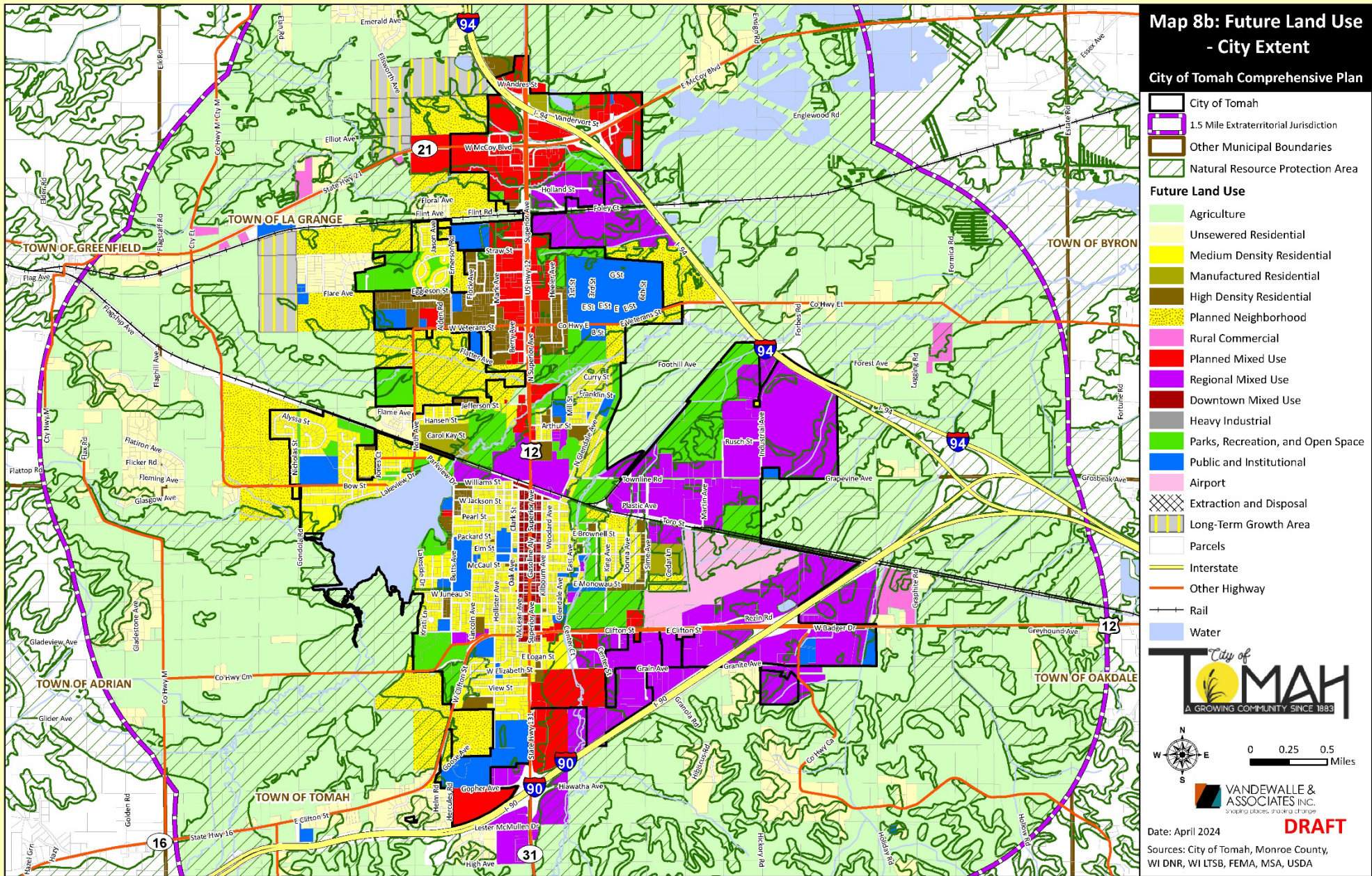
Provision of public facilities and services will not place an unreasonable financial burden on the City. Petitioners may demonstrate to the City that the current level of services in the City, or region, including but not limited to school capacity, transportation system capacity, emergency services capacity (police, fire, EMS), parks and recreation, library services, and potentially water and/or sewer services, are adequate to serve the proposed use. Petitioners may also demonstrate how they will assist the City with any shortcomings in public services or facilities.

Public Need

There is a clear public need for the proposed change, or unanticipated circumstances have resulted in a need for the change. The proposed development is likely to have a positive fiscal impact on the City. The City may require that the property owner, or their agent, fund the preparation of a fiscal impact analysis by an independent professional.







INTERPRETING BOUNDARIES

Where uncertainty exists as to the boundaries of districts shown on the Future Land Use Map, the following rules will apply.

1. Boundaries indicated as approximately following the centerlines of streets, highways, or alleys will be construed to follow such centerlines.
2. Boundaries indicated as approximately following platted lot lines or U.S. Public Land Survey lines will be construed as following such lot lines.
3. Boundaries indicated as approximately following municipal boundaries will be construed as following such boundaries.
4. Boundaries indicated as following railroad lines will be construed to be midway between the main tracks.
5. Boundaries indicated as following shorelines and floodplains, will be construed to follow such shorelines and floodplains, and in the event of change in the shorelines and floodplains, it will be construed as moving the mapped boundary.
6. Boundaries indicated as following the centerlines of streams, rivers, canals, or other bodies of water will be construed to follow such centerlines.
7. Boundaries indicated as parallel to extension of features indicated in the preceding above will be so construed. The scale of the map will determine distances not specifically indicated on the map.

FUTURE LAND USE CATEGORIES

The future land use categories identify areas of similar use, character, and density. These classifications are not zoning districts - they do not legally set performance criteria for land uses (i.e., setbacks, height restrictions, density, etc.); however, they do identify those City of Tomah Zoning Ordinance districts that currently fit within each future land use category. The illustrations and strategies listed within each category are provided to help landowners and City officials make design decisions during the development process consistent with the intent of the land use category. These strategies may be used to help determine whether to approve a rezoning, which zoning district to apply, and what conditions to set, if any. Some categories also feature design recommendations.

The identification of future land use categories and associated uses does not obligate the City to approve any and all development petitions consistent with the future land use category. Other factors will have to be considered, such as the quality of the proposed development, its potential effect on adjacent properties, and ability to provide services to the site, and the phasing of development before an application is approved.

The seventeen categories designated on the Future Land Use Map are:

Future Land Use Categories		
AG – Agricultural	PN – Planned Neighborhood	PBI – Public and Institutional
UR – Unsewered Residential	DMU - Downtown Mixed Use	AI- Airport
RC - Rural Commercial	PMU – Planned Mixed Use	POS - Parks, Recreation & Open Space
MDR - Medium Density Residential	RMU – Regional Mixed Use	EC – Environmental Corridors Overlay
HDR - High Density Residential	HI – Heavy Industrial	LTG – Long-Term Growth Area
MR – Manufactured Residential	EX – Extraction and Disposal	

DETAILED FUTURE LAND USE STRATEGIES

Each land use strategy is described in further detail. Additionally, this section describes the suitable zoning districts for each land use, detailed land use strategies, and additional design considerations. Figures referenced in this section are found at the end of this chapter.

Agricultural

Description: The Agricultural (AG) category is intended to preserve land and rural character in areas deemed unlikely or infeasible for urban development over the planning period. Typical uses in these areas include open space, farming, farmsteads, agricultural businesses, forestry, quarries, and limited rural residential on well and septic systems. Development is expected to be less than one dwelling unit per 35 acres.

Suitable Zoning Districts: Areas identified as Rural Lands within the Town of LaGrange and Town of Tomah are regulated by the Monroe County Zoning Code. Any areas identified as Agricultural which become annexed to the City of Tomah may be temporarily zoned to either the City's Agricultural (A-1) or Conservancy (C-1) district.

Land Use Strategies:

1. Development shall be located to minimize the fragmentation of productive agricultural land and to minimize any disruption to existing farm operations. New access points to state highways should be avoided, when possible, particularly those intended on serving only one property.
2. The preferred gross residential density is one (1) dwelling unit per thirty-five (35) acres (.0285 units/ acre), or more, of contiguous land under single ownership, rounded to the nearest whole number. The preferred minimum lot size is two acres.
3. The development of residential subdivisions is prohibited in areas designated as Agricultural. Proposals for residential subdivisions shall require an amendment to the Future Land Use Map to an alternative land use classifications.

Unsewered Residential

Description: The Unsewered Residential (UR) category includes existing non-farm residential development and rural subdivisions on well and septic systems. The primary intent of UR areas is to allow for some rural non-farm residential development particularly in areas where urban development is unlikely to occur and in areas with non-productive agricultural soils or agricultural uses. Rural residential subdivisions are strongly encouraged to utilize conservation or cluster design strategies (refer to Figure 3.3).

Suitable Zoning Districts: Areas identified as Unsewered Residential within the Town of LaGrange and Town of Tomah are regulated by the Monroe County Zoning Code. Any areas identified as Unsewered Residential which become annexed to the City of Tomah shall be zoned to one of the City's residential zoning districts.

Land Use Strategies:

1. Development shall minimize the fragmentation of productive agricultural land and to minimize any disruption to existing farm operations. New access points to state highways should be avoided, when possible, particularly those intended on serving only one property.
2. The preferred gross residential density is one (1) dwelling unit per five (5) acres (0.2 units/acre), or less, of contiguous land under single ownership, rounded to the nearest whole number. The preferred minimum lot size is two acres. Densities may exceed one dwelling unit per five acres of land if a developer proposes a conservation subdivision or cluster development if urban services are extended to the development or a community wastewater system is proposed. After exceptions have been granted, gross density shall not exceed one (1) dwelling unit per two (2) acres of contiguous land under single ownership, rounded to the nearest whole number.
3. No businesses shall be permitted except for approved home businesses.

Rural Commercial

Description: The Rural Commercial (RC) category includes business and limited industrial uses on well and septic systems. The primary intent of Rural Commercial areas is to allow for some rural non-farm commercial uses particularly in areas where urban development is unlikely to occur, in areas with non-productive agricultural soils or agricultural uses, and along major transportation corridors. In these areas the best uses will typically be those that are rural in nature (e.g., veterinarian clinic, agricultural businesses, blacksmith, nurseries, greenhouses, etc.).

Suitable Zoning Districts: Areas identified as Rural Commercial within the Town of LaGrange and Town of Tomah are regulated by the Monroe County Zoning Code. Any areas identified as Rural Commercial which become annexed to the City of Tomah shall be zoned to one of the City’s business or industrial zoning districts.

Land Use Strategies:

1. Development shall minimize the fragmentation of productive agricultural land and to minimize any disruption to existing farm operations. New access points to state highways should be avoided, when possible, particularly those intended on serving only one property.
2. Where businesses are proposed adjacent to existing or planned residential developments care should be taken to reduce potential land use conflicts using the design strategies.
3. The preferred minimum lot size is two acres.

Medium Density Residential

Description: The Medium Density Residential (MDR) areas are intended for housing with densities that range from approximately two to five units per acre. Neighborhood areas classified as MDR will typically be predominately single-family detached units with the potential for some duplex/twinhome, four plex, and other lower density attached housing developments.

Suitable Zoning Districts: Areas identified as Medium Density Residential are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within MDR areas include: Single-Family Residential (R-1), One- and Two-Family Residential (R-2), Multifamily Residential (R-3), Zero Lot Line Residential (R-6), and Institutional (I).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. Though medium density housing is the predominant use in most neighborhoods, healthy, balanced neighborhoods may also include other uses that support the needs of residents, including:
 - a. Parks and recreational facilities
 - b. Small municipal and institutional facilities (e.g., learning center, library, fire station, etc.)
 - c. Community centers
 - d. Places of worship
 - e. Day care centers
 - f. Small pockets of High Density Residential
 - g. Small commercial uses that serve neighborhood needs.
3. The City encourages residential projects (new construction and remodeling) to incorporate design strategies that will maintain neighborhood property values over time and enhance the social function and safety of the neighborhood.
4. Consider amendments to the City’s Zoning Ordinance to incorporate the considerations as listed below, in addition to reducing minimum lot size and dimensional setbacks, allowing greater building coverage, accommodating alley-loaded residential formats, removing minimum lot area standards for two-family and multi-family, allowing accessory dwelling units or in-family suites, reducing minimum parking requirements, and allowing multi-family configurations with zero lot lines (townhomes, condos, etc.).

Additional Considerations:

Relationship to the Street: Buildings and sites should be designed to establish visual and physical connections between the public realm of the street and the private realm of the home, with layers of increasingly private space in between.

Consider the following techniques (see Figures 3.2 and 3.4):

- A. The front door should face the street and there should be a clear route to the door from the street or sidewalk.
- B. There should be windows on the street façade.
- C. Building setbacks will vary according to building type and lot size, but should generally not exceed 30 feet.
- D. Incorporate a covered front porch, or at least a raised stoop, preferably covered.
- E. Utilize low fences, hedges, or other landscaping to establish a layer of privacy behind the sidewalk.

Relationship among buildings: Buildings within a neighborhood should be both cohesive and varied.

Consider the following techniques:

- A. Homes along a street should utilize similar setbacks to establish a consistent “street wall.”
- B. Home sizes may vary along a street but should utilize design techniques such as similar roof line heights and deeper setbacks for portions of wider houses to minimize apparent size variations.
- C. The mix of architectural themes or styles should generally be consistent within a neighborhood, but repeated use of identical floor plans or colors is strongly discouraged, especially for adjacent buildings.

Garages: Consider garage location and scale to avoid a “garage-scape” street appearance.

Landscaping: Provide generous landscaping, with an emphasis on native plant species, especially along street frontages.

Lighting: Exterior lights should be full-cut-off fixtures that are directed to the ground to minimize glare, light trespass, and light pollution. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).

High Density Residential

Description: The High Density Residential (HDR) areas are intended for housing with densities that exceed approximately five units per acre. Uses in this category include single-family detached, duplexes/twinhomes, four plex, townhouses, row houses, apartment buildings, and senior housing.

Suitable Zoning Districts: Areas identified as High Density Residential are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within HDR areas include: One- and Two-Family Residential (R- 2), Multi-Family Residential (R-3), Zero Lot Line Residential (R-6), and Institutional (I).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. Though high-density housing is the predominant use in most neighborhoods, healthy, balanced neighborhoods may also include other uses that support the needs of residents, including:
 - a. Parks and recreational facilities
 - b. Small municipal and institutional facilities (e.g., learning center, library, fire station, etc.)
 - c. Community centers
 - d. Places of worship
 - e. Day care centers
 - f. Small pockets of Medium Density Residential
 - g. Small commercial uses that serve neighborhood needs.
3. The City encourages residential projects (new construction and remodeling) to incorporate design strategies that will maintain neighborhood property values over time and enhance the social function and safety of the neighborhood. The additional considerations below apply mostly to multi-family formats - for higher density single-family developments, see the MDR design strategies.
4. Consider amendments to the City’s Zoning Ordinance to incorporate the considerations as listed below, in addition to reducing minimum lot size and dimensional setbacks, allowing greater building coverage, accommodating alley-loaded residential formats, removing minimum lot area standards for

two-family and multi-family, allowing accessory dwelling units or in-family suites, reducing minimum parking requirements, and allowing multi-family configurations with zero lot lines (townhomes, condos, etc.).

Additional Considerations:

Relationship to the Street: Buildings and sites should be designed to establish visual and physical connections between the public realm of the street and the private realm of the building, with layers of increasingly private space in between.

Consider the following techniques (see Figures 3.2 and 3.5):

- A. The front door should face the street and there should be a clear route to the door from the street or sidewalk.
- B. There should be windows on the street façade.
- C. Building setbacks will vary according to building type and lot size but should generally not exceed 30 feet.
- D. Utilize low fences, hedges, or other landscaping to establish a layer of privacy behind the sidewalk.

Relationship among buildings: Buildings within a neighborhood, or within a single development, should be both cohesive and varied.

Consider the following techniques:

- A) When adjacent to lower density residential buildings, larger buildings should incorporate strategies to minimize the apparent size of the building, including flat roofs instead of pitched roofs, deeper setbacks for upper stories, and/or variation in the depth of setback along the building facade.
- B) The mix of architectural themes or styles should generally be consistent within a neighborhood or development, but there should be variation in floor plan, facade design, and color choice to avoid monotony.

Garages: Street-facing garage doors should be avoided whenever possible. When necessary, street-facing garages should be set back at least 10 feet behind the front façade of the building.

Landscaping: Provide generous landscaping, with an emphasis on native plant species, especially along street frontages. Use trees and low bushes in and around parking areas to partially obscure views of parking while retaining visual connections to maintain personal safety.

Lighting: Exterior lights should be full-cut-off fixtures that are directed to the ground to minimize glare, light trespass, and light pollution. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).

Common Open Space: Provide gardens, grass areas, and playgrounds to serve the needs of residents.

Service Areas: Trash and recycling containers, street-level mechanical, rooftop mechanical, and outdoor storage, should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.

Manufactured Residential

Description: Professionally managed arrangements of manufactured homes and associated amenities.

Suitable Zoning Districts: Areas identified as Manufactured Residential are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within MR areas include: Manufactured Home Residential (R-4) and Mobile Home (R-5).

Land Use Strategies:

1. Leverage infill and redevelopment opportunities in these areas to promote a mix of residential densities that reflect the character of the neighborhood.
2. Promote rehabilitation and maintenance efforts of the neighborhood.
3. Encourage housing designs which are attractive and emphasize the house in relation to the internal road (front porches, stoops, etc.).
4. Require Manufactured Home Residential developments to be professionally managed and provide adequate recreational open space within the neighborhood.

Planned Neighborhood

Description: The Planned Neighborhood (PN) area is intended to provide a carefully planned mix of single dwelling unit detached or attached, two-dwelling, multi-dwelling, small scale business, community facilities, and parks, recreation, and conservancy uses consistent with Traditional Neighborhood Design principles and forms of development.

Suitable Zoning Districts: Areas identified as Planned Neighborhood are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within PN areas include Single-Family Residential (R-1), One- and Two-Family Residential (R-2), Multifamily Residential (R-3), Zero Lot Line Residential (R-6), Institutional (I), and Business (B).

Land Use Strategies:

1. Planned Neighborhoods should feature a variety of lot sizes and housing styles according to the Housing policies in Chapter 2. These areas should include a carefully planned mixture of single-family residential, two-family, and multi-family developments. This allows higher density development to be dispersed throughout the community instead of being concentrated in any one area. A small amount of neighborhood business uses or mixed uses may be appropriate; however, incremental commercial strip development is discouraged, as the downtown and interstate corridors should remain the focal point of retail services in the community. Planned Neighborhoods should include opportunities for residents to gather through the development of public open spaces or parks. Sidewalks, bicycle routes, and trails should be an integral part of the design of new neighborhoods and the connection to the rest of the community.
2. The City will encourage and support the creation of neighborhood plans for growth areas and for existing neighborhoods experiencing redevelopment pressure, to proactively determine how varied housing types and uses can be appropriately integrated into the neighborhood, and to establish a unique identity for each neighborhood.

Additional Considerations:

Relationship to the Street: Buildings and sites should be designed to establish visual and physical connections between the public realm of the street and the private realm of the home, with layers of increasingly private space in between.

Consider the following techniques (see Figure 3.1):

- A. The front door should face the street and there should be a clear route to the door from the street or sidewalk.
- B. There should be windows on the street façade.
- C. Building setbacks will vary according to building type and lot size, but should generally not exceed 30 feet.
- D. Incorporate a covered front porch, or at least a raised stoop, preferably covered.
- E. Utilize low fences, hedges, or other landscaping to establish a layer of privacy behind the sidewalk.

Relationship among buildings: Buildings within a neighborhood should be both cohesive and varied.

Consider the following techniques:

- A. Homes along a street should utilize similar setbacks to establish a consistent “street wall.”
- B. Home sizes may vary along a street, but should utilize design techniques such as similar roof line heights and deeper setbacks for portions of wider houses to minimize apparent size variations.
- C. The mix of architectural themes or styles should generally be consistent within a neighborhood, but repeated use of identical floor plans or colors is strongly discouraged, especially for adjacent buildings

Garages: Consider garage location and scale to avoid a “garage-scape” street appearance.

Landscaping: Provide generous landscaping, with an emphasis on native plant species, especially along street frontages.

Lighting: Exterior lights should be full-cut-off fixtures that are directed to the ground to minimize glare, light trespass and light pollution (see side bar). Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).

Figure 3.1: Planned Neighborhoods Design Strategies



PLANNED NEIGHBORHOODS

Planned Neighborhoods provide attractive places to live, play and take care of day-to-day service needs.

Planned Neighborhoods support diverse housing choice and options, including single family homes (detached or attached), two family homes, townhomes, and small-, middle-, and larger-scale multi-family. They also include small-scale businesses, community facilities, parks, recreation, and conservancy uses consistent with Traditional Neighborhood Design principles and forms of development, including mixed use. Planned Neighborhoods provide attractive, desirable, and sustainable places to live, play, work, and meet day-to-day service needs.

- Mix of housing types and densities
- Mix of lot sizes: small lot (6,000 sf), mid-size (8,000 sf), and large lot (10,000 sf)
- Diverse ages & incomes
- Homes within a comfortable walk of parks and services
- Opportunity to center around plazas, parks, public spaces
- Streets connected internally and to larger community
- Neighborhood-wide multi-use path system with interconnected sidewalks, bike lanes, and routes
- Natural areas protected and made central to development
- Integration of neighborhood focal points such as schools, churches or shopping



A Single Family Homes



B Townhomes



C Two-Family



D Multi-Family – Apartments & Condos



E Neighborhood Mixed-Use



VANDEWALLE & ASSOCIATES, INC.

Figure 3.2: Traditional Neighborhood Design Strategies

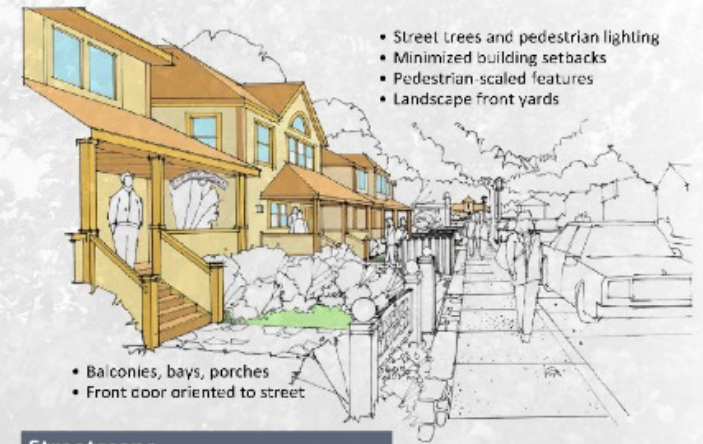


TRADITIONAL NEIGHBORHOOD

Traditional Neighborhood design aims to enhance quality of life and community character through integrated multi-modal transportation options, diverse housing types, parks, schools, services, and jobs within walking distance of one another, preserving environmental systems, and reducing long-term demand for fiscal resources.

This can be accomplished by implementing the following guiding:

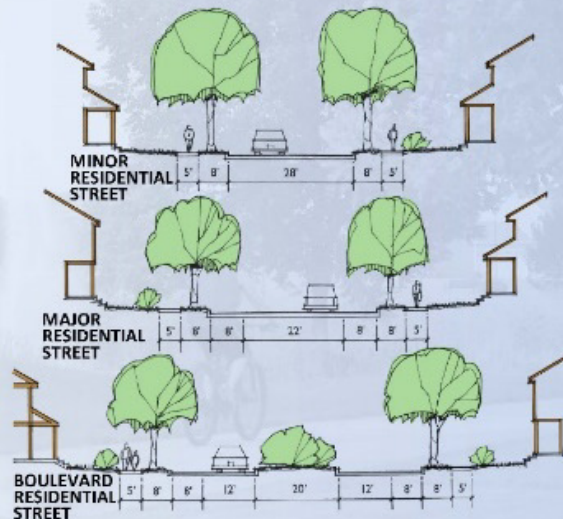
- Establishing community gathering places
- Providing housing variety
- Advancing equity and inclusion
- Blending land uses
- Promoting walkability
- Promoting connectivity
- Calming traffic
- Creating attractive and active streetscapes
- Highlighting natural areas
- Incorporating public health and sustainability



Streetscape



Single Family Parcel



Street Cross-Sections



Multi-Family Parcel

Downtown Mixed Use

Description: The Downtown Mixed-Use (DMU) area is intended to provide a unique mix of commercial, residential, public, and related uses in a pedestrian-friendly environment. It is expected that the downtown area will continue to include a mix of retail and service commercial, office, institutional, higher density residential, public uses, and park and recreation uses. Uses in the DMU area are expected to be integrated both vertically and horizontally.

Suitable Zoning Districts: Areas identified as Downtown Mixed Use are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within DMU areas include: Business (B), Multi-Family Residential (R-3), Zero Lot Line Residential (R-6), and Institutional (I). In addition, those properties between McLean Ave and the alley running parallel to Superior Ave., and between Kilbourn Ave. and the alley running parallel to Superior Ave., may be zoned for One- and Two-Family Residential (R-2).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. The City encourages all new development, or exterior site and building renovations, in the downtown area to maintain the urban fabric and character. New buildings should fit their context by including the additional considerations below.
3. Future projects in the Downtown Mixed Use land use category should be consistent in advancing the goals and recommendations of the City of Tomah Downtown Master Plan.

Additional Considerations:

Design Context and Architectural Character: New buildings should fit their context. Consider the following techniques:

- A) The surrounding context, especially adjacent buildings, should always be documented and considered before design begins. City reviewers should require photos of this context during the review process.
- B) Buildings should incorporate architectural elements that provide visual interest and human scale, such as differentiation of the ground floor level, awnings, or canopies over entrances, etc.
- C) It is not necessary to replicate historic architectural styles with new buildings, but there should be some consistency of the scale and rhythm of design features, such as windows and floor heights, which help fit a new building within a block of older buildings.
- D) Building materials should be consistent with other nearby buildings. Brick and stone are strongly encouraged in most parts of downtown, but other quality, long-lasting materials may be appropriate in some places.
- E) Building design and signage should incorporate small accents that celebrate the City’s history (e.g., Gasoline Alley), culture, and industries (e.g., Cranberry Country).

Building Height: Multi-story buildings are strongly encouraged on all downtown sites.

Relationship to the Street: Buildings and sites should be designed to establish visual and physical connections between the public realm of the street and the private realm of the building. Consider the following techniques (see Figure 3.6):

- A) In most cases there should be no setback from the sidewalk, though occasional partial setbacks to create usable space, as for an outdoor seating area, are acceptable. Shallow setbacks may be permissible for properties that do not face Superior Ave.
- B) The front door should face the primary street.
- C) There should be clear vision windows on the street facade. Retail and service spaces should have large, clear windows that provide good visual connection between the building interior and the sidewalk.

Garages: Street-facing garages doors should be avoided whenever possible.

Parking: Front yard parking is not permitted. Side yard parking should be separated from the sidewalk by a low fence or landscape buffer to partially obscure views of parking while retaining visual connections to maintain personal safety. (Refer to Figure 3.6)

Landscaping: In places where the building is not built at the front property line, hardscape improvements and native plants should be used to provide visual interest and a comfortable pedestrian environment.

Lighting: Exterior lights should be full-cut-off fixtures that are directed to the ground to minimize glare and light pollution, and especially to avoid light trespass to residential uses. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).

Signs: Signs should be pedestrian-scaled. Desired sign types include building-mounted, window, projecting, monument, and awning. Signs should not be excessive in height or square footage.

Service Areas: Trash and recycling containers, street-level mechanical, rooftop mechanical, outdoor storage, and loading docks should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.

Stormwater: Green roofs, permeable pavement and other stormwater management technologies should be utilized as feasible to filter pollutants and infiltrate or delay runoff.

Planned Mixed Use

Description: Planned Mixed Use (PMU) areas are intended for a well-planned mix of commercial, office, institutional, and multi-family uses that serve neighborhood, community, and regional markets. Examples include large retail and service businesses, multi-family apartments, offices, clinics and health care facilities, hotels, restaurants and entertainment businesses, storage, mixed-use residential and commercial structures, and automobile sales and services. The type and size of use will be determined by location and market forces. Additionally, it is expected for high-density residential and institutional uses to be located in this area.

Suitable Zoning Districts: Areas identified as Planned Mixed Use are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within these areas include: Business (B), Office Business (B-1), Highway Business (B-2), Multi-Family Residential (R-3), and Institutional (I).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. Commercial areas should generally be served by a contiguous sidewalk network and safe bike routes.
3. The City encourages and supports investment in older commercial uses and sites in existing neighborhoods. Older commercial sites with depilated buildings should be targeted for redevelopment into new commercial or residential uses through the use of all economic development tools at the City's disposal.
4. The City encourages for all commercial projects the use of design strategies that will maintain property values over time. This section offers different strategies for highway settings and neighborhood settings in some categories.
5. Consider amendments to the City's Zoning Ordinance to incorporate the considerations as listed below, in addition to a percentage-based approach to mixed-use buildings instead of all residential above the ground floor, reducing minimum lot sizes and setbacks, increasing lot coverage standards, reducing minimum parking requirements, allowing shared parking situations by-right, minimum bicycle parking standards, and modernizing land use categories.

Additional Considerations (see Figures 3.7 and 3.8):

- **Relationship to the Street:** The building should be designed such that the primary building facade is oriented towards the street (toward the larger street on corner lots) and should have a public entrance.
- **Architectural Character:** The building should be designed using architectural elements that provide visual interest and a human scale that relates to the surrounding neighborhood context.
- **Building Materials:** The building should be constructed of high-quality, long-lasting finish materials, especially along prominent facades with frequent customer traffic.
- **Building Projections:** Canopies, awnings, and/or gable-roof projections should be provided along facades that give access to the building.
- **Signs:** Signs should not be larger or taller than necessary based on the context of the site, and within the limits established by the zoning ordinance.
- **Highway commercial:** desired sign types include building-mounted, monument.
- **Neighborhood commercial:** desired sign types include building-mounted, window, projecting, monument, and awning.
- **Parking:** Front yard parking should be limited; side yard, rear yard, or below building alternatives are preferred. Shared parking and access between properties is encouraged to minimize curb cuts and make more efficient use of land and paved surfaces. Landscaping and trees should be incorporated into all surface parking areas to improve aesthetic and environmental performance. Vegetative buffers should be provided between pedestrian circulation routes and vehicular parking/circulation. Access drive lanes should be separated from parking stalls to reduce congestion.

- **Landscaping:** Generous landscaping should be provided with an emphasis on native plant species. Landscaping should be placed along street frontages, between incompatible land uses, along parking areas, and in islands of larger parking lots. Use trees and low bushes in and around parking areas to partially obscure views of parking while retaining visual connections to maintain personal safety.
- **Lighting:** Exterior lights should be full-cut off fixtures that are directed to the ground to minimize glare and light pollution, and especially to avoid light trespass to nearby residential property. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).
- **Stormwater:** Rain gardens, bio-retention basins, permeable pavement, and other stormwater management technologies should be utilized to filter pollutants and infiltrate runoff.
- **Service Areas:** Trash and recycling containers, street-level mechanical, rooftop mechanical, outdoor storage, and loading docks should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.

Regional Mixed Use

Description: Regional Mixed Use (RMU) areas are intended for indoor commercial, offices, showrooms, warehousing, storage, and light industrial uses with associated office functions. RMU developments are usually designed in a unified manner and feature both public and private landscaping, and common directory signage and/or entry features.

Suitable Zoning Districts: Areas identified as RMU are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within RMU areas include: Office Business (B-1), Highway Business (B-2), Limited Industrial (M-1), General Industrial (M-2), and Highway Industrial (M-3), and Institutional (I).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. RMU areas should generally be served by a contiguous sidewalk network and safe bike routes.
3. The City encourages the use of design strategies that will maintain property values over time in RMU areas.
4. Consider amendments to the City's Zoning Ordinance to incorporate the considerations as listed below, in addition to reducing minimum lot sizes and setbacks, increasing lot coverage standards, reducing minimum parking requirements, allowing shared parking situations by-right, minimum bicycle parking standards, and modernizing land use categories.

Additional Considerations (see Figures 3.7 and 3.9):

- **Relationship to the Street:** Buildings should be designed such that the primary building facade and entrance are oriented towards the street (toward the larger street on corner lots).
- **Architectural Character:** Buildings should be designed using architectural elements that provide visual interest. A consistent design theme or style among different sites is not necessary.
- **Building Materials:** Buildings should be constructed of high-quality, long-lasting finish materials.
- **Building Entrances:** Building entrances should utilize architectural features that make them easy to find and which provide some measure of protection from the elements immediately in front of the door.
- **Signs:** Signs should not be larger or taller than necessary based on the context of the site, and within the limits established by the zoning ordinance. Common directory signs at entrances and a common style or format for all sites are encouraged.
- **Parking:** Parking should be in the side yard or rear yard wherever feasible. Front yard parking should be limited to one double-loaded aisle. Shared parking among neighboring sites is encouraged to make more efficient use of land and paved surfaces. Vegetative buffers should be provided in parking lots between pedestrian circulation routes and vehicular parking/ circulation. The use of on-street parking is encouraged. Access drive lanes should have adequate throat depths to allow for proper vehicle stacking.
- **Landscaping:** Generous landscaping should be provided with an emphasis on native plant species. Landscaping should be placed along street frontages, between incompatible land uses, along parking areas, and in islands of larger parking lots. Use trees and low bushes in and around parking areas to partially obscure views of parking while retaining visual connections to maintain personal safety.

- **Lighting:** Exterior lights should be full-cut-off fixtures that are directed to the ground to minimize glare and light pollution, and especially to avoid light trespass to any nearby residential property. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).
- **Stormwater:** Rain gardens, bio-retention basins, permeable pavement, and other stormwater management technologies should be utilized to filter pollutants and infiltrate runoff.
- **Service Areas:** Trash and recycling containers, street-level mechanical, rooftop mechanical, outdoor storage, and loading docks should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.

Heavy Industrial

Description: Heavy Industrial (HI) areas are intended for heavy and outdoor industrial uses such as heavy manufacturing, warehousing, distribution, wholesale trade, accessory offices, and similar uses. Industrial areas are typically larger, individual sites not part of a larger business park.

Suitable Zoning Districts: Areas identified as Industrial are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within HI areas include: Limited Industrial (M-1), General Industrial (M-2), and Highway Industrial (M-3).

Land Use Strategies:

1. Urban services will be required for all new development, including municipal water, wastewater, and stormwater management systems.
2. Industrial areas should be located near regional transportation routes. Industrial areas should generally be served by safe bike routes.
3. The City encourages and supports investment in older industrial uses and sites in existing neighborhoods. Older industrial sites with dilapidated buildings should be targeted for redevelopment into new industrial or commercial uses through the use of all economic development tools at the City's disposal.
4. Consider amendments to the City's Zoning Ordinance to ensure all industrial projects integrate design strategies that will maintain property values over time. Many of the design strategies previously illustrated for Downtown, Planned Mixed Use, and Regional Mixed-Use areas are not applicable for Heavy Industrials areas; however, the City encourages adherence to the lighting and service area design strategies illustrated in Figure 3.9 and the signage and stormwater management strategies. In addition, loading docks should be screened from public view along the front of the building through landscaping or building design.
5. Consider amendments to the City's Zoning Ordinance to incorporate reducing minimum parking requirements, allowing shared parking situations by-right, minimum bicycle parking standards, and modernizing land use categories.
6. Consider the establishment of a new Zoning District to accommodate and provide zoning regulations for heavy industrial uses to give the City the needed regulatory power outside of the Conditional Use Permit process.

Extraction and Disposal

Description: Extraction and Disposal areas (ED) are intended for the most intensive industrial, outdoor storage, disposal, quarries, gravel pits, clay extraction, peat extraction, and related uses, often associated with high intensity operations, traffic, and potential impacts to surrounding land uses.

Suitable Zoning Districts: Areas identified as Extraction and Disposal are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within ED areas includes the General Industrial (M-2) District.

Land Use Strategies:

1. Consider the establishment of a new Zoning District to accommodate and provide zoning regulations for extraction, disposal, and similar high-intensity land uses to give the City the needed regulatory power outside of the Conditional Use Permit process.

Public & Institutional

Description: Public & Institutional (PBI) areas are intended for churches, schools, cemeteries, art and cultural facilities, local government facilities and other parcels that are owned by a public or quasi-public entity. Park and recreational uses are sometimes a secondary use on these sites.

Suitable Zoning Districts:

Areas identified as Public and Institutional are regulated by the City of Tomah Zoning Code. These uses are permitted in most all zoning districts as a conditional use. Generally acceptable zoning districts within PBI areas also includes the Institutional (I) District.

Land Use Strategies:

- 1. Decommissioned public properties, such as schools or churches, be reused or redeveloped in ways compatible with the surrounding neighborhood.

Additional Considerations: Many public and institutional uses are located in or next to residential areas. The following strategies are intended to mitigate negative impacts on surrounding uses.

- **Traffic and Parking:** Parking and driveway access should be designed to minimize the impacts of vehicle headlights, congestion, and aesthetic appearance on the surrounding neighborhood. Parking lots should be buffered from adjacent residential uses by a landscaping buffer that blocks headlights and the view of parked cars.
- **Landscaping:** Generous landscaping should be provided with an emphasis on native plant species. Landscaping should be placed along street frontages, between incompatible land uses, along parking areas, and in islands of larger parking lots. Use trees and low bushes in and around parking areas to partially obscure views of parking while retaining visual connections to maintain personal safety.
- **Lighting:** Exterior lights should be full-cut off fixtures that are directed to the ground to minimize glare and light pollution, and especially to avoid light trespass to nearby residential property. Limited uplighting is acceptable for architectural accentuation, flag lighting, and to highlight key civic features (e.g., church steeples).
- **Stormwater:** Rain gardens, bio-retention basins, permeable pavement, and other stormwater management technologies should be utilized to filter pollutants and infiltrate runoff.
- **Service Areas:** Trash and recycling containers, street-level mechanical, rooftop mechanical, outdoor storage, and loading docks should be located or screened so that they are not visible from a public street. Screening should be compatible with building architecture and other site features.

Airport

Description: Airport areas (AI) are intended for lands that are designated as current or future locations for airports, hangars, and associated airport activities and operations.

Suitable Zoning Districts: Areas identified as Airports are regulated by the City of Tomah Zoning Code. Generally acceptable zoning districts within AI areas includes the Limited Industrial (M-1) and General Industrial (M-2) Districts

Land Use Strategies:

- 1. Consider the establishment of a new Zoning District to accommodate and provide zoning regulations for airport land uses to give the City the needed regulatory power outside of the Conditional Use Permit process.

Parks, Recreation, and Open Space

Description: Parks, Recreation, and Open Space (POS) areas are intended for active and passive recreation uses or preservation of natural areas.

Suitable Zoning Districts: Areas identified as Park and Open Space are regulated by the City of Tomah Zoning Code. These uses are permitted in most all zoning districts as a conditional use. Generally acceptable zoning districts within POS areas also includes the Institutional (I) District or the Conservancy (C-1) District.

Land Use Strategies:

1. Areas identified as POS should be preserved for passive and active recreational uses. Some stormwater management or other utility/institutional uses (e.g., water towers, recreational-based building/facilities) may be located within these areas.
2. The Comprehensive Outdoor Recreation Plan (CORP) will be used as the guide to future investment and development within this land use category. See the City's CORP for detailed recommendations within each park and open space site.

Environmental Corridor Overlay

Description: The Environmental Corridor (EC) overlay classification identifies sensitive lands that may be subject to development restrictions enforced by County, State, or Federal agencies. Mapped EC areas include all land that meets one or more of the following conditions:

- Water bodies and wetlands mapped as part of the WIDNR Wetland Inventory, or
- 100-Year Floodplains based on FEMA maps, or
- Areas with steep slopes greater than 20%

The primary intent of these areas is to retain sensitive natural areas in either public or private ownership for the benefit of maintaining fish and wildlife habitat; to prevent and control water pollution; to prevent erosion and sedimentation; to prevent property damage caused by flooding; to preserve areas of natural beauty; and to provide areas for outdoor recreation. A majority of the EC represents areas that are vital to the region's ecosystem and are key ingredients of the rural character and image of the Tomah community, and thus development in areas designated EC shall be limited.

Suitable Zoning Districts: NRP lands may be zoned as described by the underlying land use classification, but are subject to development restrictions defined by other City, County, State, or Federal rules and regulations.

Land Use Strategies:

1. This classification is intended to function as an overlay district, such that the underlying future land use classification remains in place, but the overlay classification indicates the possibility of additional restrictions on development.
2. Landowners are advised that land within EC areas may be restricted from building development, site grading, or vegetation clearing under the City, County, State, or Federal regulations. The City maintains that some sites may be suitable for development with proper site planning. Where building development is permissible additional building setbacks and buffer yards beyond the minimum requirements are encouraged.
3. Recreational uses, agricultural and silviculture operations are usually permitted in accordance with county, state, and federal laws. Best Management Practices are highly encouraged in these areas.

Long-Term Growth Area

Description: Land where the City may grow beyond the 20-year planning period, for which it is premature for the City to designate any particular type of future land use. Prior to the development within any part of the Long-Term Growth Area, the City will amend this Comprehensive Plan to recommend specific future land uses (beyond agriculture) and identify how the specific land use pattern would be served by transportation, utility, and other public services.

Suitable Zoning Districts: Areas identified as Long-Term Growth Areas within the Town of LaGrange and Town of Tomah are regulated by the Monroe County Zoning Code. Any areas identified as Long-Term Growth Area which become annexed to the City of Tomah shall be zoned in accordance with the newly designated Future Land Use.

Land-Use Strategies:

1. Policies and recommendations on permissible uses for the Long-Term Growth Areas shall be the same as those listed for the Agricultural future land use category unless and until the City's Comprehensive Plan is amended.
2. The City will use its extraterritorial land division review authority to ensure that any development proposed in these areas aligns with the long-term extension of the City's growth pattern.
3. Prior to allowing more intensive forms of development within the Long-Term Growth Area, the City will, through the Comprehensive Plan amendment process, identify specific future land uses (other than agriculture) and how the specific land use pattern would be served by transportation, utility, and other public services.

SPECIAL PLANNING AREAS

Special Planning Areas (SPA) includes locations identified for either redevelopment or new development where additional sub-area planning should be considered in order to facilitate the vision and goals for these areas. Sub-area planning may take the form of detailed neighborhood land use plans, zoning code modifications, or economic development initiatives.

Canadian Pacific Railroad Property (CPP)

In 2010, the City of Tomah created a sub-area plan for portions of properties owned by Canadian Pacific Railroad. The property is a highly-visible, 60-acre parcel near the center of the community and just north of Downtown. This vacant property has been targeted for redevelopment by the city for many years. The sub-area plan recommended developing the site into an Intermodal Hub and Regional Welcome Center to help drive customer activity into Tomah's downtown businesses district and to help improve the aesthetics of the property as viewed from Superior Avenue. At the time the plan was created the State was considering plans to develop high-speed passenger rail from Minneapolis to Chicago (Midwest High Speed Rail System). Developing a new platform and station was in integral part of the planning process, including connections for bus transit and bicycle trails, on-site restaurants, and space for a visitors center. Since the sub-area plan was completed funding for the Midwest High Speed Rail project in Wisconsin has not been approved and the management from Canadian Pacific have indicated to City Officials a desire to contain to maintain the property for freight movement. The Intermodal Hub and Regional Welcome Center may become a viable idea again in the future, and if this becomes the case, the recommendations of this sub-area plan should be revisited and considered for approval as a component of this comprehensive plan.

Downtown

In 2017, the City of Tomah adopted a Downtown Master Plan covering the majority of the area designated with the Downtown Mixed Use land use category. This plan includes visioning, branding, and marketing strategies, public use and infrastructure recommendations, land use and redevelopment opportunities, and a detailed action plan. These various recommendations and strategies have been integrated into this plan and Tomah is actively working to implement the Downtown Plan.

Housing


In 2022, the City of Tomah adopted a Housing Assessment which detailed the issues, opportunities, and gaps within the City's housing market. While this assessment doesn't reflect a special planning area, it does provide recommendations for addressing the community's housing needs that dovetail with the land use strategies listed above. Increasing the community's housing affordability and availability will continue to be a high priority initiative over the planning period.



DESIGN STRATEGIES

The following design strategies, referenced in the detailed future land use section above, demonstrate the preferred layouts and designs for new development throughout the City.

**CONSERVATION
DEVELOPMENT**



Conservation development usually attempts to hide development from the main road(s) through natural topography, landscape buffers and setbacks in order to preserve rural character.

Figure 3.3: Conservation Design Strategies



Discouraged Layout



Desirable Layout #1



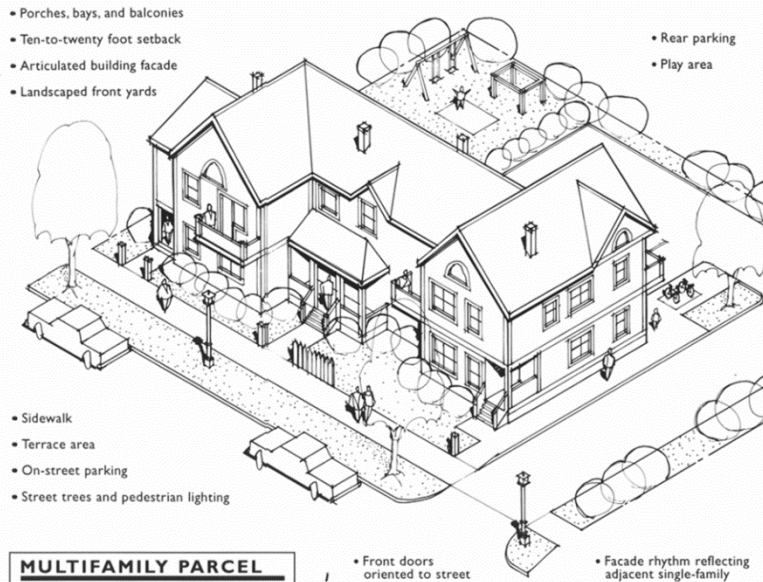
Desirable Layout #2

Figure 3.4: Single-Family Design Strategies



- The front door should face the street and there should be a clear route to the door from the street or sidewalk.
- There should be windows on the street façade.
- Building setbacks will vary according to building type and lot size, but should generally not exceed 30 feet.
- Incorporate a covered front porch, or at least a raised stoop, preferably covered.
- Utilize low fences, hedges, or other landscaping to establish a layer of privacy behind the sidewalk.

Figure 3.5: Multifamily-Family Design Strategies



- The front door should face the street and there should be a clear route to the door from the street or sidewalk.
- There should be windows on the street façade.
- Building setbacks will vary according to building type and lot size but should generally not exceed 30 feet.
- Utilize low fences, hedges, or other landscaping to establish a layer of privacy behind the sidewalk.

Figure 3.6: Downtown Design Strategies

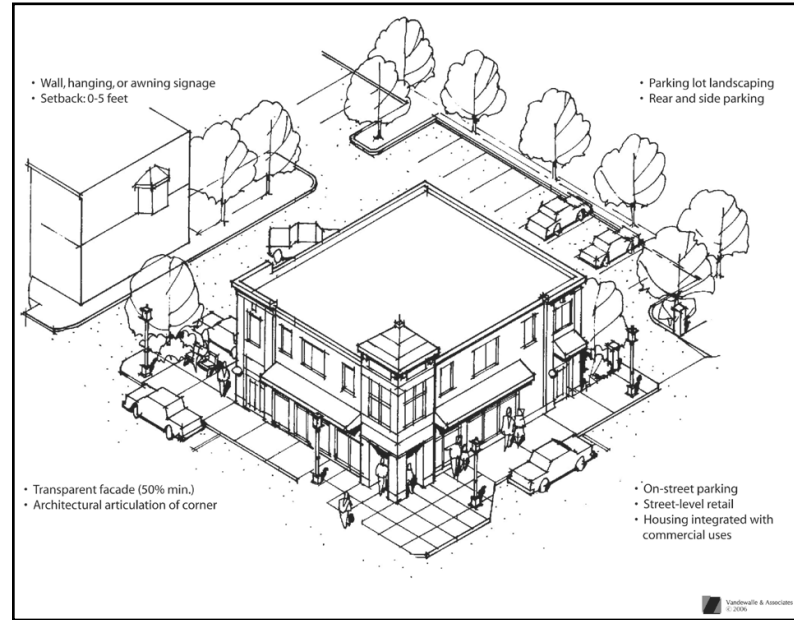
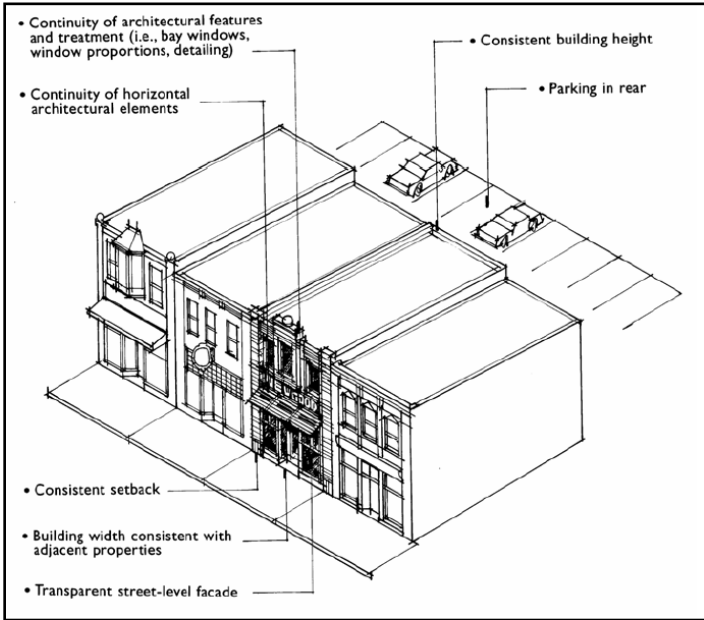


Figure 3.7: Commercial Design Strategies

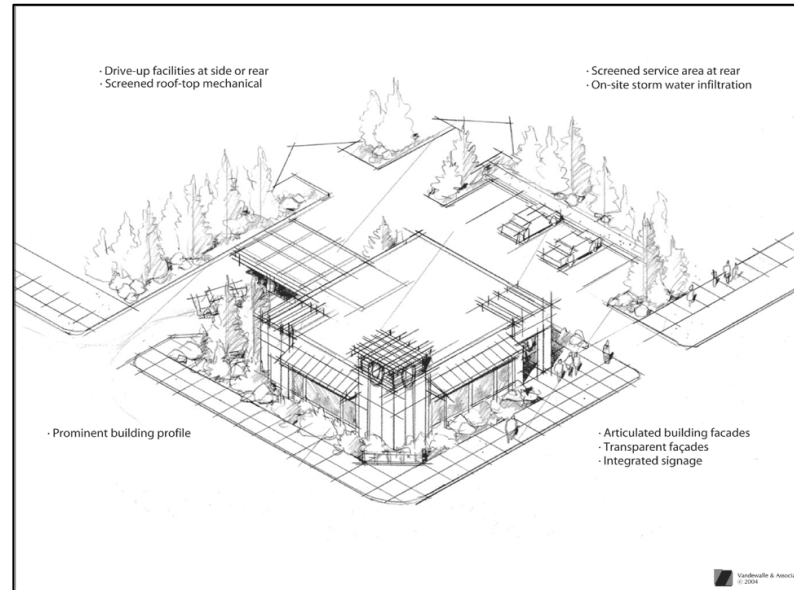
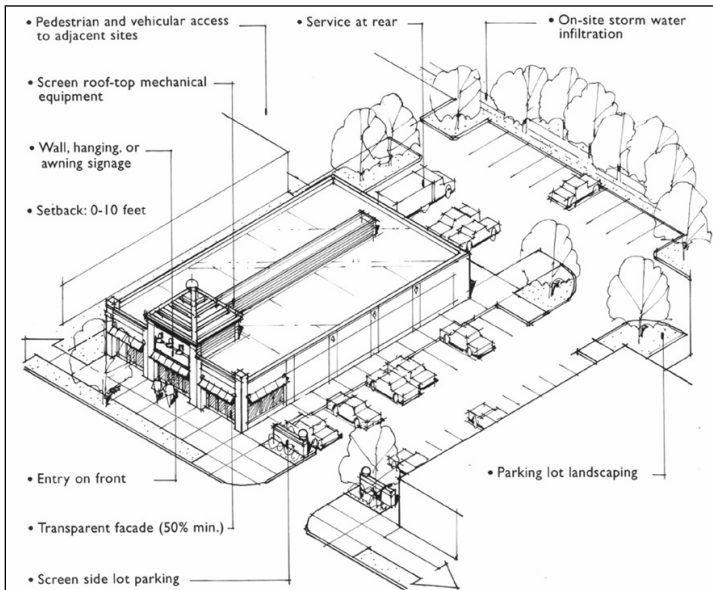


Figure 3.8: Mixed-Use Center Design Strategies



MIXED-USE CENTERS

VANDEWALLE & ASSOCIATES, INC.

Mixed-Use Centers are designed to create vibrant, pedestrian environments in which people can live, work, shop and obtain daily services.

Buildings with different uses, sometimes even on different floors, are arranged within walking distance to each other and are connected via sidewalks. Obtaining moderate to higher densities and paying close attention to design and quality are critical aspects of mixed use centers.

Characteristics of Mixed Use Centers include:

- Walking relationship between uses
- Street activity from morning through evening
- Multi-story buildings, generally with more active uses on first floor
- Minimal front setbacks
- Buildings and sites designed for pedestrians not automobiles
- Parking located on streets, to rear of buildings, and/or in structures
- Transit service potential
- Building entrances oriented to street



A Retail/Residential Above



B Retail/Office Flex Space



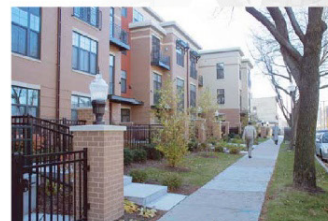
C Retail



D Office

Typical Mixed-Use Center Land Uses:

- Multi-family and attached housing
- Offices
- Clinics
- Restaurants, including outdoor dining
- Coffee shop
- Deli/market
- Grocery store
- Urban gathering spaces (e.g. farmer's market)
- Dry cleaner
- Day care
- Drug store



E Multi-Family Residential



F Office/Residential Above

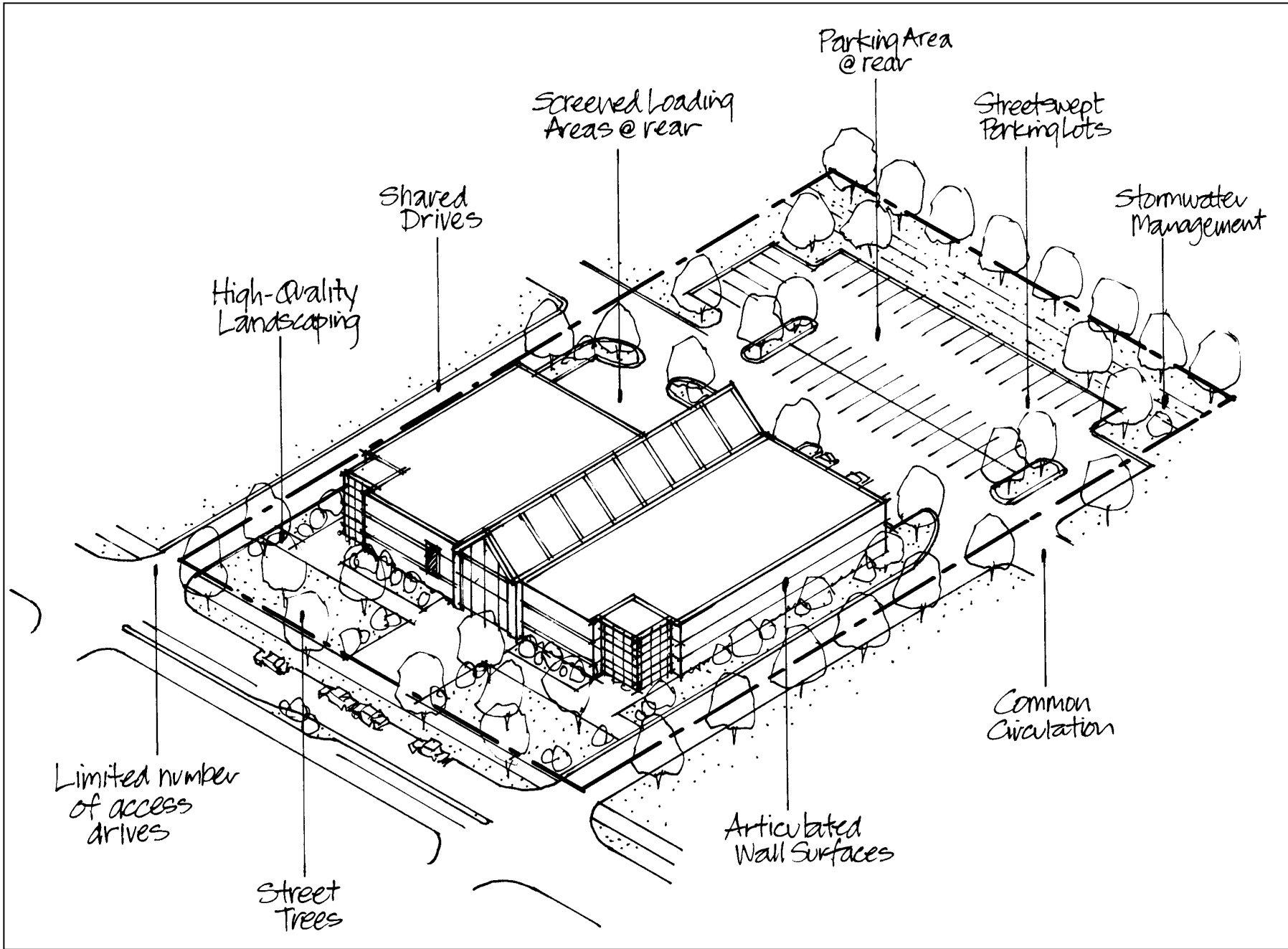


G Gas Station
- 2nd Floor Office
- Fuel Pumps in Back



H Institutional

Figure 3.9: Industrial Design Strategies





4. IMPLEMENTATION



CHAPTER 4: IMPLEMENTATION

This chapter describes the process for adopting and amending the plan, tools and procedures by which the plan will be implemented, and a set of actions to be pursued in the next 10 years to help the City realize the vision, goals, and objectives in this plan.

GUIDING DAILY DECISIONS

Responsibility for implementing this plan lies primarily with City Council, City Planning Commission, and City Staff.

City Council

The City Council sets priorities, controls budgets and tax rates, and often has the final say on key aspects of public and private development projects. The value and legitimacy of this plan is directly related to the degree to which Council members are aware of the plan and expect City actions to be consistent with this plan. Each council member should have a copy of this plan and should be familiar with the major goals and objectives described herein. The City Council should expect and require that staff recommendations and actions both reference and remain consistent with this plan.

City Plan Commission

Land use and development recommendations are a core component of this plan, and the Planning Commission has a major role in guiding those decisions. Plan Commission members must each have a copy of this plan and must be familiar with its content, especially Chapter 3: Future Land Use. It is generally the responsibility of the Plan Commission to determine whether proposed projects are consistent with this plan, and to make decisions and recommendations that are consistent with this plan. In cases where actions that are inconsistent with this plan are deemed to be in the best interest of the City, the Plan Commission should initiate efforts to amend the plan to better reflect City interests. This will help to reinforce the legitimacy of the plan as an important tool in City functions.

Other City Committees & Agencies

In some cases, particular initiatives and action items listed in this plan may be more appropriately carried out by another City committee such as the Long-Range Planning Committee or Park & Recreation Commission, or in cooperation with other units of government, business organizations, or non-profit agencies. In such cases, this plan should serve as a foundation for city related decision making. City staff and officials should take an active lead role in sharing this plan with other organizations, communicating the intent of relevant objectives and strategies.

City Staff

Key City staff have a significant influence on the selection and completion of all kinds of capital and operational projects. It is imperative that individuals in key roles know about, support, and actively work to implement the various strategies and actions in this plan. Specifically, the Senior Executive Staff Team and Department Heads should consult and reference the comprehensive plan during goal-setting and budgeting processes, during planning for major public projects, and in the review of private development projects.

These key staff members are expected to know and track the various goals, objectives, strategies, and actions laid out in this plan, and to reference that content as appropriate in communications with residents and elected and appointed officials. All other department directors should also be aware of the plan and the connections between the plan and City projects. The purpose of this extra effort is to strengthen staff recommendations and reinforce the plan as a relevant tool integral to City functions.



GUIDING ANNUAL DECISIONS

To provide lasting value and influence, this plan must be used and referenced regularly, especially during annual goal-setting, budgeting, and capital planning processes. To inform these annual processes, the Senior Executive Staff Team will prepare, with input from other departments, a concise Comprehensive Plan Annual Report with the following information:

- Action items in progress or completed during the prior 12 months (celebrate success!)
- Staff recommendations for action items to pursue during the next 12 months.
- Staff recommendations for any amendments to the adopted plan

The Comprehensive Plan Annual Report/Working Action Plan should be maintained on an annual basis, starting with the actions in the section and evolving over time. Completed actions should be celebrated and removed, while those actions not yet carried out should be given new deadlines (if appropriate) and assigned to specific individuals, boards, or committees for completion per the new schedule and City Council directive. If the updated action plan is consistent with the goals, objectives, and policies of the comprehensive plan, updating the action plan should not require an amendment to the plan and can be approved simply by City Council resolution.

IMPLEMENTATION TOOLS

Many of the strategies identified in this plan presume the use of existing City ordinances and programs. The City's key implementation tools include:

Operational Tools

- Annual Budget Process
- Capital Improvement Program

Regulatory Tools

- Land Use Regulations (including zoning, land division, subdivision, landscaping, and signage regulations)
- Architectural & Site Design Regulations
- Historic Preservation Ordinances
- Building and Housing Codes (including sanitary, mechanical, and electrical codes)
- Erosion and Stormwater Ordinances
- Official Maps

Funding Tools

- Tax Incremental Financing (TIF) Districts
- Grant Programs
- General Fund Revenues
- Fees & Special Assessments
- Fundraising



PLAN ADOPTION, AMENDMENT, & UPDATE PROCEDURES

The procedures for comprehensive plan adoption or amendment are established by Wisconsin's Comprehensive Planning Law (66.1001, Stats.). This comprehensive plan and any future amendments must be adopted by the City Council in the form of an adoption ordinance approved by a majority vote. Two important steps must occur before the City Council adopts or amends the plan: the Plan Commission must recommend adoption and the City Council must hold an official public hearing.

Plan Commission Recommendation

The Plan Commission must recommend adoption or an amendment by passing a resolution that very briefly summarizes the plan and its various components. The resolution should also reference the reasons for creating plans and the public involvement process used during the planning process. The resolution must pass by a majority vote of the Plan Commission, and the approved resolution should be included in the adopted plan document.

Public Hearing

Prior to adopting this plan, or any subsequent plan amendment, the City Council must hold at least one public hearing to discuss the plan or amendment. At least 30 days prior to the hearing a Class 1 notice must be published that contains, at minimum, the following:

- The date, time, and location of the hearing,
- A summary of the proposed plan or plan amendment,
- The local government staff who may be contacted for additional information,
- Where to inspect and how to obtain a copy of the proposed plan or amendment before the hearing.

The notice should also provide a method for submitting written comments, and those comments should be read or summarized at the public hearing.

Draft Distribution and Public Hearing Notifications

The City is required to provide direct notice of the public hearing to all of the following:

- An operator who has obtained, or made an application for, a permit that is described under s. 295.12(3)(d).
- A person who has registered a marketable nonmetallic mineral deposit under s. 295.20.
- Any other property owner or leaseholder who has an interest in property pursuant to which the person may extract nonmetallic mineral resources if the property owner or leaseholder requests in writing that the local government unit provide the property owner or leaseholder notice of the hearing.
- Any individuals who request, in writing, notification of the proposed comprehensive plan ordinance or public hearing. Each such individual must be sent a notice of the public hearing and a copy of the ordinance at least 30 days prior to the public hearing. The City may charge a fee equal to the cost of providing such notice and copy.



Finally, the City should send the notice and a copy of the proposed plan, or plan amendment, to the Plan Distribution List (see below). These draft distributions are not required by statute prior to adoption, but are strongly recommended as a matter of courtesy and good planning practice. The City should coordinate directly with the public library to make a hard copy of the proposed plan, or plan amendment, available for viewing by any interested party.

Plan Adoption

This plan and any future amendments become official City policy when the City Council passes, by a majority vote of all elected members, an adoption ordinance.

Adopted Plan Distribution

Following final adoption of this plan, and again following any amendments to the plan, a copy of the plan or amendment must be sent to each of the following:

1. Every governmental body that is located in whole or in part within the boundaries of the City, including any school district, sanitary district, or other special district.
2. The clerk of every town, city, village, and county that borders the City.
3. The regional planning commission in which the City is located.
4. The public library that serves the area in which the City is located.
5. The Comprehensive Planning Program at the Department of Administration.

Plan Amendment vs. Plan Update

From time to time the City may be faced with an opportunity, such as a development proposal, which does not fit the plan but is widely viewed to be appropriate for the City. Should the City wish to approve such an opportunity, it must first amend the plan so that the decision is consistent with the plan. Such amendments should be carefully considered and should not become the standard response to proposals that do not fit the plan. Frequent amendments to meet individual development proposals threaten the integrity of the plan and the planning process and should be avoided.

Any change to the plan text or maps constitutes an amendment to the plan and must follow the adoption/amendment process described in this section. Amendments may be proposed by either the City Council, Plan Commission, Long Range Planning Committee, City Staff, or city property owners. Amendments may be made at any time using this process. A common and recommended approach is to establish a consistent annual schedule for consideration of amendments. This process can begin with a joint meeting of the Plan Commission and Long-Range Planning Committee (January), followed by Plan Commission recommendation (February), then the 30-day public notice procedures leading to a public hearing and vote on adoption by the City Council (March or April).

Wisconsin's comprehensive planning statute (66.1001) requires that this plan be updated at least once every 10 years. Unlike an amendment, the plan update is a major re-write of the plan document and supporting maps. The purpose of the update is to incorporate new data and ensure that the plan remains relevant to current conditions and decisions. The availability of new data and/or a series of significant changes in the community may justify an update after less than 10 years. Frequent requests for amendments to the plan should signal the need for a comprehensive update.



PLAN CONSISTENCY

Once formally adopted, the plan becomes a tool for communicating the City’s land use policy and for coordinating legislative decisions. Per the requirements of Wisconsin’s Comprehensive Planning Law, if a local government unit enacts or amends any of the following ordinances, the ordinance must be consistent with that local governmental unit’s comprehensive plan:

1. Official maps
2. Local subdivision regulations
3. General zoning ordinances
4. Shoreland/wetland zoning ordinances

An action will be deemed consistent if:

1. It furthers, or at least does not interfere with, the goals, objectives, and policies of this plan,
2. It is compatible with the proposed future land uses and densities/intensities contained in this plan,
3. It carries out, as applicable, any specific proposals for community facilities, including transportation facilities, other specific public actions, or actions proposed by nonprofit and for-profit organizations that are contained in the plan.

The State of Wisconsin planning legislation requires that the implementation element describe how each of the nine-elements will be integrated and made consistent with the other elements of the plan. Prior to adoption of the plan, the City reviewed, updated, and completed all elements of this plan together, and no inconsistencies were found.

Inconsistencies with Town of Tomah or Town of La Grange Comprehensive Plans

No known inconsistencies were identified during the planning process. In addition, the future land use categories and policies for the City’s extraterritorial area are similar to those terms and policies adopted by both the Town of Tomah and Town of La Grange. The policies of this plan encourage continued cooperation with the neighboring towns to jointly plan boundary areas and coordinate their long-term growth plans with the City’s Comprehensive Plan.

Inconsistencies with the Monroe County Comprehensive Plan

No known inconsistencies were identified during the planning process. As required by state statute 66.1001, the City’s updated comprehensive plan will be provided to Monroe County so that the County may update its comprehensive plan to reflect the City’s new plan.



SEVERABILITY

If any provision of this Comprehensive Plan will be found to be invalid or unconstitutional, or if the application of this Comprehensive Plan to any person or circumstances is found to be invalid or unconstitutional, such invalidity or unconstitutionality will not affect the other provisions or applications of this Comprehensive Plan, which can be given effect without the invalid or unconstitutional provision or application. If any requirement or limitation attached to an authorization given under this Comprehensive Plan is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid.

ACTION PLAN

Based on public, City staff, and committee input, the following action plan was developed. The following page provides additional information regarding implementation of each action item, including incremental steps which should be pursued in order to complete each item.

Priorities

Decisions regarding the timing, budgeting, and coordination of each action item within the next 10 years will be reviewed annually with the City Council as part of the municipal budget setting process and the Comprehensive Plan Annual Report.

Project Implementation

All action items are perceived to have a deadline of 10 years. In order to assist in the progression of each project intermediate tasks have been identified.

Responsible Parties

Most of these actions require leadership and effort by multiple people and organizations. Each action item indicates those parties considered necessary to implementation, with the understanding that the City Council generally has ultimate budgeting and approval authority.

Funding Sources

Most of these actions come at some cost. It is presumed that most could be supported by tax revenue from the City's general fund. Where other sources of potential funding may exist, such as grant programs, these are noted.

Measuring Success

Success in implementing the following action items will vary. In some cases, success is evaluated based on whether an action item is completed or if substantive steps have been taken to advance said action item.

ACTION ITEMS

Action Item: Build a multi-purpose indoor recreational facility

Description: This type of project received substantial support throughout the public input process. The development of a multi-purpose indoor recreational facility could include an indoor swimming pool, fitness areas, track, court space, and community room space. The City of Tomah recognizes that the development of this type of facility would not only fill an existing community void and improve overall community health, but also could be a regional asset that would bring additional non-residents to the City who may then visit other local businesses. In addition, a “YMCA-type” facility may also attract new families to the community.

Project Implementation: The City will continue to implement the recommendations of the Comprehensive Outdoor Recreation Plan related to this topic and build collaborative relationships with potential operating entities, identifying and analyzing potential sites, and complete a feasibility study which includes:

- Identify facility space and programming needs.
- Identify and evaluate alternative building sites.
- Develop conceptual site plans for each alternative site.
- Develop initial cost estimates for building construction.
- Identify potential funding sources and partners.

Responsible Parties: City Staff and City Council

Funding Sources: Funding for a public indoor recreational facility will likely come from a combination of City funds, grants, partnerships, and fundraising. A funding strategy should be developed to assist in the implementation of this action item.

Action Item: Develop a City of Tomah Bicycle and Pedestrian Plan and/or update the City’s Comprehensive Outdoor Recreation Plan.

Description: Increasing multi-modal transportation is a key opportunity to provide more walking and biking opportunities throughout Tomah. One of the best ways to accomplish this is through the development of a Bicycle and Pedestrian Plan or incorporating those opportunities withing a full update to the City’s Comprehensive Outdoor Recreation Plan. These plans help identify and prioritize upgrades to existing facilities and new facilities that can create a cohesive and complete network of infrastructure throughout Tomah. Once adopted, they serve as the guide for implementation and infrastructure upgrades that can be added to the City’s annual Capital Improvement Plan each year.

Project Implementation: The City will complete a Bicycle and Pedestrian Plan and/or update its 5-Year Comprehensive Outdoor Recreation Plan (CORP) to provide recommendations, strategies, and mapping of existing and proposed community and regional bike and pedestrian routes.

Responsible Parties: Parks and Recreation Director, Parks and Recreation Commission

Funding Sources: Once adopted, these plans will make the City of Tomah grant-eligible in the implementation of various bicycle, pedestrian, and recreational projects. The Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Grant Program and the Recreational Trails Grant Program are the two most viable grant sources. In order to be eligible for funding, projects must be identified in a CORP.

Action Item: Create a unified economic development approach.

Description: In an effort to attract and retain businesses in various areas of Tomah and increase the City's local tax base, a unified economic development approach is needed.

Project Implementation: There are numerous tasks which are necessary in order to achieve this community improvement project. However, during the planning process two important issues emerged which should be addressed in order to position the City for success.

- A. Assemble Additional Land for Business Expansion. Tomah is strategically located at the crossroads of two interstate roads, and the additional freight railroads and an airport make Tomah an attractive place for manufacturing, warehousing, and office uses that typically bring with them higher wage jobs with health and retirement benefits. However, the Tomah area also has abundant streams, wetlands, floodplain, and steep slope areas which present challenges to assembling land and providing cost efficient infrastructure to create additional areas for business development. The Future Land Use Map identifies areas for future industrial and business park uses, which are strategically located around the City's existing transportation facilities. This plan, at the time of adoption, does not advocate for additional utility extensions east or south of I-94 and I-90, where it has not already occurred, to develop additional areas for business development. Therefore, the focus over the next 10 years should be on developing existing vacant parcels or redeveloping existing parcels for new business use. This plan recommends working with the area property owners to acquire, develop, or in some cases annex, areas identified on the Future Land Use Map for commercial, industrial, and business park development. If other opportunities arise for additional business uses in areas not identified for such use on the Future Land Use Map the City will evaluate the need to amend the map according to the policies and procedures in this plan.
- B. Organize Public and Private Resources to Foster Economic Development. During the planning process, it was determined that the utilization of consultants was the most effective method of advancing community-wide economic development efforts. This includes:
 - a. One contact person to direct all economic development inquiries.
 - b. Partnership building with local, regional, and state groups.
 - c. Marketing efforts utilizing existing City channels, such as the City website.
 - d. Actively maintaining a database of available properties and buildings and working with businesses and developers to connect those entities with various local opportunities.
 - e. Creating a development handbook to outline development procedures and identify ways to streamline said processes.
 - f. Continue to monitor grant funding opportunities and other public/private funding sources that may be available.
 - g. Manage and monitor Tax Increment Financing Districts to identify opportunities and focus prioritization.
 - h. Consider the creation of a City-wide economic development strategy to focus community efforts on highest priority projects and objectives. This strategy would be updated annually.
 - i. Continue advancing childcare affordability and accessibility initiatives working with local stakeholders in the community. Consider partnering with these entities to support new childcare opportunities that help to resolve existing workforce issues and monitor/track the local situation over time.

Responsible Parties: Senior Executive Team, Long Range Planning Committee, City Council

Funding Sources: The City's general fund, Economic Development Fund, and Tax Incremental Financing will be a central component of furthering these economic development objectives and projects. Collaboration with other local, regional, county, and state organizations will also be included within these efforts and may be able to support additional funding for particular projects.

Action Item: Improve the appearance of private property in the City, create a “Clean Tomah” initiative.

Description: There is growing concern about the appearance and upkeep of the housing stock in the City. Dilapidated housing and storage of junk in yards erodes the quality of the City’s neighborhoods which can have secondary consequences such as decreasing property values, increased crime, and urban sprawl as more people look for housing outside of the central city. The City has added a Code Enforcement Officer to address these lingering issues.

Project Implementation: Implementation of this community improvement project should focus on three pillars: housing assistance programs, code education/enforcement, and absentee landlord programs. The City offers housing programs for repair and rehabilitation, home buyer down payment, and rental vouchers through Couleecap. Information about these programs is well organized and documented on the City’s web site and this plan recommends continuation of these programs. In addition, the City may establish an annual award program to recognize outstanding building rehabilitation projects or landscape improvements. The annual award would celebrate the efforts made by residents to improve their properties and raise awareness of various housing programs, improvement initiatives, and property maintenance requirements.

The City will review its Municipal Code to identify whether any ordinance modifications should be made to regulate the maintenance of housing and property and will issue code violations, as necessary.

The City will investigate landlord accountability programs used in other communities and implement those that are appropriate to Tomah’s needs.

Responsible Parties: Building & Zoning Inspector, Couleecap, Code Enforcement Officer

Funding Sources: The Wisconsin Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration, Division of Housing (DOH), provides grants to general purpose units of local government for housing programs which principally benefit low and moderate income (LMI) households. Funding for annual housing and property awards could come from a percentage of building or zoning permit fees.

Action Item: Revitalize Downtown and Superior Avenue as a pedestrian friendly, aesthetically pleasing, robust mixed-use community destination.

Description: The downtown is the heart and soul of the community. During the planning process concerns were raised regarding the lack of a unified theme, building, and signage standards, and streetscaping features in the downtown. To address these concerns, the City of Tomah adopted the Downtown Master Plan in 2017. However, as part of this planning process, downtown revitalization was highly prioritized as an initiative over the planning period. Emphasis on this action item will be a community objective in the near term as it impacts many of the other action items within this plan.

Project Implementation: The City will continue to implement the Downtown Master Plan over the planning period to stimulate revitalization efforts in the downtown area and along Superior Avenue. Several projects have been implemented or are ongoing, including streetscaping, wayfinding signage, and detailed design guidelines. However, other action items are still a work in progress as of the writing of this plan. At a minimum, it is recommended that the City of Tomah support the implementation of this plan, continue to evaluate progress, and complete a full update of the Downtown Master Plan over the planning period as implementation advances.

Responsible Parties: Senior Executive Team, Plan Commission, & Chamber of Commerce

Funding Sources: The Wisconsin Economic Development Corporation provides grants to offset the cost of creating downtown master plans.

Action Item: Enhance the aesthetics along major City streets and community gateways.

Description: US 12, WIS 131, WIS 21, WIS 16, CTH ET, and CTH CM are the main transportation routes in and out of the City. As such these corridors offer the first and last impression of the community. The design and appearance of these community gateways has a lasting impact on visitors, either positively or negatively. Well landscaped and signed entry ways communicate that Tomah is an inviting place to live, work, shop, play and stay.

Project Implementation: As part of the implementation of the Downtown Master Plan, or as a stand-alone project, the City will continue to evaluate the existing condition and appearance of the community’s gateways and identify strategies to improve the entrances to the community through the use of enhanced landscaping, gateway features, public art, private and community signage. The evaluation may identify the need to coordinate improvements to both public and private property. It may also include Zoning Ordinance amendments to improve standards along community gateways (more information can be found below).

Responsible Parties: Senior Executive Team, Long-Range Planning Commission, Public Works and Utilities Commission

Action Item: Become the safest small-town city in Wisconsin.

Description: There is continuing concern about increases in crime, drug, and alcohol abuse within the community. While some of these concerns may simply be perceived, rather than actual, no city wants to develop a reputation as an unsafe community.

Project Implementation: There is no single action the City can take to accomplish this community improvement project. Becoming the safest small-town city in Wisconsin is an on-going effort that requires collaboration between law enforcement, schools, social service agencies, civic organizations, businesses, and area residents. This plan suggests establishing a set of social indicators that the City can use to monitor the rise and fall of crime, drug and alcohol abuse within the community. In addition, the City can designate 5-10 sister cities to compare annual indicators in order to track to what degree Tomah is achieving its goal of becoming the safest small town in Wisconsin.

Responsible Parties: Police Department Staff

Action Item: Update and amend the City Zoning and Subdivision Ordinances to implement the recommendations of this plan, the 2022 Housing Assessment, and the 2017 Downtown Master Plan.

Description: The City’s ordinances require consistent evaluation over time to continue to evolve and adapt to changing situations. In lieu of a full Zoning Ordinance rewrite, there are several identified amendments below that could be implemented over the planning period.

Project Implementation: The following recommended ordinance changes and amendments include: .

- Reduce existing residential zoning district lot sizes and setbacks, and increase building coverage standards.
- Remove multi-family zoning district’s minimum lot size standards by unit and utilize a flat minimum lot size.
- Allow zero lot line multi-family development by-right and adapt bulk dimensional standards to provide that option.
- Allow accessory dwelling units (ADU) and/or in-family suites in single-family zoning districts with defined standards.
- Provide flexibility for residential infill development by allowing variable front setbacks by averaging existing development setbacks.
- Promote front porches and deemphasize front-loaded garages by reducing setbacks for porches, creating maximum front façade percentages for garages, and minimum front-loaded garage setbacks.
- Create a mixed-use (commercial and residential) land use that is permitted by-right in all commercial zoning districts that is percentage based, rather than requiring residential only above the ground floor.
- Promote infill and redevelopment by reducing business zoning districts lot sizes and setbacks, and increasing height.
- Reduce minimum parking requirements for all land uses, consider establishing maximum parking requirements, require minimum bicycle parking standards, and allow shared parking situations by-right.
- Consolidate land uses into overarching land use types (personal and professional services vs. clinics, banks, offices, etc.).
- Modernize land uses to include solar, electric vehicle charging, short-term rentals, community gardens, etc.
- Increase user-friendliness by creating overarching land use tables by zoning district.
- Create a defined list of Accessory Land Uses with defined standards and bulk dimensions.
- Allow more than one building per lot with defined standards and address nonconforming sites, structures, and lots to promote infill and redevelopment.
- Reduce the number of Conditional Uses in each zoning district and consider additional zoning districts to address Wisconsin Act 67 requirements.
- Develop and modernize new design and landscaping standards by land use.
- Rewrite the City’s Sign Ordinance to become compliant with the U.S. Supreme Court Reed v. Gilbert decision (content neutrality).

Responsible Parties: Building and Zoning Inspector and Plan Commission

Action Item: Create and adopt an Official Map.

Description: An Official Map allows communities to plan for long-term transportation, utilities, infrastructure, and community facility needs through identification of future needs both within the City’s existing boundary and beyond it within the City’s Extraterritorial Jurisdiction. This is one of the most powerful tools municipalities have to protect areas from premature development that would impede orderly, cost effective, and logical expansions of infrastructure and community facilities.

Project Implementation: Following the completion of this plan, the City should develop and adopt an Official Map which is reflective of the recommendations of this plan. Additionally, as other plans are completed and/or updated (Downtown Master Plan, CORP, Bicycle and Pedestrian Plan, other corridor plans, etc.), the Official Map should also reflect those recommendations.

Responsible Parties: Building and Zoning Inspector and Plan Commission

Action Item: Continue to implement the City of Tomah Housing Assessment and update the assessment over the planning period.

Description: In 2022, the City of Tomah adopted a Housing Assessment which outlined issues, opportunities, and gaps within the local housing market and established strategies and approaches to reversing trends and building on opportunities.

Project Implementation: Many other areas of this plan, including other action items listed above, are reflective of the Housing Assessment’s recommendations. The City will continue advancing ongoing initiatives and prioritizing new initiatives over the planning period. However, it is recommended that this report be updated every 5 years to have an accurate picture of data trends and provide the ability to evaluate and update its recommendations.

Responsible Parties: Senior Executive Team and Long Range Planning Commission

Action Item: Take a leadership role in advancing community-wide sustainability.

Description: Sustainability includes social, economic, fiscal, and environmental components, which are integrated into many different components of this plan. However, leadership in collectively moving a community towards greater sustainability often falls to the municipality.

Project Implementation: While sustainability is broad and addressed in many other areas of this plan, there are some specific projects the City can advance in taking a more defined leadership role on this topic. These include:

- Developing new topic-specific sustainability plans or studies such as an electric vehicle charging station siting analysis, energy audits, waste reduction studies, shared service agreements, etc.
- Adapting City policies to reflect stormwater management, urban forestry, green infrastructure, native plantings, multimodal transportation, alternative energy, and other best practices.
- Creation of new City programs such as incentivizing new sustainability features in development, transitioning municipal vehicle fleets and buildings to alternative energy sources, creating more community gardens, establishing a local sustainability award, training and education of local elected officials and municipal staff, etc.

Responsible Parties: Senior Executive Team and City Council

Action Item: Update this plan at least once every 10 years.

Description: Wisconsin’s comprehensive planning statute (66.1001) requires that this plan be updated at least once every 10 years. Unlike an amendment, the plan update is a major re-write of the plan document and supporting maps. The purpose of the update is to incorporate new data and ensure that the plan remains relevant to current conditions and decisions. The availability of new data and/or a series of significant changes in the community may justify an update after less than 10 years.

Project Implementation: This plan will be updated by 2034.

Responsible Parties: Long Range Planning Committee and Plan Commission

RESOLUTION -

**RESOLUTION RECOMMENDING THE ADOPTION OF THE
2024 CITY OF TOMAH COMPREHENSIVE PLAN,**

PLAN COMMISSION OF THE CITY OF TOMAH, WISCONSIN

WHEREAS, the City of Tomah on September 19, 2013 adopted the City of Tomah Comprehensive Plan (hereinafter “Plan”) as the City’s comprehensive plan under Section 66.1001(4), Wisconsin Statutes, with said Plan including procedures for consideration of replacement; and

WHEREAS, Section 66.1001(4), Wisconsin Statutes, establishes the required procedure for a local government to adopt a comprehensive plan; and

WHEREAS, the City of Tomah Plan Commission has the authority and responsibility to recommend the 2024 City of Tomah Comprehensive Plan to the City Council, under Section 66.1001(4)(b); and

WHEREAS, on July 10, 2024, the Plan Commission reviewed the proposed 2024 City of Tomah Comprehensive Plan; and,

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the City of Tomah hereby recommends that, following a public hearing, the City Council adopt an ordinance to adopt the 2024 City of Tomah Comprehensive Plan in which the Plan Commission recommended for approval at its July 10, 2024 meeting.

This Resolution was adopted at a regular meeting of the Plan Commission of the City of Tomah on the 10th day of July, 2024.

PLAN COMMISSION

By: _____
X, Mayor and Plan Commission Chair

ATTEST:

Becki Weyer, City Clerk

ORDINANCE -

**ORDINANCE TO ADOPT THE
2024 CITY OF TOMAH COMPREHENSIVE PLAN**

CITY COUNCIL OF THE CITY OF TOMAH, WISCONSIN

The City Council of the City of Tomah, Wisconsin, does ordain as follows:

SECTION ONE: Pursuant to sections 61.35 and 62.23(2) and (3) of Wisconsin Statutes, the City of Tomah is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION TWO: The City of Tomah adopted its comprehensive plan in 2013 entitled “City of Tomah Comprehensive Plan,” and as part of the adoption of a comprehensive plan, the City Council adopted has since followed written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by §66.1001(4)(a) of the Wisconsin Statutes.

SECTION THREE: The City of Tomah has, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes, provided opportunities for public involvement per its adopted public participation plan.

SECTION FOUR: The Plan Commission of the City of Tomah, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution recommending to the City Council the adoption of the City of Tomah 2024 Comprehensive plan on July 10, 2024.

SECTION FIVE: On July 16, 2024, the City Council held a public hearing on the proposed 2024 Comprehensive Plan and considered the public comments made and the recommendations of the Plan Commission and staff.

SECTION SIX: The City Council of Tomah, Wisconsin, does ordain that the proposed 2024 Comprehensive Plan is hereby adopted pursuant to section 66.1001(4)(c) of Wisconsin Statutes.

SECTION SEVEN: All ordinances in conflict with the foregoing are hereby repealed.

SECTION EIGHT: This ordinance shall take effect upon passage and publication. Adopted this 16th day of July, 2024.

CITY OF TOMAH

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

RESOLUTION -

**RESOLUTION RECOMMENDING THE ADOPTION OF THE
2024 CITY OF TOMAH COMPREHENSIVE PLAN,**

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PLAN COMMISSION

By: _____
X, Mayor and Plan Commission Chair

ATTEST:

Becki Weyer, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Recommendation of amendment of Job Description for Building Inspector/Zoning Administrator to Economic Development/Zoning Director

Summary and Background Information:

With the departure of the current Building Inspector/Zoning Administrator, Council Direction on increased focus on Economic Development, and feedback from recruiting professionals, SET recommends the attached job description of an Economic Development/Zoning Director to replace the current Building Inspector/Zoning Administrator position. The inspection duties of the current Building Inspector position will be conducted by General Engineering Company as outlined in the contract approved by Council in June of 2024, with an increased focus on Economic Development and a dedicated Zoning Director.

Recommendation From:

Senior Executive Team.

Minutes Attached:

Yes No

Budget Account:

52400 – Building Inspection and 56900 -

Fiscal Impact:

Staff Responsible for implementation:

Senior Executive Team, Recruiter, and Council interviews and final offer

Economic Impact:

Increased community development, economic development, and completion of the Senior Executive Team

Zoning/Rezoning Issues:

No issues, but will increase availability of local professional involvement and better service to the City for zoning/rezoning needs,

Supports Organizational Goals:

Yes No

Questions from SET:

- Recruiters have indicated that this position is more likely to be filled with a qualified candidate than the previous Building Inspector/Zoning Administrator
- Mayor/Council have reiterated the desire for increased focus on Economic

Development

- Overall budget will be negligible with the removal of the inspection revenues, but also removal of additional budgeting for Planning Services expenses

Grants Pursued/Opportunity Pursued: n/a

Recommendation:


Approve amendment of the title and job description of the Building Inspector/Zoning Administrator to Economic Development/Zoning Director.



 SET

06/27/2024

 Date



 Department Director

06/27/24

 Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): 7/15, 7/16, 2024

CITY OF TOMAH JOB DESCRIPTION

POSITION: Economic Development and Zoning Director

GRADE: P

DEPARTMENT: Administration

SUPERVISOR: Mayor and Council

CLASSIFICATION: Salaried- Non-Represented

Prepared: June 19, 2024

Council Approved: To be Determined

GENERAL DESCRIPTION OF DUTIES:

Under the direction of the 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 and is a member of the Senior Executive Team.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Conduits technical reviews, site inspections and makes staff reports to the Planning Commission and Board of Appeals on specific project proposals such, but not limited to special use permits 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. 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.
7. Inspects all structures, lands, and waters as often as necessary to assure compliance with the zoning ordinances.
8. Oversee investigations of complaints on alleged nuisances or violations of minimum housing, zoning, nuisances, 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.
9. Interprets applicable ordinances for compliance.
10. Participates in the annual budget process.
11. Develops and maintains an effective system of records, reports, and other activities as required by the State of Wisconsin and the Department.
12. Supervises and reviews tasks of the Code Enforcement Officer.
13. Present monthly reports to the Mayor and Council at City Council meetings.
14. Attends the Planning Commission, Historical Preservation Commission, and Long-Range Planning meetings monthly.
15. Performs other work as required.
16. 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.

- 17. Provides research and input into the development of ordinances, policies and procedures for the City and the department; advises the Senior Executive Team and Council on related issues.
- 18. Performs required duties as a member of the Senior Executive Team.

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 workday is spent sitting;
- 5. 30% of 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

CITY OF TOMAH JOB DESCRIPTION

GRADE: P
POSITION: Zoning Administrator/Building Inspector Supervisor
DEPARTMENT: Administration SUPERVISOR: Mayor and Council
CLASSIFICATION: Salaried- Non Represented
PAGE: 1 of 3
Prepared: February 2, 2022
Council Approved: February 15, 2022

GENERAL DESCRIPTION OF DUTIES:

Under direction of the Mayor and Council, this position is responsible for coordinating planning efforts and enforcement of municipal codes relative to the land use, zoning, and inspections. 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. Work involves the performance of both field and office work in carrying out municipal building inspection programs and effecting compliance with legally established specifications and requirements.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

1. Assists in reviewing site plans, certified survey maps, planned unit developments, re-zonings, conditional use permits, annexations, and recommends conditions as required.
2. Interprets and enforces all conditions of a development approval, zoning and subdivision codes.
3. Investigates complaints from the general public and coordinates meetings to resolve the issues.
4. Collects and distributes plats, CSM, meets and bounds survey maps, and other related development plans to proper department heads, committees and Council.
5. Responsible for preparing agendas, agenda item recaps with supporting documentation, meeting minutes, Staff/Department reports for City Planning Commission.
6. Distributes information about development plans and all of the necessary information to the proper department heads.
7. Performs daily project inspections.
8. Maintains records of all permits issued, inspections made, work approved, and other official actions. Records the lowest floor elevation of all structures erected, moved, altered, or improved in the flood land districts.
9. Establish that all necessary permits that are required for flood land uses by State and Federal law have been served.
10. Inspects all structures, lands and waters as often as necessary to assure compliance with the zoning code.

POSITION: Zoning Administrator/Building Inspector Supervisor

DEPARTMENT: Administration

Page 2 of 3

ESSENTIAL DUTIES AND RESPONSIBILITIES (CONTINUED):

11. Assist the Fire Chief in the review and approval of plans for construction, installation and operation of equipment and structures to ensure that they meet the fire safety requirements for state and local ordinances.
12. Investigates all complaints made related to the location of structures and the use of structures, lands and waters, give a notice of all violations of the zoning code to the owner, resident, agents or occupants of the premise .
13. Prohibits the use or erection of any structure, land or water, until the site has been inspected and approved.
14. Requests assistance and cooperation of the Police Department and City Attorney if necessary.
15. Develops departmental policies and objectives.
16. Interprets applicable codes for compliance.
17. Participates in the annual budget process.
18. Inspects building construction and alterations for conformity with building codes and approved plans for specification requirements; checks soil conditions for footing, size of excavations, setbacks, foundation walls, vents, structural columns, and beams; checks structural steel sections, wood trusses, and roof braces, partitions, and fire places.
19. Develops and maintains an effective system of records and reports of inspections, and other activities as required by the State of Wisconsin and the Department.
20. Supervises and reviews tasks of the Code Enforcement Officer.
21. Performs other work as required.
22. 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.
23. Performs required duties as a member of the Senior Executive Team.

EDUCATION AND EXPERIENCE REQUIRED:

1. Graduation from an accredited high school.
2. Associate or Bachelors Degree in related fields would be preferred, or a minimum of two to four years experience in Municipal Inspections, Zoning and Planning.
3. Proficient in Microsoft programs such as Word, Excel, and the like.
4. Excellent oral and written communication skills.
5. Knowledge of building construction, including plumbing and electrical requirements.
6. The ability to prepare and maintain necessary records and reports related to City development.
7. Considerable knowledge of State, National, and Local codes and regulations related to building construction and to electrical and allied installations.

- 8. The ability to work from plans, blueprints, and diagrams.

POSITION: Zoning Administrator/Building Inspector Supervisor
DEPARTMENT: Administration Page 3 of 3

EDUCATION AND EXPERIENCE REQUIRED (CONTINUED):

- 9. The ability to work with city officials and the general public in a professional manner.
- 10. Certification with the State of Wisconsin in residential Construction, Electrical, Plumbing, HVAC, and Commercial Building.
- 11. Commercial electrical and plumbing building certifications are desirable but not mandatory.
- 12. Possession of a valid Wisconsin motor vehicle operator’s license.

PHYSICAL REQUIREMENTS:

- 1. Frequently works outdoors with exposure to weather and elements.
- 2. Lifts and carries objects of different shapes and weights frequently.
- 3. Frequently bends and twists.
- 4. 30% of workday is spent sitting;
- 5. 30% of 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 to the public a trust in the department by always being honest, fair, diligent, and courteous.

Signature of Employee

Date

Signature of Employer

Date

Proposal
JULY 5, 2024



Economic Development & Zoning Director Recruitment Services

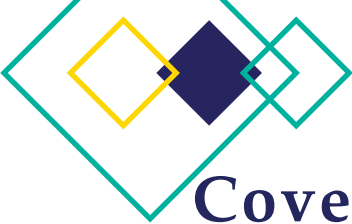
**City of Tomah,
Wisconsin**

Submitted by:

MICHELE MORAWSKI
ASSISTANT DIRECTOR, CLIENT SERVICES
790 FRONTAGE ROAD, SUITE 213
NORTHFIELD, IL 60093
224.415.3791
mmorawski@govhrusa.com

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Cover Letter



July 5, 2024

Becki Weyer, City Clerk & Sr. Executive Team Member
City of Tomah
819 Spencer Ave
Tomah, WI 54660

Dear Ms. Weyer:

Thank you for the opportunity to provide you with a proposal for the Economic Development & Zoning Director recruitment and selection process for the City of Tomah (City). Our proposal provides the City with firm qualifications, key experience, a detailed work plan and timeline, and associated fees to provide services that exceed expectations. We provide a tailored, personal approach to executive recruitment and selection, and can adapt to your specific requirements for the position.

We have some very exciting news to share. GovHR USA (GovHR) has recently been acquired by MGT of America Consulting, LLC (MGT). MGT is a nationally respected leader in public sector management consulting and technology services with a long track record in support of state, local, and education clients. GovHR and MGT are joining forces to take the next step in offering integrated solutions that can accelerate our most important shared goal: dramatically improving lives by *advancing and lifting up the communities we serve*.

Our consultants have worked in all areas of local government leadership including city/county management, human resources, public safety, finance, public works, parks and recreation, and utilities. This combined hands-on knowledge and experience has made MGT and GovHR proven leaders in public sector consulting.

MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT of America Consulting, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 P: 813.327.4717 www.mgtconsulting.com FEIN: 81-0890071
PROPOSAL CONTACT	Michele Morawski, Assistant Director, Client Services 790 Frontage Road, Suite 213 Northfield, Illinois 60093 224.415.3791 mmorawski@govhrusa.com

Thank you for the opportunity to submit a proposal to the City of Tomah. Should you have questions on any aspect of this proposal, please contact **Michele Morawski** at **224.415.3791** or **mmorawski@govhrusa.com**.

Regards,

Patrick J. Dyer, Vice President, *Authorized to bind the firm*



Firm Profile

We impact the communities we serve – for good.

MGT began operations in 1974 as a public sector research firm. Since then, we have significantly expanded our consulting capabilities and client offerings. Today, we are a national consulting firm specializing in ***assisting clients to operate more efficiently and effectively.***

MGT has acquired a keen understanding of the structures, operations, and issues facing public entities. This understanding comes from **nearly 50 years** of experience providing innovative yet practical solutions to public sector clients. We provide objective, creative, expert services in the areas of human capital, finance, technology, programming, and planning. We draw on the expertise of our highly qualified staff, most of whom have prior careers at city-, county-, and state-level government offices. This insider's knowledge of government operations and structure gives MGT a competitive advantage and an ability to hit the ground running from the very start of a project.

MGT has successfully worked with clients on **more than 30,000 projects** to help them adapt to change while maintaining the vision and direction towards their short- and long-term goals. With the recent combination of GovHR, our firm includes **more than 600 professionals and administrative staff** to support our clients' success.

Our Commitment

MGT embraces the most complex challenges with deep commitment, agility, and local expertise to make a measurable and profound social impact. Simply stated, our promise is:

We improve lives by advancing and lifting up your community.

This purpose reflects the company's strong social conscience and service ethic that forms the core of the MGT "Why." MGT models this philosophy by systematically seeking out the highest-impact projects and relationships, encouraging community involvement, and investing in a collaborative and rewarding world-class work environment for employees.

Part of our success is based upon our ***promise to be flexible and responsive.*** We are acutely aware of the political, economic, social, and technological factors that impact today's public sector clients. MGT is structured into several primary consulting divisions to support these needs. **We are pleased to have the Government Consulting Experts within the MGT Performance Solutions Group responsible for leading the completion of this project.**



Name: MGT of America Consulting, LLC (MGT)

Founded: 1974

Locations: Headquarters in Tampa, Florida; branch offices nationwide

Staff: 600+ consultants across the country

Structure: Privately held and client-driven

Cooperative Contracts:

Allied States Cooperative (ASC) #23-7449
The Interlocal Purchasing System (TIPS)
#220601

Lines of Business: Government Consulting; Education and Financial Solutions; Diversity and Inclusion; Human Capital; Cybersecurity and Technology

Performance Solutions

The MGT Performance Solutions team has an impressive track record of providing **customized solutions, objective research, creative recommendations, and quality products** that respond to each client's unique needs and time requirements. GovHR is now a part of MGT's Performance Solutions Team.

GovHR USA

GovHR was originally formed as Voorhees Associates in 2009, changed its name to GovHR USA in 2013, and joined MGT (**the nation's leading social impact firm**) in 2023. GovHR provides public management consulting services to local government clients and other public-sector entities across the country. GovHR offers customized executive recruitment services, management studies, and consulting projects for local government and organizations who work with local government. Additionally, GovHR's GovTempsUSA division provides interim staffing solutions to keep operations moving during the recruitment process.

GovHR's consultants are experienced executive recruiters who have conducted **over 1,250 recruitments** working with cities, counties, special districts, and other governmental entities of all sizes throughout the country. They have held leadership positions within local government, giving them an understanding of the complexities and challenges facing today's public sector leaders.

GOVHR'S LEADERSHIP



Heidi Voorhees
(847) 380-3240

HVoorhees@GovHRusa.com

Ms. Voorhees has conducted more than 400 recruitments in her management consulting career, with many of her clients being repeat clients, attesting to the high quality of work performed for them. In addition to her 22 years of executive recruitment and management consulting experience, Ms. Voorhees has 19 years of local government leadership and management service, including ten years as Village Manager for the Village of Wilmette, Illinois.



Joellen Cademartori
(847) 380-3238

JCademartori@GovHRusa.com

Ms. Cademartori is a seasoned manager, with expertise in public sector human resources management. She has held positions from Human Resources Director and Administrative Services Director to Assistant Town Manager and Assistant County Manager. Ms. Cademartori has worked in forms of government ranging from Open Town Meeting to Council-Manager and has supervised all municipal and county departments ranging from Public Safety and Public Works to Mental Health and Social Services.

The Social Impact of MGT's Work

*Impacting
Communities.
For Good.*



Defined by Our Impact

We understand the goals of the City of Tomah and how this search process will ensure a diverse pool of highly qualified candidates for the City.

The MGT team empowers organizations to enhance their teams through innovations in people, processes, and technology to **lift and strengthen their human resources solutions.**

MGT's Primary Consulting Divisions

Our firm includes **more than 600 professionals and administrative staff** to support our clients' success. MGT is structured into the following primary consulting divisions, along with various internal infrastructure groups to support our operations and growth.



Performance Solutions

Our Performance Solutions team provides world-class financial, human capital and equity solutions which enable clients to fully realize the potential of their most valuable resources. Our team excels at fiscal management and operational efficiency assessments that help clients make data-driven decisions, anticipate workforce issues, and integrate technologies to empower our clients to generate critical income and elevate enterprise performance objectives.



Education Solutions

Our Education Solutions originate in our commitment to ensuring that every student has access to a high-quality education as they discover and realize their profound potential.

From pre-K-12 to higher education, we partner with schools, districts, state agencies and colleges and universities to deliver performance improvement and innovation and transformation planning and implementation.



Technology Solutions

Our Technology Solutions business supports state, local, education and private companies as they seek to improve and protect their network infrastructure and data for greater resiliency. We offer world-class IT infrastructure management, cyber security and strategic IT professional staffing. Our deep engineering expertise is foundational to all MGT's technology solutions.

Why Choose MGT/GovHR?

- ✓ **Unparalleled Expertise and Level of Service.** With executive recruitment experience in 44 states, and in communities ranging in population from 1,000 to 3,000,000, we are a leader in the field of local government recruitment and selection. More than 40% of our clients are repeat clients, and 94% of surveys show our overall performance rating as **Outstanding** – indicating a plan to use our services and/or highly recommend us in the future.
- ✓ **Delivering the Best.** We conduct comprehensive **due diligence** on candidates. Our state-of-the-art process includes extensive use of social media for candidate outreach and video interviews with potential finalist candidates, ensuring successful recruitment for the City. We will provide important information to potential candidates by developing a high quality, thorough Recruitment Brochure reflecting the knowledge we will have about your community and your organization. Before we recommend a candidate to you, **we ask probing questions** that will verify their expertise during video interviews, reference calls, and news and social media searches.
- ✓ **A Partner from Start to Finish.** We are your partners in this important process. We welcome you to review all the resumes we receive, and we will share our honest assessment of the candidates. Our goal is your **complete satisfaction**. We can strategize with you on a variety of approaches for meeting your recruiting needs, including evaluation of internal candidates, identification of non-traditional candidates who meet your recruitment requirements, succession planning, and mentoring options. We are committed to working with you until you find the candidate that is the best fit for your position.
- ✓ **Services for Any Budget and Any Search.** We strive to meet the specific needs of our clients by offering several options for recruitment services to meet your budget. Our services range from Full Executive Recruitments to Virtual Recruitments and even simply Professional Outreach for those who want to reach a broader network. In the following proposal, we have provided the scope we believe **best fits your needs**.



“We were very impressed by how efficient they worked, their methodology, their insight, and their professionalism.”

I would highly recommend MGT and hope to do business with them again for our next study.”



Our Team

The success of a consulting engagement is founded on the qualifications of the project team and the way in which it is structured and managed.

MGT employs a team of professionals with backgrounds in local government and the not-for-profit sector. With the City 's staffing needs in mind and due to the significance of this recruitment, we have assigned our highly knowledgeable and experienced consultant, Dave De Angelis. He will act as your project manager and primary point of contact for this project. His biography is attached as **Appendix A**.

Project Manager & Main Point of Contact



DAVE DE ANGELIS

Senior Vice President
847-380-3240
DDeAngelis@GovHRusa.com

Proposal Inquiries



MICHELE MORAWSKI

Assistant Director
Client Services
224.415.3791
MMorawski@GovHRusa.com

Project Approach & Methodology

A detailed plan specifically designed for you.

Project Understanding

A typical recruitment and selection process takes approximately 175 hours to conduct. At least 50 hours of this time is administrative, including advertisement placement, reference interviews, and due diligence on candidates. We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search.

Our clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.



MGT: EXPERTS IN RECRUITING

“The coordination by the consultant helped to alleviate the workload of internal staff. Consultant was willing to customize the process based on the City’s needs.”

MGT Client Satisfaction Components



PHASE 1 Proposed Work Plan POSITION ASSESSMENT, POSITION ANNOUNCEMENT, & BROCHURE

Activities

MGT treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to successful recruitment. We gain this insight and information through meetings (one on one and in small groups),

PROJECT APPROACH & METHODOLOGY

surveys, and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

INFORMATION GATHERING

- ◆ One-on-one or group interviews with stakeholders identified by the City.
- ◆ Community forums (in-person or via video) can be used to gather input and feedback.
- ◆ Surveys can be used for department personnel and/or the community to gather feedback.
- ◆ Conversations/interviews with department heads.

A combination of the items listed above can be used to fully understand community and organizational needs and expectations for the position (this proposal includes 12 hours of meetings – additional meetings can be added for a fee of \$150/hour plus actual expenses if incurred). One organizational survey is included. A Community Survey can be conducted for \$2,500. Community Forums are conducted as an optional service.

Development of a **POSITION ANNOUNCEMENT** to be placed on websites and social media.

Development of a thorough **RECRUITMENT BROCHURE** for City review and approval.

Agreement on a detailed **RECRUITMENT TIMETABLE** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to the appointment of the finalist candidate.

PHASE 2 ADVERTISING, CANDIDATE RECRUITMENT, & OUTREACH

Activities

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. Our website is well known in the local government industry – we typically have 17,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 8,000 subscribers.

Phase 2 will include the following:

- ◆ MGT consultants will personally identify and contact potential candidates.
- ◆ Develop a database of potential candidates from across the country unique to the position and to the City, focusing on:
 - Leadership and management skills.
 - Size of organization.
 - Experience in addressing challenges and opportunities also outlined in Phase 1.
 - The database will range from several hundred to thousands of names. An email campaign will be sent to each potential candidate.
- ◆ Placement of the Position Announcement:
 - Public sector online Career Centers.
 - **Social media:** LinkedIn (posted on MGT Executives LinkedIn news feeds to reach over 50,000 connections), Facebook, and Instagram.
 - MGT will provide the City with a list of advertising options for approval.

PROJECT APPROACH & METHODOLOGY

Activities

Phase 3 will include the following steps:

- ◆ Review and evaluation of candidates' credentials with consideration to the criteria outlined in the Recruitment Brochure.
- ◆ Candidates will be narrowed down to those that meet the qualification criteria.
- ◆ Candidate evaluation process:
 - Completion of a questionnaire explaining prior work experience.
 - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate.
 - References provided by the candidate are contacted.
 - Internet/Social Media search conducted on each finalist candidate.

All resumes will be acknowledged and inquiries from candidates will be personally handled by MGT, ensuring the City's process is professional and well regarded by all who participate.

PHASE 4 PRESENTATION OF RECOMMENDED CANDIDATES

Activities

Phase 4 will include the following steps:

- ◆ MGT will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- ◆ MGT will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" resume for each candidate so that credentials are presented in a uniform way.
- ◆ The City will receive a log of all applicants and may review resumes if requested.
- ◆ Report will arrive in advance of the Recruitment Report Presentation.

MGT will meet with the City to review the recruitment report and provide additional information on the candidates

Activities

Phase 5 will include MGT completing the following steps:

- ◆ Develop the first and second round interview questions for City review and comment.
- ◆ Coordinate candidate travel and accommodations.
- ◆ Provide City with an electronic file that includes:
 - Candidates' credentials.

PROJECT APPROACH & METHODOLOGY

- Set of questions with room for interviewers to make notes.
- Evaluation sheets to assist interviewers in assessing the candidate’s skills and abilities.

Background screening will be conducted along with additional references contacted:

MGT BACKGROUND SCREENING	
<ul style="list-style-type: none"> ✓ Social Security Trace & Verification ✓ US Federal Criminal Search ✓ Enhanced Verified National Criminal <ul style="list-style-type: none"> - National Sex Offender Registry - Most Wanted Lists: Federal Bureau of Investigation (FBI), Drug Enforcement Agency (DEA), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Interpol - Office of Foreign Assets Control (OFAC) Terrorist Database Search - Office of the Inspector General (OIG), General Services Administration (GSA), System for Award Management (SAM), Food and Drug Administration (FDA) - All felonies and misdemeanors reported to the National Database 	<ul style="list-style-type: none"> ✓ County/Statewide Criminal ✓ Civil Search ✓ Bankruptcy, Leans, and Judgements ✓ Motor Vehicle Record ✓ Education Verification – All Degrees Earned <p>Optional: Credit Report – Transunion with score (based on position and state laws)</p> <p>Optional:</p> <ul style="list-style-type: none"> - Professional License Verification - Drug Screen - Employment Verification

MGT will work with you to develop an interview schedule for the candidates and coordinate travel and accommodations. MGT consultants will be present for all the interviews, serving as a resource and facilitator.

MGT will coordinate a 2-Step Interview process. The first-round interviews will include four to five candidates. The second-round interviews will include two or three candidates. MGT will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- ◆ Tour of City facilities.
- ◆ Interviews with senior staff.

PHASE 6
APPOINTMENT OF CANDIDATE

Activities

- ◆ MGT will assist you as much as requested with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- ◆ MGT will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Project Timeline

Based on our experience in conducting similar projects, we anticipate the proposed project can be completed within 14 weeks of project initiation as illustrated in **Exhibit 1**.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Position Assessment, Position Announcement, & Brochure	█	█												
Phase 2: Advertising, Candidate Recruitment, & Outreach			█	█	█	█								
Phase 3: Candidate Evaluation & Screening							█	█	█					
Phase 4: Presentation of Recommended Candidates										█				
Phase 5: Interviewing Process & Background Screening											█	█		
Phase 6: Appointment of Candidate													█	█

Commitment to Diversity, Equity, & Inclusion in Recruitments

MGT is a leader in diversity, equity, and inclusion (DEI) consulting services, strategic planning, and organization transformation. MGT’s experience working in diverse communities across the United States and working with organizations seeking to change organization culture is critical to the success of all our projects. We have a track record of building awareness, solutions, and direction for systemic change by generating transformative ideas and solutions, information, and practices into operational strategies, which help us stand out in all our projects.

MGT is also one of the original and premier disparity research firms in the country. Disparity studies were the first instance of bringing principles of diversity, equity, and inclusion into the public sector, through the procurement process, and since 1990, **MGT has conducted more than 230 public sector disparity studies**. These studies are designed to improve procurement departments, promote and advance equity, and improve economic outcomes for diverse communities that have been historically marginalized by analyzing policies, practices, and programs to increase the utilization of minority- and women-owned businesses. Clients that have conducted a disparity study are in the unique position to increase and improve systematic equity through procurement and contracting, which can ultimately promote economic empowerment by creating strong business and employment pipelines in communities of color.

MGT’s GovHR also has a long-standing commitment to DEI. Since the firm’s inception they have supported, with their time and financial resources, organizations that advance underrepresented populations in local government. These include the National Forum for Black Public Administrators, the Local Government Hispanic Network, The League of Women in Government, and CivicPride. Our Team Members have moderated and spoken on DEI topics at the International City and County Management Association conference and state conferences. Our employees and consultants have undergone Implicit Bias Training, and we are frequent speakers on incorporating equity and inclusion into all levels of local

PROJECT APPROACH & METHODOLOGY

government. Additionally, we provide a list of DEI resources on the homepage of the website at GovHRusa.com.

MGT's GovHR has formally partnered with the National Forum for Black Public Administrators' consulting arm, i4x, and in several recruitment and selection processes throughout the country including Toledo, OH; Fort Collins, CO; Ann Arbor, MI; Oakland, MI; and Arlington, TX. Our partnership reflects our mutual commitment to advancing DEI values and increasing the diversity of local government leaders at the highest levels of local government organizations.

MGT/GovHR's Recommendations to **RECRUIT** and Retain Top Talent

RESPONSIVE: ROLL OUT THE WELCOME MAT! Candidates may struggle with relocating for a new position as well as being concerned about the “fit” with a new team. It is important to include costs for your top candidate(s) to travel to your location for the final interview process. Our team will work with you to create a welcoming, informative experience for both you and the candidate(s).

ENCOURAGING: Employee development is a must-have in today's market. Candidates appreciate their employer investing in them as much as they are investing themselves in the job. Consider “up and coming” candidates who may lack one or two preferred skills and assign a mentor or invest in a course to encourage their professional development. A mentor/training program will also help establish a peer-to-peer connection and make them feel more comfortable about the transition to a new job.

COMPETITIVE: Our team will guide you in offering a competitive market rate compensation and competitive benefits package attractive to today's candidates. Competitive employers must include relocation expenses and should consider signing bonuses and temporary housing.

RESOURCEFUL: Review your job description – do you need public sector experience? Are the years' experience you list essential, or can that be preferred? Consider a more resourceful approach when reviewing candidates' experience. Carefully assess requirements such as Certified Public Accountant (CPA), Professional Engineer, and others that will limit your talent pool – consider using the word “ideally” or “preferably.”

UNDERSTANDING: These past few years have, without a doubt, changed the work environment. Competitive employers have recognized this and are offering flexible/hybrid/remote work options. Those positions that offer this type of flexibility consistently receive a better candidate response rate.

INNOVATIVE: Think about what is unique and attractive about your community and organization and highlight that in your recruitment efforts. Talk about organizational culture and what your values are with respect to your employees. MGT will assist you in being as innovative as possible in your outreach.

TRANSPARENT: Some states now mandate listing salary ranges in any job advertisements or postings. More and more companies are showing at least a salary range in their postings to promote pay transparency and equity. Post the salary range you will use for hiring – it is public information. If we make it too difficult for candidates to find out the salary, they will move on to the next opportunity.



Cost Proposal

Defined by Impact. Driven by People.

Dedicated to the Community.

We take pride in customizing our client's needs — and we will work with you to ensure our fees are aligned with your expectations and budget.

Full Scope Recruitment

Summary of Costs	Price
Recruitment Fee	\$21,500
Recruitment Expenses (not to exceed) Expenses include candidate due diligence efforts	\$1,500
Advertising <i>*Advertising costs over \$2,500 will be placed only with client approval. If less than \$2,500, Client is only billed for actual cost.</i>	\$2,500*
TOTAL:	\$25,500**

***Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the City for reimbursement.*

Possible in-person meetings could include:

- ◆ Recruitment brochure interview process
- ◆ Presentation of recommended candidates
- ◆ Interview Process

Any additional consultant visits requested by the City (beyond the three visits listed above) will be billed at \$150/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

Payment for Fees & Services

- ◆ **1st Invoice:** Contract Award (40% of the Recruitment Fee).
- ◆ **2nd Invoice:** Presentation of Candidates (40% of the Recruitment Fee & expenses incurred to date).
- ◆ **Final Invoice:** Completion of Recruitment (20% of the Recruitment Fee plus all remaining expenses).

Payment of invoices is due within thirty (30) days of receipt.

COST PROPOSAL

Our Guarantee – Full Scope Recruitment

MGT is committed to assisting our clients until a candidate is appointed to the position. Therefore, no additional professional fee will be incurred if the client does not select from the initial group of recommended candidates and requests additional candidates be developed for interview consideration. If additional advertising beyond Phase I advertising is requested, the City will be billed for actual advertising charges. Reimbursable expenses may be incurred should the recruitment process require consultant travel to the City.

Upon appointment of a candidate, MGT provides the following guarantee: should the selected and appointed candidate, at the request of the City or the employee's own determination, leave the employ of the City within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses and announcements only. This request must be made within six months of the employee's departure.

COST PROPOSAL

Limited Scope Recruitment Scope of Services

MGT offers the option for a "Limited Scope" recruitment process, designed for clients who require only partial assistance with recruitment. The first several components of a Limited Scope Recruitment Process and a Full Recruitment and Selection Process are similar.

The consultant will:

- ◆ Meet with employees and other stakeholders.
- ◆ Develop a Recruitment Flyer for the position.
- ◆ Develop and place position announcements on websites and on social media outlets.
- ◆ Conduct outreach for candidates via personal and electronic contacts (up to 6 hours).
- ◆ Review all resumes.
- ◆ Conduct video interviews.
- ◆ Complete references for select candidates.
- ◆ Prepare an electronic Recruitment Portfolio that includes the information on the recommended candidates. This will be provided to the City a few days in advance of a candidate presentation meeting.

At this point in the Limited Scope Recruitment process, MGT involvement will be complete.

The key differences between the Limited Scope Recruitment Process and the Full Recruitment and Selection Process are:

- ◆ A Recruitment Flyer, instead of a full Brochure, will be prepared for the Limited Scope Recruitment.
- ◆ MGT will not conduct background investigations (court, credit, motor vehicle records checks, etc.)
- ◆ MGT will not offer any guarantee regarding the selection and tenure of the candidates. MGT will bill the City immediately after presentation of candidates and will not redo the recruitment and selection process if the City is unsuccessful in hiring someone from the group of recommended candidates.
- ◆ Development of interview questions, second interview questions, and assistance with contract negotiations will be the responsibility of the City.

COST PROPOSAL

Limited Scope Recruitment Price Proposal

Summary of Costs	Price
Recruitment Fee	\$20,000
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,500, Client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$22,000**

***Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the City for reimbursement.*

Possible in-person meetings could include:

- ◆ Recruitment brochure interview process
- ◆ Presentation of recommended candidates

Any additional consultant visits requested by the City (beyond the two visits listed above) will be billed at \$150/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

Payment for Fees & Services

- ◆ **1st Invoice:** Contract Award (50% of the Recruitment Fee).
- ◆ **Final Invoice:** Completion of Recruitment (50% of the Recruitment Fee plus all expenses).

Payment of invoices is due within thirty (30) days of receipt.

COST PROPOSAL

Virtual Recruitment Option

Summary of Costs	Price
Recruitment Fee	\$10,000
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, Client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$12,000

MGT offers a condensed process called a “Virtual Recruitment” with services that include the following:

- ◆ Telephone or video conference regarding the position and the recruitment process.
- ◆ Review of position job description and any prior position announcements.
- ◆ Preparation of a position announcement for City review and approval.
- ◆ Posting of position announcement on MGT’s website and social media sources (Twitter, Facebook, LinkedIn, Instagram).
- ◆ Distribution of position announcement to relevant professional network contacts via direct email or telephone (up to 6 hours)
- ◆ Preparation of matrix for City review and approval that identifies key position requirements with which to evaluate candidates.
- ◆ Review of each candidate’s qualifications against key position requirements and presentation of candidate matrix.

Payment for Fees & Services

- ◆ **1st Invoice:** Contract Award (50% of the Recruitment Fee).
- ◆ **Final Invoice:** Candidate Matrix Submitted to City (50% of the Recruitment Fee plus all expenses).

Payment of invoices is due within thirty (30) days of receipt.

COST PROPOSAL

Professional Outreach Option

Summary of Costs	Price
Recruitment Fee	\$5,000
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, Client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$7,000**

****Variable Costs:** Advertising Expense can range from \$1,000 to \$2,000 per position depending on the sources used.

MGT offers Professional Outreach to assist our clients with their recruitment process. Proposed services will include the following:

- ◆ Telephone or Video conference regarding the position and the recruitment process.
- ◆ Review of position job description and any prior position announcements.
- ◆ Preparation of a position announcement for City review and approval.
- ◆ Posting of position announcement on MGT's website and social media sources (Twitter, Facebook, LinkedIn, Instagram).
- ◆ Distribution of position announcement to relevant professional network contacts via direct email or telephone (up to 3 hours).
- ◆ Notification to all candidates that the recruitment process is being turned over to the City.

Payment for Fees & Services

Recruitment Fee and advertising expenses incurred will be billed upon completion of MGT's services.

Payment of invoices is due within thirty (30) days of receipt.



Optional Services

The Nation's Recruitment Leader.

Having a solid plan in place is the only way to reach your long-term vision and goals, and we want to see you thrive. Our variety of services can be personalized to make the most of your strengths and give you an extra layer of support where you need it. We offer the following additional service offerings:

GOVTEMPSUSA

Need an Interim? GovTempsUSA, a division of MGT, specializes in the temporary placement of positions in local government. The firm offers short-term assignments in addition to long-term and outsourced arrangements. Our placement professionals at GovTempsUSA have typically enjoyed distinguished careers in local government and displayed a commitment to public service throughout their careers.

RECORDED ONE-WAY VIDEO INTERVIEW OF CANDIDATES

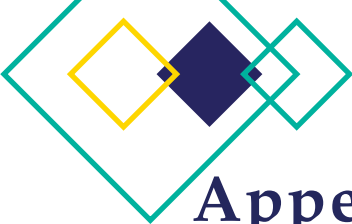
Candidates we recommend for your consideration can complete a one-way video interview with three to five questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview at a cost of \$100 per candidate.

LEADERSHIP/PERSONALITY TESTING

MGT has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the City is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC, and others. Depending on the evaluation type, selected fees can range between \$100 to \$500 per candidate.

360° EVALUATION

As a service to the City, we offer the option of providing you with a proposal for a 360° performance evaluation for the appointed position at six months into their employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the City feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, MGT will prepare a proposal for this service.



Appendix A. Consultant Biography

The biography of our proposed consultant is provided on the following page.



David De Angelis

Senior Vice President | GovHR, within MGT's Social Impact Solutions

David De Angelis is a Senior Vice-President with GovHR USA, working on both executive search, general management consulting assignments as well as interim administrator roles. He has more than 30 years of experience in local government administration and leadership.



David has experience as both a full-time elected mayor for the City of Muskego for nine years as well as Village Manager for Elm Grove for almost 21 years. In both communities he was an innovator for process change and further professionalization of the organizations while creating positive workplace collaborative improvements and collegial work environments. This was done both in the high growth 1990's and the fiscally challenging 2000's until today.

David has also completed multiple organizational evaluations for his communities over the years including upsizing and rightsizing operations, both of which were achieved with an attention to existing staffing and fiscal sustainability. David has had a direct hand in guiding human resources functions for both the City of Muskego and the Village of Elm Grove including the recruitment of all executive positions and department-level staff.

Since joining GovHR in August of 2023, David has been involved in or conducted 10 recruitments across multiple disciplines, including administrators, community development directors, Highway Commissioner, Criminal Justice Reform, Public Works Directors, and treasurer. Mr. De Angelis has proven himself to be a regional leader in intergovernmental cooperation working across all lines of government. He was a founding member of the Waukesha County Cooperation Council, Community Liaison for the regional sewage district (Milwaukee Metropolitan Sewerage District), and Chairmen of the Act 150 County Library Committee, as well as having been part of multiple regional studies through the Southeastern Regional Planning Commission and State of Wisconsin study committees.

Professional Education

Bachelor of Science in Business Management, Cardinal Stritch University

Certified Public Administrator, University of Wisconsin, Milwaukee

Credentialed Manager, ICMA (non-active)

Awards

American Planning Association Legislator of the Year Award 2002 Life

Lifesaving Award- City of Muskego

James R. Ryan Lifetime Achievement Award, Wisconsin Public Policy Forum

WCMA Lifetime Achievement Award

Memberships & Affiliations

Board of Directors – Past President Wisconsin City/County Management Association

Board of Directors – Past President of the Milwaukee Area Municipal Employers Association

Board of Directors – President (18 years) of League of Wisconsin Municipalities Mutual Insurance

Board of Directors – League of Wisconsin Municipalities

Board of Directors – Waukesha County Economic Development Corporation

Professional Development & Speaking Engagements

Guest lecturer University of Wisconsin – Milwaukee, MPA program

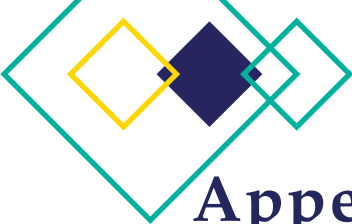
Presentations to GFOA WI on Tax Incremental Law Changes

Presentations to Wisconsin City/County Managers Associations on Law changes, management styles, and local government cooperation

Professional Background

30 Years of Experience in Local Government

- Village Manager, Elm Grove, WI, 2002-2023
- Mayor, City of Muskego, WI, 1993-2002



Appendix B. Client List

A list of the clients we have had the pleasure of partnering with that complements the City's recruitment request is provided on the following page.



Community/Economic Development & Zoning/Building Director Client List

State	Client	Position Title	Year	Population
Alabama	Decatur	Director of Development	2020	54,844
Arizona	Central Arizona Regional Economic Development Foundation	Executive Director	2012	Multi
	Downtown Chandler Community Partnership	Executive Director/President (Professional Outreach)	2022	Multi
Colorado	Aspen	Chief Building Official	2022	7,170
	Eagle	Community Development Director (Virtual)	2019	6,739
	Eagle County	Community Development Director	2018	53,000
	Eagle County	Community Development Director	2021	53,000
	San Miguel County	Building Official	2017	7,800
Connecticut	Norwalk Redevelopment Agency	Executive Director	2019	89,005
Florida	Apopka	Community Development Director	2024	55,496
	Gainesville	Director, Department of Sustainable Development	2021	133,997
	Miami Beach	Building Director	2024	88,000
	Miami Beach	Economic Development Director	2024	88,000
	Pinellas County	Director of Building & Development Review Services	2022	970,600
	Riviera Beach Community Redevelopment Agency	Executive Director	2020	35,000
Illinois	Arlington Heights	Building Director	2016	75,500
	Bloomington-Normal Economic Development Council	President/CEO	2019	Multi
	Brookfield	Community & Economic Development Director	2014	19,500
	Chicago Metropolitan Agency for Planning	Executive Director	2015	Multi
	Chicago Metropolitan Agency for Planning	Executive Director	2019	Multi
	Chicago Metropolitan Agency for Planning	Executive Director for Finance and Administration	2015	Multi
	Clarendon Hills	Community Development Director	2012	8,653
	Coles Together	President & Chief Executive Officer	2023	Multi
	Columbia	Community Development Director (Professional Outreach)	2018	10,273
	Crest Hill	Community & Economic Development Director (Professional Outreach)	2022	21,169
	Crest Hill	Community & Economic Development Director (Professional Outreach)	2024	21,169
	Decatur	Community Development Director	2020	76,178
	Decatur	Economic and Community Development Director	2017	76,178
	Des Plaines	Chief Building Official (Professional Outreach)	2022	58,364

	Des Plaines	Community & Economic Development Director	2016	58,364
	Des Plaines	Director of Community & Economic Development	2021	58,364
	Des Plaines	Director of Community & Economic Development	2023	58,364
	Effingham Regional Growth Alliance	Executive Director/CEO	2020	Multi
	Elgin	Community Development Director	2010	108,000
	Elk Grove Village	Director of Marketing & Business Development	2010	34,737
	Evanston	Community & Economic Development Director	2010	75,000
	Evanston	Community & Economic Development Director	2013	75,000
	Frankfort	Community & Economic Development Director	2020	20,077
	Franklin Park	Building Director	2016	18,500
	Franklin Park	Building Director	2019	18,500
	Franklin Park	Community Development Director	2012	17,898
	Freeport	Community & Economic Development Director (Limited)	2021	25,000
	Glen Ellyn	Community Development Director	2024	27,000
	Glenview	Community Development Deputy Director (Limited)	2024	47,475
	Greater Freeport Partnership	Executive Director	2019	25,000
	Gurnee	Community & Economic Development Director	2014	30,957
	Highland Park	Director of Community & Economic Development	2013	31,365
	Invest Aurora	President/CEO	2018	Multi
	Invest Aurora	President/CEO	2023	Multi
	Joliet City Center Partnership	Executive Director	2012	Multi
	Joliet City Center Partnership	Vice President	2012	Multi
	Knox County Area Partnership for Community & Economic Development	Executive Director	2014	Multi
	La Grange	Director of Community Development	2016	15,610
	Lake County Partners	President/CEO	2011	Multi
	Libertyville	Facility Director (Professional Outreach)	2017	20,431
	Libertyville	Facility Manager (Professional Outreach)	2017	20,431
	Lincolnwood	Building Official (Professional Outreach)	2021	12,590
	Lisle	Development Services Director & General Recruitments	2017	22,930
	Lisle Economic Development Partnership	Executive Director	2021	Multi
	Midlothian	Building Official (Professional Outreach)	2018	14,819
	Midlothian	Building Superintendent (Professional Outreach)	2022	14,819
	Naperville Development Partnership	President	2023	149,540
	Northfield	Director of Community & Economic Development	2011	5,400

	Northwest Illinois Development Alliance	Executive Director/President-CEO	2018	Multi
	Pace Suburban Bus	Facility Maintenance Project Manager (Limited)	2024	Multi
	Park Ridge	Community Preservation and Development Director	2021	37,496
	Plainfield	Director of Planning	2016	41,734
	Plainfield	Economic Development Director	2016	41,734
	Rolling Meadows	Superintendent of Community Development Operations (Professional Outreach)	2021	24,099
	Round Lake	Community & Economic Development Director	2017	18,481
	St. Charles	Economic Development Division Manager	2009	33,264
	Tri County Regional Planning Commission	Executive Director	2014	Multi
	Vernon Hills	Director of Community and Development	2022	25,911
	Villa Park	Community Development Director (Virtual)	2020	22,038
	Villa Park	Community Development Director (Virtual)	2022	22,038
	Warrenville	Chief Code Official	2022	13,246
	Wauconda	Community Development Director	2018	14,125
	West Chicago	Chief Building Official	2022	27,221
	West Dundee	Community Development Director	2014	8,000
	West Dundee	Director of Community Development/Building Official	2021	8,000
	Westmont	Community Development Director	2023	24,767
	Westmont	Director of Community Development (Virtual)	2018	24,767
	Wheeling	Director of Community Development	2020	38,878
	Wheeling	Director of Economic Development	2020	38,878
	Wheeling	Director of Economic Development	2023	38,878
	Will County Center for Economic Development	Vice President	2012	Multi
	Winnetka	Community Development Director	2017	12,417
	World Business Chicago	Executive Director of the Plan for Economic Growth and Jobs	2015	Multi
Indiana	Highland	Redevelopment Director	2017	23,127
Iowa	Des Moines	City Manager/Economic Development Director	2011	203,400
Michigan	Ann Arbor Downtown Development Authority	Executive Director	2021	121,477
	Ferndale	Community & Economic Development Director	2022	20,428
	Ferndale Downtown Development Authority	Executive Director	2019	20,428
	Grand Rapids	Community Development Director (Virtual)	2022	200,217
	Oakland County	Director of Economic Development	2020	1,251,000
	Oakland County	Director of Economic Development	2022	1,251,000
	Portage	Director of Development Services	2020	50,126
	Rochester Hills	Economic Development Director	2016	73,125
Minnesota	Apple Valley	Community Development Director	2022	56,318
	Brooklyn Center	Director of Community Development	2023	33,782

	Burnsville	Director of Community Development	2022	60,000
	Oakdale	Director of Community Development	2021	28,315
	Red Wing	Community Development Director	2021	16,572
	Woodbury	Community Development Director	2019	70,559
Montana	Bozeman	Community Development Director	2016	39,860
New York	New Rochelle	Commissioner of Development	2022	79,067
North Carolina	Asheville	Director of Development Services	2017	87,236
	Fayetteville	Chief Development Officer	2011	210,000
	Fayetteville	Development Services Director	2017	210,000
	Fayetteville	Director of Construction Management & Capital Projects	2020	210,000
Ohio	Monroe	Development Director	2021	15,412
Pennsylvania	Allegheny County	Economic Development Director (Professional Outreach)	2024	1,230,000
	Lancaster	Bureau Chief - Property Maintenance & Housing Inspections (Professional Outreach)	2021	61,562
South Carolina	Lancaster County	Development Services Division Director	2023	100,336
Tennessee	Collierville	Director of Community and Economic Development (Virtual)	2024	51,600
Texas	Garland	Planning & Community Development Director	2014	233,206
Virginia	Hampton	Economic Development Director	2023	137,436
	Roanoke	Director of Economic Development	2021	100,220
Washington	Burien	Building Official (Professional Outreach)	2023	52,066
Wisconsin	Baraboo	Executive Director - Community Development Authority	2010	12,048
	Beloit (City)	Economic Development Director	2020	36,966
	Franklin	Economic Development Director	2015	36,155
	Franklin	Economic Development Director	2018	36,155
	Marshfield	Community Development Director	2024	18,929
	Marshfield	Development Services Director (Professional Outreach)	2022	18,929
	Oak Creek	Community Development Director	2023	35,243
	Sun Prairie	Director of Economic Development	2021	32,894
	Wausau	Development Director	2021	39,160
	Wauwatosa	Economic Development Director	2009	47,000
	Whitewater	Economic Development Director (Professional Outreach)	2023	14,300

CITY OF TOMAH JOB DESCRIPTION

POSITION TITLE: ~~Bookkeeper/Code Enforcement~~Code Enforcement Officer/Economic Development and Zoning Assistant

DEPARTMENT: ~~Public Works & Utilities~~Economic Development and Zoning

SUPERVISOR: ~~Director, Public Works & Utilities~~Economic Development and Zoning Director

CLASSIFICATION: ~~Non-Exempt~~ Grade H

PREPARED: ~~October 2008~~July 2024

COUNCIL APPROVED:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

GENERAL DESCRIPTION OF DUTIES:

Under the direction of the Economic Development and Zoning Director, this position is responsible in assisting the Economic Development and Zoning Director in duties related to community development and Zoning related tasks. The Code Enforcement Officer/Economic Development Officer will work frequently work independently responding to resident code enforcement violations and will be the direct contact for the City's third-party inspection services company.

~~Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.~~

- ~~1. Greeting~~Greet the public and ~~answering~~answer the telephone, ~~directing~~direct callers to proper person or ~~responding~~respond to questions and/or complaints ~~in a proper, amicable manner, and addressing complaints, questions and recommendations by citizens.~~

~~Prepare and distribute Public Works agenda, attend Public Works meetings, responsible for minutes and maintenance of official minute book.~~

~~2 Prepare and distribute the agenda for Board of Appeals, attend the meetings and take minutes.~~

~~3 Prepare and distribute the agenda for the Lake Committee, attend the meetings and take minutes.~~

~~4. Assist the Economic Development/Zoning Director~~ Prepare and distribute the agenda for the Planning ~~Commission,~~ Commission, attend the meetings and take minutes.

~~Responsible for complying with required DOT drug and alcohol testing by setting up appointments, maintaining employee test records and filing required paperwork in a confidential manner.~~

~~3.~~ —Respond to weed complaints by checking lots, researching property owner information, sending certified notices, and following up on notices, taking further action if necessary.

54. Maintaining and building customer records, billing, and collection.

~~65.~~ Enforce the City ordinance on snow and ice removal from public sidewalks.

~~76.~~ Performs inspections of houses and property for conformance with applicable codes pertaining to junk, overgrowth, abandoned vehicles, refuse ordinance enforcement, and general property maintenance.

~~87.~~ Investigates complaints from the general public and coordinates meetings to resolve the issues.

~~98.~~ Handles written and oral correspondence relative to code violations.

~~109.~~ Maintains records of inspections activities; makes photographic records of violations.

~~110.~~ Prepares or completes ~~various~~ forms, reports, correspondence, inspection reports, notices, formal warnings, citations, affidavits, and monthly enforcement reports.

~~121.~~ _____ Receives ~~various~~ forms, reports, correspondence, inspection reports, police/fire reports, photographs, maps, property records, legal documents, codes, ordinances, directories, reference material, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

~~132.~~ Communicates with ~~supervisor~~ Director, employees, other departments, city council members, board members, attorneys, property owners, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

~~143.~~ Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections as appropriate.

~~15. _____ Responsible for all aspects of billing including processing, printing, and mailing monthly billing for water and sewer service. Responsible for processing and enforcing disconnects. Process and balance payments daily for customers. Responsible for implementing and enforcing payment agreements. Responsible for ensuring that the non-sufficient payments are collected for the water~~

~~and sewer department. Process account credits. Answer customer questions about billings and rate schedules.~~

~~14.~~ Type reports, correspondence, and documents as required.

Handle confidential material for the Director.

~~15.~~

~~17-15.~~ Perform related duties as required.

~~18. Work is performed according to established rules, regulations and procedures under the supervision of the Public Works and Utilities Director.~~

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM THE ESSENTIAL JOB FUNCTIONS:

1. ~~Minimum of an Associate Degree~~ Associate degree in ~~Accounting-related field~~ (Preferred, not required).
- ~~2.~~ Two years of clerical office experience.
- ~~32.~~ ~~Or,~~ any combination of education and experience that will provide the required skills and abilities.
- ~~43.~~ Ability to read and write comprehensively.
- ~~54.~~ Possession of a valid Wisconsin driver's license.
- ~~65.~~ Physically able to work outside ~~year-round~~ year-round.

OTHER REQUIREMENTS:

1. Knowledge of office practices, procedures, and operation of standard office equipment.
 - ~~2a.~~ Knowledge and experience with computer systems, including Microsoft Word and ~~Excel, and Case file.~~
- ~~32.~~ Ability to perform tasks with good, professional judgment, and a high degree of accuracy and integrity.
- ~~43.~~ Ability to deal with the public calmly, tactfully and courteously.
- ~~54.~~ Ability to establish and maintain effective working relationships with superiors, employees and the general public.
- ~~65.~~ Knowledge of Municipal Codes, procedures in issuing citations and presenting cases for trial.
- ~~76.~~ Ability to use all available sources of information to gather data.
- ~~87.~~ Ability to inspect property to determine if unsafe and unsanitary conditions occur.
- ~~98.~~ Ability to explain City Ordinances and regulations to property owners.
- ~~109.~~ Ability to recognize problems, initiate action, and explain it to property owners who are highly emotional.
- ~~110.~~ Ability to communicate clearly and effectively oral and written.
- ~~1211.~~ Ability to keep detailed records and reports.
- ~~1312.~~ Ability to work with strict deadlines.
- ~~1413.~~ Ability to use independent judgment and work with little direct supervision when necessary.
- ~~1514.~~ Ability to comprehend, interpret, and apply regulations, procedures, and related information.
- ~~1615.~~ Ability to establish and maintain an effective working relationship with the public and other employees.
- ~~1716.~~ Ability to tolerate high levels of stress and react quickly and calmly in situations and to determine proper course of action.
- ~~1817.~~ Specific knowledge in following and adhering to policy department rules and

regulation related to this position.

19.18. 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.

WORK HOURS:

1. Monday through Friday, 8 a.m. to 4:30 p.m. plus additional hours as necessary. This position may be eligible for partial remote hours
2. Attend ~~c~~Commission/committee meetings as necessary.

PHYSICAL REQUIREMENTS:

1. Frequent twisting and bending
2. Reaching above and below shoulder height.
3. Carries various weights.
4. 40% of work day will be spent sitting.
5. 30% of work day will be spent walking.
6. 20% of work day will be spent standing.
7. 10% of the workday is spent driving.
8. Percentages of time may vary depending on tasks performed and the time of year.
9. Reaching above and below shoulder height frequently.
10. Occasional bending and stooping.

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 to the public a trust in the department by always being honest, fair, diligent, and courteous.

Signature of Employee

Date

Signature of Employer

Date

CITY OF TOMAH JOB DESCRIPTION

POSITION TITLE: Code Enforcement Officer/Economic Development and Zoning Assistant

DEPARTMENT: Economic Development and Zoning

SUPERVISOR: Economic Development and Zoning Director

CLASSIFICATION: Non-Exempt Grade H

PREPARED: July 2024

COUNCIL APPROVED:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

GENERAL DESCRIPTION OF DUTIES:

Under the direction of the Economic Development and Zoning Director, this position is responsible in assisting the Economic Development and Zoning Director in duties related to community development and Zoning related tasks. The Code Enforcement Officer/Economic Development Officer will work frequently work independently responding to resident code enforcement violations and will be the direct contact for the City’s third-party inspection services company.

1. Greet the public and answer the telephone, direct callers to proper person or respond to questions and/or complaints in a proper, amicable manner, and addressing complaints, questions and recommendations by citizens.
2. Assist the Economic Development/Zoning Director prepare and distribute the agenda for the Planning Commission, attend the meetings and take minutes.
3. Respond to weed complaints by checking lots, researching property owner information, sending certified notices, and following up on notices, taking further action if necessary.
4. Maintaining and building customer records, billing, and collection.
5. Enforce the City ordinance on snow and ice removal from public sidewalks.
6. Perform inspections of houses and property for conformance with applicable codes pertaining to junk, overgrowth, abandoned vehicles, refuse ordinance enforcement, and general property maintenance.
7. Investigate complaints from the general public and coordinate meetings to resolve the issues.
8. Handle written and oral correspondence relative to code violations.
9. Maintain records of inspections activities; make photographic records of violations.
10. Prepare or complete forms, reports, correspondence, inspection reports,

notices, formal warnings, citations, affidavits, and monthly enforcement reports.

11. Receive forms, reports, correspondence, inspection reports, police/fire reports, photographs, maps, property records, legal documents, codes, ordinances, directories, reference material, or other documentation; review, complete, process, forward, or retain as appropriate.
12. Communicate with Director, employees, other departments, city council members, board members, attorneys, property owners, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.
13. Operate a computer to enter, retrieve, review or modify data; verify accuracy of entered data and make corrections as appropriate.
14. Type reports, correspondence, and documents as required.
15. Handle confidential material for the Director.
15. Perform related duties as required.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM THE ESSENTIAL JOB FUNCTIONS:

1. Associate degree in related field (Preferred, not required).
2. Two years of clerical office experience, or any combination of education and experience that will provide the required skills and abilities.
3. Ability to read and write comprehensively.
4. Possession of a valid Wisconsin driver's license.
5. Physically able to work outside year-round.

OTHER REQUIREMENTS:

1. Knowledge of office practices, procedures, and operation of standard office equipment.
 - a. Knowledge and experience with computer systems, including Microsoft Word and Excel
2. Ability to perform tasks with good, professional judgment, and a high degree of accuracy and integrity.
3. Ability to deal with the public calmly, tactfully and courteously.
4. Ability to establish and maintain effective working relationships with superiors, employees and the general public.
5. Knowledge of Municipal Codes, procedures in issuing citations and presenting cases for trial.
6. Ability to use all available sources of information to gather data.
7. Ability to inspect property to determine if unsafe and unsanitary conditions occur.
8. Ability to explain City Ordinances and regulations to property owners.
9. Ability to recognize problems, initiate action, and explain it to property owners who are highly emotional.
10. Ability to communicate clearly and effectively oral and written.
11. Ability to keep detailed records and reports.

- 12. Ability to work with strict deadlines.
- 13. Ability to use independent judgment and work with little direct supervision when necessary.
- 14. Ability to comprehend, interpret, and apply regulations, procedures, and related information.
- 15. Ability to establish and maintain an effective working relationship with the public and other employees.
- 16. Ability to tolerate high levels of stress and react quickly and calmly in situations and to determine proper course of action.
- 17. Specific knowledge in following and adhering to policy department rules and regulation related to this position.
- 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.

WORK HOURS:

- 1. Monday through Friday, 8 a.m. to 4:30 p.m. plus additional hours as necessary. This position may be eligible for partial remote hours
- 2. Attend commission/committee meetings as necessary

PHYSICAL REQUIREMENTS:

- 1. Frequent twisting and bending
- 2. Reaching above and below shoulder height.
- 3. Carries various weights.
- 4. 40% of work day will be spent sitting.
- 5. 30% of work day will be spent walking.
- 6. 20% of work day will be spent standing.
- 7. 10% of the workday is spent driving.
- 8. Percentages of time may vary depending on tasks performed and the time of year.
- 9. Reaching above and below shoulder height frequently.
- 10. Occasional bending and stooping.

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 to the public a trust in the department by always being honest, fair, diligent, and courteous.

Signature of Employee

Date

Signature of Employer

Date

SET REPORT JULY 2024

Economic Development

- Detailed information from attendance at the Monroe County Economic Development and Tourism conference:

1st Wave: Industry Recruitment

Established the idea of a positive business climate around ideas of:

- Cheap labor
- Cheap land
- Limited regulation
- Limited taxation

Businesses say that things like taxes and regulation are important, but in reality, they do not influence their behavior.

2nd Wave: Smaller Businesses, entrepreneurship, focus on existing businesses.

- Business counseling and advising
- Business networking opportunities
- Small loan/grant programs

3rd Wave: Public-Private Partnerships, focus on strategic economic clusters.

- “Why are we trying to generate more jobs when we can’t fill the ones we have?”
- Why aren’t people moving into the community to take these jobs?
- Are these the types of jobs people will move for?
- Housing constraints.
- Broader issues around labor shortages.

1st, 2nd, and 3rd Wave approaches all are based on the premise that “people follow jobs”, thus focus on businesses.

- Historically the research suggested that indeed, “people follow jobs,” but more recent research is suggesting that “jobs follow people.”
- Halstead and Deller (1997) reported that one respondent to the survey stated: “find an area that you want to live, then start your business.” (p160).

4th Wave: People oriented, focus on quality of life, livability, place-making.

- What investments can be made by the community to make it as attractive to people as possible?
- Invest in schools not to produce labor for local businesses, but as a resource that young families with children will want.
- Invest in public safety, do people feel that they can walk their dogs late at night and be safe?
- Invest in parks and recreational opportunities.
- Invest in downtown redevelopment to make it attractive to residents.

- Invest in cultural events, such as farmers markets, art festivals, and performing arts.

Over the past 20 years, research has suggested that amenities and quality of life are becoming a larger factor in explaining why some communities or regions perform better economically than others.

Specifically, communities are refocusing their attention less so on promoting business development and more on making their community attractive to people. Sometimes referred to as “place-making,” the idea is that if we make the community as attractive to people as possible, people will want to live in the community and create business opportunities.

Rather than replacing older tools in the toolbox with newer tools, the size of the toolbox has become larger. As new tools become available, they are preferred to the older tools, which are not as effective. Still, occasionally a particular situation calls for the use of an older tool.

Rather than focusing on making the community attractive to businesses (potential new and existing businesses), the focus should be on people.

Straightforward question: do people follow jobs, or do jobs follow people?

Within the planning literature, “place-making” where the goal is to invest in the community to make it attractive. Communities invest in the local school system not with the aim of generating productive workers but rather as a place that younger families would want to send their children—investing in recreational opportunities not to draw in tourists but to make the place a desirable place to live.

Still, the connections between investments today and payoffs in the future can be challenging to document. The “slow and steady” approach can at times be difficult to embrace, particularly during economic challenging times.

Reference

The 4th wave of Community Economic Development

Steven Deller, University of Wisconsin-Madison, March 21-22, 2024

- - The LRPC discussed the role and expectations of Vandewalle and Associates for economic development duties

Room Tax Information

Room Tax

Municipalities in the State of Wisconsin may impose a “transient room tax” of up to 8% on the sale of such accommodations.

This income is collected by the City and then must be forwarded to a tourism entity or commission for tourism promotion and tourism development.

Per Wisconsin State statutes – ““Tourism promotion and tourism development" means any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a tax under sub. (1m) (a) may be imposed, that are owned by different persons and located within a municipality in which a tax under this section is in effect; or, if the municipality has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:

- 1. Marketing projects, including advertising media buys, creation, and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.
- 2. Transient tourist informational services.
- 3. Tangible municipal development, including a convention center.”

In Tomah, we have the Convention & Visitors Bureau and the Parks and Recreation Commission who split the proceeds 50/50. Per our City Ordinance the breakout is as follows:

- 4% - Convention & Visitors Bureau
- 1% - Improvements at Recreation Park
- 1.25% - Debt on Improvements to Tomah Ice Center
- 1.75% - Debt on Construction of Flare Avenue Sports Complex

(August 15, 2023)

TID 8 Facade Program

SET heard the concerns of our citizens and there are a few things we would like to address.

It was mentioned that local downtown businesses could use money to improve their facades. The City of Tomah does in fact have a façade improvement loan program that has been in place since 2019. We are currently redesigning the application and revisions of the program to spur community interest; however, any business located within the boundaries of TID 8 (the Downtown Corridor), is eligible to apply. Contact the City Clerk if you would like an application.

Update: Building Inspector Open Position

There has been a lot of discussion about economic development and shortfalls of the current SET program. We plan to present a proposal to present this shortfall later in the meeting.

Open Invitation for Mayor to weekly SET meetings

SET meets weekly on Tuesdays at 8:30 a.m. and wanted to extend an open invitation to the Mayor. If this time does not meet requirements, we are happy to schedule at a time convenient for you. As always, if any Council member has concerns, they would like to address with SET, just let us know and we will be happy to sit down to address your concerns.

Meetings Attended

- Tomah Health Childcare Forum
- Vandewalle monthly check-in meeting
- 3RT Quarterly Business Review

CITY OF TOMAH PUBLIC SAFETY

MONTHLY REPORT June 2024



Public Safety Director / Fire Chief Tim Adler

TOMAH FIRE DEPARTMENT MONTHLY STATISTICS

MONTH/ YEAR June 2024

FIRE CALLS:

1. **STRUCTURE: 0**
2. **VEHICLE FIRES: 0**
3. **GRASS: 1**
4. **FALSE ALARMS: 2**
5. **INJURIES: 0**
6. **GOOD INTENT CALLS: 0**
7. **HAZMAT: 1**
8. **OTHER: 9**
9. **MOTOR VEHICLE ACCIDENT/RESCUE: 32**

FIRE INSPECTION HOURS: 128.5

FIRE SAFETY EDUCATION HOURS: 12, Sober Eyes Event, Parenting Place Winnebago Wednesday's, Lake Tomah Center.

CALLS FOR SERVICE: 3



City of Tomah City Council Meeting – July 16th, 2024

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

1. STAFFING

Full-Time

- Fire Chief
- Deputy Fire Chief

POC (paid on call)

- Assistant Chiefs x 2
- Captains x 2
- Fire Fighters x 30

2. **VEHICLES:** All apparatus are in service and functioning in good working condition. We have been having an air leak on truck 353 for the past few months, it was recently taken to Kimptons Fleet Service and has since been repaired.
3. **OTHER:** The fire inspectors have completed their first round of inspections for this year, we would be in great shape if audited by the State of Wisconsin Department of Safety and Professional Services. We received \$2500.00 from the Andres Grant which was used to purchase Guardian Light units for each member, these are personal safety lights while the members are performing on roads, highways, and the interstate system that we serve. We responded to 48 calls for service in June, this is the busiest recorded month the department has ever had.

Yours in Safety

Public Safety Director / Fire Chief

Tim Adler



Tomah Fire Department Staff



Fire Chief

*Tim Adler (35 Years)

Deputy Chief

*Jeremy Likely (18 Years)

Assistant Fire Chiefs

*Joe Kube (30 Years)
Joe Amberg (34 Years)

Safety Officer

Dave Baggot (24 Years)

Fire Fighters

Tim Larkin (49 Years)
Jody Pierce (30 Years)
*Bob Walker (22 Years)
Jerry Steele (21 Years)
*Brad Retzlaff (22 Years)
*Steve Walheim (22 Years)
Cory Lenz (20 Years)
Ron Schneider (19 Years)
Tim Cram (18 Years)
*Chris Semann (13 Years)
*Chad Gunder (10 Years)
*Steve Miller (5 Years)
Megan Mickelson (5 Years)
*Phil Gigous (5 Years)
Joe Lenz (5 Years)
Chris Neal (4 Years)
Mitchell Larkin (3 Years)
*Taylor McMullen (3 Year)
Brandon Sibert (3 Year)
Justin Dettinger (1 Year)
Michael Linehan (1 Year)
Chris Johnson (New)
Jeff Vierck (New)
Jared Vanderloop (New)
Ryan Fisk (New)
Daniel Amberg (New)
Michael Forlines (New)
Nick Amberg (New)

Captains

*Rob Larkin (27 Years)
Charles Muller (22 Years)

Lieutenants

Rescue Technicians

Kerwin Greeno (28 Years)

*=Rescue Techs



Tomah Area Ambulance Service Number of Calls by Municipality Monthly Report

June 2024

- City of Sparta Total: 4**
- City of Tomah Total: 222**
- Town of Adrian Total: 5**
- Town of Angelo Total: 1**
- Town of Byron Total: 8**
- Town of Grant Total: 6**
- Town of Greenfield Total: 2**
- Town of La Grange Total: 9**
- Town of Lincoln Total: 8**
- Town of Oakdale Total: 7**
- Town of Ridgeville Total: 1**
- Town of Tomah Total: 3**
- Village of Oakdale Total: 11**
- Village of Warrens Total: 3**
- Village of Wilton Total: 1**
- Village of Wyeville Total: 1**

Total: 10

Total Records: 302



City of Tomah City Council Meeting – July 16th, 2024

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

1. **STAFFING:**

Admin

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

Full-Time

- Critical Care Paramedics - 7
- Paramedics – 5
- AEMTs – 2
- EMT-Basics – 1 (Mara finishing Paramedic)

Part-Time

- Critical Care Paramedics – 2
- Paramedics – 4
- AEMTs – 1
- EMT-Basic – 9 (Emily finishing Paramedic, Tyler finishing Paramedic)

2. **BUILDING:** We continue to work through the finish list with Keller. There are 2 door sills that will get replaced when the weather gets better. Keller continues to communicate with us to ensure everything is operating as it should.
3. **VEHICLES:** All apparatus are in service and functioning in good working condition. Unit 269 was driven to the remount center on February 7th, we continue to wait for the completion of this unit, the current updates look like we may receive this around mid-July.
4. **OTHER:** The service continues to be busy for the first five months of the year, responding to more calls than we have ever had in this time in the past years. We continue staffing trucks with as many part-time staff as we can to keep three trucks available. We received \$2500.00 from the Andres Grant which was used to purchase Guardian Light units for each member.

Yours in Safety
Public Safety Director / Fire Chief
Tim Adler

Transfer Statistics break down

June 2024 Statistics

Year to Date Calls for Service – 1,763

- Calls with multiple ambulances – 34

Year to Date Reports Written – 1,792

Calls for Service in June – 302

- Calls with multiple ambulances – 11

Reports Written in June – 304

Salaried Employee Stipends in June – \$125.00

Year to Date Salaried Employee Stipends – \$125.00

Year to Date – All Transfers – 649 Requested. Accepted 537, Declined 112 – 82.74%

- Tomah Health ER– Requested 459, Accepted 410. **89.32% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 28
 - Multiple Transfers at the Same Time – 8
 - Medical Necessity – 6
 - Downtown Structure Fire – 2
 - Crew Safety – 2
 - Patient Condition – 1
 - Did Not Call Us – 1
 - Staffing – 1
- Tomah Health OB & Acute Care – Requested 27, Accepted 25. **92.59% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 1
 - Missed Phone Call – 1
- Tomah VA – Requested 63, Accepted 59. **93.65% Accepted.**
 - Reasons for Turn Down
 - On Transfer/911 Calls / Would Not Wait – 3
 - Crew Safety – 1
- Critical Care Transfers – Requested 19, Accepted 15. **78.95% Accepted.**
 - Reasons for Turn Down
 - January – Mauston – Madison – Staffing
 - February – Tomah – La Crosse – Tomah Sent Rochester Transfer Instead
 - March – La Crosse – Rochester – Neonatal Specialty Transport
 - March – Tomah – La Crosse – Patient Condition – Transported Later

June Transfers – 84 Requested. Accepted 71, Declined 13.

- Critical Care Transfers – 2
 - Accepted – 2
- Reasons for Turn Down in June
 - On Transfers or 911s/Would Not Wait– 6 (Tomah Health-3, Outlying-2, AC-1)
 - Staffing – 6 (Tomah Health-0, Outlying-5, Other-1)
 - Missed Phone Call – 1 (Acute Care-1).

Mutual Aid

- Assisted – 4
 - **Black River Falls Ambulance – 2**
 - **Mutual Aid** – Motor Vehicle Accident – Cancelled
 - **Mutual Aid** – Traumatic Injury – Cancelled on Scene
 - **Mauston Ambulance – 1 (2 Ambulances)**
 - **Mutual Aid/MABAS** – Motor Vehicle Accident / MCI – Transported to Tomah Health
 - **Wilton Ambulance – 1**
 - **Intercept** – Overdose – Transported to Tomah Health.
- Requested – 16
 - Fort McCoy – 16
 - **Change of Quarters** – Three Ambulances on duty, all three on separate 911 calls.
 - **Change of Quarters** – Two Ambulances on duty, both ambulances on separate 911 calls, one transported to Black River Falls Memorial.
 - **Change of Quarters** – Two Ambulances on duty, both on MVA with injuries.
 - **Change of Quarters** – Three Ambulances on Duty, one on Mutual Aid call for Black River Ambulance, two on four separate 911 calls.
 - **Change of Quarters** – Two Ambulances on duty, both on fatal MVA.
 - **Change of Quarters** – Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Change of Quarters** – Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Change of Quarters** – Two Ambulances on duty, both on separate 911 calls.
 - **Change of Quarters** – Two Ambulances on duty, one on a transfer, one on a 911 call.
 - **Change of Quarters** – Three Ambulances on Duty, one on a transfer, two on a MVA with injuries.
 - **Change of Quarters** – Three Ambulances on Duty, one on a transfer, one transporting a 911 patient direct to La Crosse, one on a 911 call.
 - **Mutual Aid** – Lift Assist – Two Ambulances on Duty, one on a transfer, one on a Cardiac Arrest call. Responded with 264.
 - **Change of Quarters** – Three Ambulances on Duty, one on a transfer, two on separate 911 calls.

- **Change of Quarters** – Three Ambulances on Duty, one on a transfer, two on separate 911 calls.
- **Change of Quarters** – Two Ambulances on Duty, both on Mutual Aid/MABAS activation for MCI MVA.
- **Change of Quarters** – Two Ambulances on duty, one on a transfer, one on a 911 call.

Legal Blood Draws

- June – 3 (Year to Date – 19)

TAAS Monthly Statistical Report June 2024

Calls For Service		Cancelled/No Transport		Facility Transfers		Denied Transfers		Salary Stipend		
304		102		70		13		\$125.00		
1 Year Ago:	275	1 Year Ago:	67	1 Year Ago:	73	1 Year Ago:	17	Yr to Date:	\$125.00	
Total Miles Driven		Mutual Aid Requests		Incoming Payments		Billed To Patients		Total Bad Debt Collected In 2024		
4100.2		4 Asst / 16 Req / 3 Blood Draw		\$483,098.26		\$383,541.30		\$44,415.63		
1 Year Ago:	3847.8	1 Year Ago:	18	Yr to Date:	\$1668,901	Yr to Date:	\$2,490,131			
Billed Medicare			Collected Medicare			Uncollectable-Medicare (30% Retrivable)				
\$104,623.00			\$141,353.57/JUST NGS			\$331,103.57/JUST NGS				
Yr to Date:	\$762,161		Yr to Date:	\$274,533.13		Yr to Date:	\$697,518.41			
Billed Medicaid			Collected Medicaid			Medicaid Write-Off				
\$61,116.40/JUST EDS			\$35,575.30 JUST EDS			\$81,451.48				
Yr to Date:	\$364,533.50		Yr to Date:	\$89,355		Yr to Date:	\$240,518			
Billed Insurance			Collected Insurance		Write-Off Per Insurance		Collections		Collected Patient	
\$99,588.40/also other ngs&eds			\$28,164.57		\$28,461.68		\$22,585.32		\$21,168.17	
Yr to Date:	\$933,977		Yr to Date:	\$160,834.7	Yr to Date:	\$73,214.08	Yr to Date:	\$142,033.8	Yr to Date:	\$483,910
Billed V.A.			Collected V.A.			Outstanding V.A.				
\$118,213.50			\$256,836.65							
Yr to Date:	\$803,895		Yr to Date:	\$660,298.19					2024 As of 7/3	
									\$173,058.00	

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			20	PT Paramedic/CC	Jeremy Schaller	
2	FT Admin. Asst.	Christi Anderson			21	PT Paramedic/CC	Gus Stephenson	
3	FT Bookkeeping	Candi Maas			22	PT Paramedic/CC		
4	FT Paramedic/CC	Dep Chief Adam Robarge			23	PT Paramedic	Laura Scharlau	
5	FT Paramedic/CC	C.L. Brandon Sibert	A-Shift		24	PT Paramedic	Allen Sheston	
6	FT Paramedic/CC	C.L. Chris Brigson	B-Shift		25	PT Paramedic	Trevor Multhaup	
7	FT Paramedic/CC	C.L. Jeremy Becker	C-Shift		26	PT Paramedic	Josh Wilcox	
8	FT Paramedic/CC	Mitch Larkin	C-Shift		27	PT Paramedic		
9	FT Paramedic/CC	Michael Forlines	A-Shift		28	PT AEMT	Chris Prindiville	
10	FT Paramedic/cc	Morgan Scharlau	B-Shift		29	PT AEMT		
11	FT AEMT	Stacy Frost	C-Shift		30	PT EMT	Rostislav Yerokhin	
12	FT AEMT	Stacey Zellmer	A-Shift		31	PT EMT	Ben Ramos Mendoza	
13	FT Paramedic	Dawson Dean	B-Shift		32	PT EMT	Kerry Ely	
14	FT Paramedic/CC	Lisa Hart	A-Shift		33	PT EMT	Shana Adams	
15	FT Paramedic	Jenna Quackenbush	C-Shift		34	PT EMT	Emily Bertram	
16	FT Paramedic	Brandon Maurico	C-Shift		35	PT EMT	Genevieve Janczak	
17	FT Paramedic	David Smith	B-Shift		36	PT EMT	Adam Wilson	
18	FT Paramedic	Katie Karper	B-Shift		37	PT EMT	Tyler Hoerres	
19	FT EMT-BASIC	Mara Goede	A-Shift		38	PT EMT	Whitney Hanson	
					39	PT EMT	Jon Ghinazzi	
					40	PT EMT	Hannah Benson	

Monthly Invoices June 2024

ACCT #	DATE	DESCRIPTION & INVOICE #	CREDIT CARD YES	AMOUNT
2900	6/1/2024	DAS Health Inv. 65319 (ACH payment)		\$406.00
2230	6/1/2024	Lynxx Networks		\$667.86
2900	5/14/2024	LVC Companies Inv. 141548		\$380.00
3350	6/3/2024	Western Tech. Inv. 0000000014 (Kerry Ely)		\$34.90
3400	5/31/2024	Mississippi Welders Inv. 1764403		\$13.02
2230	5/23/2024	First Net Inv. 287303615675x06012024		\$398.87
3401	6/4/2024	Kwik Trip		\$4,800.82
2900	6/5/2024	Nsure Inv. 07321 (ACH payment)		\$719.97
3400	6/6/2024	WI Online Record Check Systems	X	\$7.00
3400	6/4/2024	United States Postal Service	X	\$9.85
2210	6/4/2024	Alliant Energy		\$1,589.57
2220	6/5/2024	City W&S		\$160.32
2900	5/30/2024	Tri State Business Machines Inv. 602265		\$1,295.00
2900	5/30/2024	Tri State Business Machines Inv. 602264		\$35.10
3402	5/30/2024	Bound Tree Inv. 85364491		\$978.37
3500	5/3/2024	Larkin's Inv. 86770		\$563.41
3500	5/30/2024	Larkin's Inv. 86972		\$87.10
3100	5/23/2024	Quill Inv. 38810776		\$65.97
3100	5/23/2024	Quill Inv. 38812415		\$25.18
2100	6/5/2024	Cram's Computer Center Inv. 6196		\$247.50
3402	5/31/2024	Bound Tree Inv. 85366410		\$995.99
3350	6/12/2024	PWW/AG Inv. 2024-1182 (Christi CEU's)		\$375.00
3400	5/28/2024	Quill Inv. 38848274		\$89.98
3400	5/29/2024	Quill Inv. 38870016		\$77.98
3400	5/29/2024	Quill Inv. 38869984		\$110.99
3100	5/29/2024	Quill Inv. 38870220		\$209.97
3402	6/14/2024	Medline Inv. 2322839476		\$295.26
3100	6/3/2024	Quill Inv. 38933630		\$119.99
3400	6/13/2024	Amazon Order No. 114-5861435-3618638	X	\$15.94
3400	6/13/2024	Amazon Order No. 114-4919422-5896269	X	\$2.50
3400	6/17/2024	Walmart (Dayroom TV)	X	\$488.00
2900	6/17/2024	Tri State Business Machines Inv. 603503		\$139.89
3402	6/11/2024	Bound Tree Inv. 85378936		\$337.92
3400	6/18/2024	Ace Hardware Inv. 623206		\$5.96
2900	5/31/2024	Summit Fire Protection Inv. 195026723		\$480.00
2900	6/20/2024	Canon Financial Services Inv. 33224936		\$73.00
3402	6/13/2024	Bound Tree Inv. 85382056		\$1,574.91
3402	6/12/2024	Teleflex Inv. 9508559397		\$677.50
3350	6/13/2024	Western Tech. Inv. 000016910 (CPR training)		\$86.00

3400 6/12/2024 Mississippi Welders Inv. 509647 \$150.00

ACCT #	DATE	DESCRIPTION & INVOICE #	CREDIT CARD YES	AMOUNT
3402	6/18/2024	Bound Tree Inv. 85386087		\$19.60
3400	6/19/2024	Mississippi Welders Inv. 509671		\$82.45
3402	6/17/2024	Zoll Medical Inv. 3992722		\$154.98
3100	6/13/2024	Quill Inv. 39111418		\$203.97
3400	6/13/2024	Quill Inv. 39110157		\$287.83
3400	6/13/2024	Quill Inv. 39110174		\$75.82
2100	6/26/2024	Cram's Computer Center Inv. 6205		\$146.25
				\$19,763.49

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Public Safety Director/Fire Chief Adler and the Tomah Area Ambulance Commission
Minutes/staff report attached	Yes <input checked="" type="checkbox"/> No
Budget account:	N/A
Fiscal impact:	N/A \$
Staff responsible for implementation:	Chief Adler
Economic impact:	n/a
Zoning/rezoning issues:	n/a
Supports organizational goals	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Questions from SET:	
Grants pursued/opportunity pursued:	n/a
Reviewed by SET	Yes <input type="checkbox"/> No <input type="checkbox"/>

Initialed by: KA

Date: 6/28/24



STAFF PREPARATION REPORT

Agenda Item: AUTHORIZATION FOR AMBULANCE FEE INCREASE FOR 2025 SPECIAL EVENTS.

Background: Tomah Area Ambulance has not adjusted ambulance fees for special events since 2018. Our fees for service need to reflect the cost for staffing and fuel during these events.

Fiscal Notes: The Ambulance Department is a self-funding enterprise and proper fees for services rendered must be routinely reviewed and adjusted accordingly.

Recommendation: The recommended change would be to take our local events from \$85.00 to \$100.00 and our outside event rates from \$85.00 to \$150.00. Tomah Ambulance Commission has reviewed the need for the fee increase for special events service rendered and voted to recommend that the Council approve the request.

6/28/2024

Tim Adler
Public Safety Director / Fire Chief

Date

Approved By:

SET Team Chairperson

Date

Procedure for recommendations on actionable items to the City Council/Committee of the Whole

Recommendations should come to the SET from all boards, commissions and committees, with the exception of the Committee of the Whole.

Staff report approved or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward onto the Committee of the Whole or the City Council with the reviewed documents.

Department Head to communicate to their boards, commissions, committees and Council.

Recommendation from:	Public Safety Director/Fire Chief Adler and the Tomah Area Ambulance Commission
Minutes/staff report attached	Yes <input checked="" type="checkbox"/> No
Budget account:	N/A
Fiscal impact:	N/A \$
Staff responsible for implementation:	Chief Adler
Economic impact:	n/a
Zoning/rezoning issues:	n/a
Supports organizational goals	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Questions from SET:	
Grants pursued/opportunity pursued:	n/a
Reviewed by SET	Yes <input type="checkbox"/> No <input type="checkbox"/>

Initialed by: MA

Date: 6/28/24



STAFF PREPARATION REPORT

Agenda Item: AUTHORIZATION FOR ON CAMPUS VA TRANSFER AMBULANCE RATE.

Background: Tomah Area Ambulance has been asked to help with some occasional on campus transfers of our Veterans from building to building. By providing this service we would generally take one of our units out of service for approximately 45 minutes per transfer. The VA is aware that all 911 calls and other interfacility transfers have priority.

Fiscal Notes: The Ambulance Department is a self-funding enterprise and proper fees for services rendered must be to cover labor and other expenses.

Recommendation: The recommended fee for on Campus VA transfers from building to building would be set at a flat rate of \$300.00. Tomah Ambulance Commission has reviewed the request for this recommendation and voted to recommend that the Council approve the request.

 6/28/2024

Tim Adler Date
Public Safety Director / Fire Chief

Approved By:


Date
SET Team Chairperson



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



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

<p>LIFE INSTRUCTION “Do all the good you can, By all the means you can, In all the ways you can, In all the places you can, At all the times you can, To all the people you can, As long as you ever can. ~John Wesley</p>	<p>JUNE 2024 “Hello” from Pam</p>		<p>“Do battle against prejudice and discrimination whenever you find it.” ~Author Unknown “Laugh Often ~ Live Well ~ Love Much”</p>	<p>THE FOUR-WAY TEST Of all the things we think, say, or do... 1. Is it the TRUTH? 2. Is it FAIR to all concerned? 3. Will it build GOOD WILL and BETTER FRIENDSHIPS? 4. Will it be BENEFICIAL to all concerned? ~Rotary International</p>
<p>“Here at the Senior Center, we are all about making friends, being friends, keeping friends and spending time with friends.” ~Pam Buchda</p>	<p>“The purpose of activities is not to kill time, but to make time live. Not to keep a person occupied, but to keep him/her refreshed. Not to offer an escape from life, but to provide a discovery for life”. ~Author Unknown</p>		<p>“Happiness is not a destination. It is a method of life.” ~Burton Hills Everyday... What are 3 things you are grateful for?</p>	



INDEPENDENCE Day’s Holiday is Thursday, July 4th, 2024.
SENIOR CENTER will be CLOSED July 4th & 5th.
The MEAL SITE will be CLOSED July 4th & OPEN July 5th at 10am-1pm.

Hello all...

Here we are – summer 2024. Tuesday, July 2nd at noon is the **Halfway Point of 2024**. I am looking forward to Tomah’s Independence Day festivities. On the 4th: 10:00am **parade** organized by our Chamber of Commerce; 11am -1pm **lunch and pie/ice cream social** at the Methodist Church; 6pm-9pm the first **DTN music concert** of 2024 organized by our Chamber of Commerce; and 9:30pm **fireworks** by the Lion’s Club and Fire Department.

This month, I am also looking forward to the **Thursday night (DTN) concerts** in downtown Tomah on the first three Thursdays from 6pm to 9pm. For supper, the food trucks and booths are good summer fest eating. I will be very proud of our senior center line dancers when they are dancing at the concerts.

Then the **Monroe County Fair** is here in Tomah during the fourth week of the month. There will be lots to do there also. It does the soul good to see all the things the youth have worked on, as well as the things adults of our community have done. I hear they have some good, fun entertainment at the fair – check it out.

The **August & November ELECTIONS** are coming up. Don’t forget to **register to vote** at city hall ahead of time if you haven’t done so already. Make sure to mark on your calendars - Tuesday, August 13 – Partisan Primary and Tuesday, November 5th – General & Presidential Election.

The **information I am sharing with you** in this month’s newsletter is on ‘Halfway Point of the Year’; ‘Dog Days of Summer’; ‘Anniversary of the Bikini’; and ‘Anniversary of the Korean War Armistice’. It seemed appropriate to also share the ‘Declaration of Independence’.

The articles I selected to share with you for this month are: ‘5 Easy Ways to Improve Your Gut Health in 1 Week’; ‘The Climate is the Economy’; and ‘8 Types of Medications That Can Make It Harder to Handle the Heat’. I hear a lot of comments about “gut” problems – hope this article gives some usable advice to help you. In the economy article, it looks to me that no matter who is President, we are going to have some more expensive times due to the climate change we are already experiencing – good read that shows how it is all connected. Because it is July and August and heat is a factor in Wisconsin, I thought the article on medications and heat was timely. Are you on any of the medications listed? I found out I was. Check it out.

Hope to see you at the community music concerts in Tomah – Downtown Thursday Nights and Americana in the Park – as well as Friday mornings at the senior center. And the Squirrel Fest and Monroe County Fair – so much to do in Tomah. Have a great July! Stay safe & healthy. ~Pam



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



KUPPER-RATSCH SENIOR CENTER YEARLY ATTENDANCE/USAGE COMPARISONS

NOTES: Did Not Take Daily Attendance Before COVID. Senior Center closed from March 17, 2020 to June 15, 2020 (3 months).
Meal Site closed March 17, 2020 to July 26, 2021 (1 1/3 years). Did do in-home meal deliveries & pick-up meals during closed meal site.

Month	#Usage	Vol.s	Days/Evenings Open	Month	#Usage	Vol.s	Days/Evenings Open
January				July			
2024	1,487+	206+	25 -1 Sun., 4 Eve. & 1 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	1,387+	187+	23 -1 Sun., 4 Eve. & 1 Sat.	2023	1,741+	203+	24-3 Sun., 1 Eve. & 1 Sat.
2022	856+	93+	24 -1 Sun., 1 Eve. & 2 Sat.	2022	1,215+	161+	21-1 Sun., 5 Eve. & 0 Sat.
2021	407	21+	20 -0 Sun., 2 Eve. & 1 Sat. Masks Required	2021	1,078+	71+	21-1 Sun., 5 Eve. & 1 Sat. Masks Optional
2020	---	---	25 -1 Sun., 2 Eve. & 1 Sat. Did not take attendance before COVID	2020	586+	69+	07-26-21 Meal Site Reopen 24 -1 Sun., 2 Eve. & 1 Sat. Open with Precautions
February				August			
2024	1,847+	271+	27 -4 Sun., 10 Eve. & 2 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	1,626+	207+	21 -1 Sun., 2 Eve. & 1 Sat.	2023	2,201+	239+	28-3 Sun., 2 Eve. & 2 Sat.
2022	1,039+	111+	19 -0 Sun., 2 Eve. & 0 Sat.	2022	1,486+	202+	25-1 Sun., 4 Eve. & 1 Sat.
2021	383+	20+	20 -0 Sun., 1 Eve. & 1 Sat. Masks Required	2021	1,253+	139+	24-1 Sun., 4 Eve. & 1 Sat.
2020	---	---	22 -1 Sun., 1 Eve. & 1 Sat. Did not take attendance	2020	620+	74+	24 -1 Sun., 2 Eve. & 2 Sat. Open with Precautions
March				September			
2024	1,902+	241+	25-2 Sun., 14 Eve. & 2 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	2,349+	263+	26 -1 Sun., 6 Eve. & 2 Sat.	2023	1,927+	208+	24-3 Sun., 6 Eve. & 1 Sat.
2022	1,390+	138+	24 -1 Sun., 5 Eve. & 0 Sat.	2022	1,332+	170+	22-1 Sun., 6 Eve. & 1 Sat.
2021	617+	37+	23 -0 Sun., 1 Eve. & 1 Sat. Masks Required	2021	1,134+	112+	23-1 Sun., 8 Eve. & 1 Sat.
2020	---	---	16 -0 Sun., 0 Eve. & 0 Sat. 17 th Closed d/t COVID	2020	595+	59+	23 -1 Sun., 3 Eve. & 1 Sat. Open with Precautions
April				October			
2024	1,872+	255+	26 -3 Sun., 08 Eve. & 01 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	1,870+	232+	26 -1 Sun., 6 Eve. & 2 Sat.	2023	2,370+	282+	26 -3 Sun., 11 Eve. & 1 Sat.
2022	1,340+	138+	21 1/2-1 Sun., 9 Eve. & 0 Sat.	2022	1,736+	244+	21- 1 Sun., 7 Eve. & 1 Sat.
2021	689+	43+	21 -0 Sun., 1 Eve. & 1 Sat. Masks Required	2021	1,410+	142+	24 -2 Sun., 8 Eve. & 1 Sat.
2020	---	---	00 -0 Sun., 0 Eve. & 0 Sat. Closed d/t COVID	2020	602+	71+	25 -1 Sun., 3 Eve. & 2 Sat. Open with Precautions
May				November			
2024	1,758+	246+	24 -1 Sun., 3 Eve. & 1 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	1,898+	247+	24-1 Sun., 4 Eve. & 1 Sat.	2023	1,862+	236+	25-3 Sun., 7 Eve. & 2 Sat.
2022	1,426+	128+	22 -1 Sun., 7 Eve. & 0 Sat.	2022	1,322+	228+	21-1 Sun., 5 Eve. & 1 Sat.
2021	657+	37+	20 -0 Sun., 3 Eve. & 1 Sat. Masks Required	2021	1,101+	122+	20-1 sun., 5 Eve. & 1 Sat.
2020	---	---	00 -0 Sun., 0 Eve. & 0 Sat. Closed d/t COVID	2020	510+	76+	20 -0 Sun., 1 Eve. & 1 Sat. Open with Precautions
June				December			
2024	1,588+	212+	23 -1 Sun., 4 Eve. & 2 Sat.	2024			xx -x Sun., x Eve. & x Sat.
2023	1,795+	224+	25 -1 Sun., 1 Eve. & 2 Sat.	2023	1,644+	242+	21-1 Sun., 3 Eve. & 1 Sat.
2022	1,461+	162+	23 -1 Sun., 6 Eve. & 0 Sat.	2022	1,230+	219+	21-0 Sun., 6 Eve. & 1 Sat.
2021	965+	44+	22 -1 Sun., 6 Eve. & 1 Sat. Masks Required	2021	1,006+	88+	22-1 Sun., 5 Eve. & 1 Sat.
2020	270+	26+	14 -1 Sun., 2 Eve. & 0 Sat. 15 th Reopened w/Precautions	2020	452+	48+	22 -0 Sun., 1 Eve. & 1 Sat. Open with Precautions
Newsletter is done before end of month.				TOTAL			
				2024	+	+	
				2023	22,670+	2,770+	
				2022	15,833+	1,994+	
				2021	10,700+	876+	
				2020	3,635+	423+	Jun15 thru December 31

NOTE: We do not always see/know how many people are in some evening and/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 additional people, above the numbers recorded, have used our services.



**SENIOR &
DISABLED
SERVICES
DEPARTMENT
MONTHLY
REPORT**



Listed are the City of Tomah's Senior & Disabled Services Department's **categories for goals and the main long-range goal(s) for each category**, as well as a monthly update in each category.

Throughout the year, the Senior & Disabled Services Director has "mini"/short-term goals for each of the categories to help reach the main goals. As short-term goals are met and as new opportunities and information arise throughout the year, new "mini" goals are developed.

01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE

GOAL(S): To maintain & grow programs, services, & community events at/for the senior center.

ACTIVITIES /EVENTS

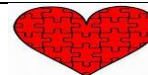
-Activities & events are listed in our monthly newsletter, on the big "daily" board in senior center, and on the 'Tomah Senior Center' Facebook page.
-If you have suggestions or a particular interest you would like to see happen, please share it with Pam at the senior center or at pbuchda@tomahwi.gov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

PUZZLE TABLE



We accept donations of puzzles.

We have a table with a community jigsaw puzzle being put together. Everyone is welcome to work on it.
We have puzzles that can be borrowed and returned.



We frame some of the puzzles and use them as a fundraiser.

COFFEE TIME & VISITING



DATE: Mondays thru Fridays
TIME: 9:00am (coffee on pretty much all day)
COST: Free (coffee & coffee cart donations accepted)

Come and join us for coffee and visiting.
Good People-Good Place



OUTDOOR 'GAZEBO' AREA

In the spring, summer & autumn, we have a green picnic table outside by the back door with a shade umbrella with it.

People are welcome to sit outside and visit or play games.



Thank you Frank G. Andres Charitable Trust for the grant.

GAMES:

BINGO



DATE: Mondays, Thursdays & Fridays
TIME: 1:00pm (set-up at 12:30)
COST: 50 cents a card
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group
SPONSOR(S): People who are playing

VOLUNTEER CALLERS:
June Abbott, Mary Boettcher, Becky Fitzpatrick, Richard Gegenfurtner, Marvin Henricks, Siegrun Horst, & Bev Thorp.

BINGO BASH



DATE: 2nd Monday
TIME: 1:00pm (set-up at 12:30)
COST: Free (play 1 card)
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group

SPONSOR(S): People who donated items.
VOLUNTEERS: Same as regular bingo



**SENIOR & DISABLED SERVICES
DEPARTMENT
MONTHLY REPORT**



01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE, continued

GAMES, continued:

BRIDGE



DATE: 2nd Tuesday
TIME: 1:00pm
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group

VOLUNTEER(S):
People from the group

PFEIFFER



DATE: Tuesdays
TIME: 12:00 to 12:45 (*before Euchre starts*)
PLACE: Kupper-Ratsch Senior Center

VOLUNTEERS:
People from the group.
COST: Free

GAMES OF CHOICE



DATE: Tuesdays
TIME: 12:30pm
COST: Free
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group

Group chooses games, could be... Phase 10, Checkers, Uno, Dominos, Scrabble, Sequence, Skip Bo, Wizard, Yahtzee, Etc.

EUCHRE



DATE: Tuesdays
TIME: 1:00pm (*set-up at 12:30*)
COST: \$2 (10 cents a bump, & 25 cents bump if go alone & don't win)
PLACE: Kupper-Ratsch Senior Center
SPONSOR(S): People who are playing.

VOLUNTEERS:
People from the group

PINOCHLE



DATE: Wednesdays
TIME: 12:30pm
COST: Free
PLACE: Kupper-Ratsch Senior Center

VOLUNTEERS:
People from the group

CANASTA



DATE: Wednesdays
TIME: 1:00pm
COST: Free
PLACE: Kupper-Ratsch Senior Center

VOLUNTEERS:
People from the group

CREATIVE GROUPS:

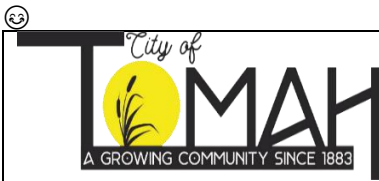
BASKET WEAVING CLASS



gg82070917 GoGraph.com

DATE: 3rd Monday
TIME: 10:30am to 3:30pm
COST: \$ for supplies – ask Pam or Rose
Cost for supplies will vary from class to class depending on the basket style being done.
PLACE: Kupper-Ratsch Senior Center
VOLUNTEER INSTRUCTOR: Rose Berry

Limit of 12 to a class.
SIGN-UP: with Pam at senior center, 608-374-7476, or pbuchda@tomahwi.gov



SENIOR & DISABLED SERVICES DEPARTMENT
MONTHLY REPORT



01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE, continued

CREATIVE GROUPS, continued:

QUILTING GROUP



People who sew & quilt are welcome.

DATE: 1st & 3rd Wednesdays
TIME: 10:30am to 3:30pm
Bring your own lunch or sign up ahead of time for the county's nutrition site meal.
COST: Free. *Bring your sewing machine & projects, enjoy fellowship and exchange of ideas.*
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group



People who crochet & knit are also welcome.

CREATIVE CORNER



DATE: 2nd & 4th Wednesdays
TIME: 10:30am to 3:30pm
Bring your own lunch or sign up ahead of time for the county's nutrition site meal.
COST: Free. *Bring your projects, enjoy fellowship and exchange of ideas.*
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group

Bring whatever project you are working on – like painting, drawing, photography, paper crafts, models, beadwork, jewelry making, crocheting, embroidery, and/or knitting, Etc.

BOOKINGS:

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN-Tomah Branch



DATE: 4th Tuesday
TIME: 5:30pm to 7:30pm
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group
PROGRAM: to be announced – ask Pam.

AAUWTomah@gmail.com
CONTACT: President
 Cindy Zahrte

AM VETS

Murphy Post 2180



Tomah

DATE: 3rd Saturday
TIME: 4:30pm
PLACE: Kupper-Ratsch Senior Center
VOLUNTEERS: People from the group
CONTACT: amvets2180@gmail.com

-Don Vander Molen, VAVS Representative: 262-391-9505
 -Glenn Gallagher, Deputy Representative: 608-344-1679



**SENIOR & DISABLED SERVICES
DEPT. MONTHLY REPORT**



01 RECREATION & LEISURE ACTIVITIES/GATHERING PLACE, continued

MUSIC PROGRAMS:



DID YOU KNOW? ...
According to researchers singing uses both sides of the brain and takes people's minds off their worries, so it is a stress reducer. Singing also boosts oxygen and blood flow to the brain and body.
~ Creative Forecasting editors, March 2021

Senior Center Closed Friday, July 05, 2024 - No Music at senior center on July 5th.

LIVE MUSIC AT THE SENIOR CENTER



SKIP JONES
DATE: Friday, July 12, 2024
TIME: 10:15am to 11:15am
COST: Free
PLACE: Kupper-Ratsch Senior Center
SPONSORS: Loretta Noet



LIVE MUSIC AT THE SENIOR CENTER



KEVIN MATTSON
DATE: Friday, July 19, 2024
TIME: 10:15am to 11:15am
COST: Free
PLACE: Kupper-Ratsch Senior Center
SPONSORS: Marian Beebe



LIVE MUSIC AT THE SENIOR CENTER



SCOTT WILCOX
DATE: Friday, July 26, 2024
TIME: 10:15am to 11:15am
COST: Free
PLACE: Kupper-Ratsch Senior Center
SPONSORS: Marian Beebe



LIVE MUSIC AT THE SENIOR CENTER



CIRCLE J BAND
DATE: Friday, August 02, 2024
TIME: 10:15am to 11:15am
COST: Free
PLACE: Kupper-Ratsch Senior Center
SPONSORS: Marian Beebe



LIVE MUSIC AT THE SENIOR CENTER



BLAINE MEYER

DATE: Friday, August 09, 2024
TIME: 10:15am to 11:15am
COST: Free
PLACE: Kupper-Ratsch Senior Center
SPONSORS: Volunteers his time & talents



"Local Country singer"



**DO YOU HAVE AN INTEREST
 & WOULD LIKE TO SEE A
 GROUP STARTED at the
 Senior Center?**

**SENIOR & DISABLED
 SERVICES DEPT.
 POSSIBLE PROGRAMS**

This is your Senior Center... What would you like? We are open to ideas & interests.
 Let Pam know if you are interested. Clip Boards for sign-up are in Pam's office.

CHESS



DATE: Wednesdays or ?
TIME: am or pm?
COST: FREE
PLACE: Kupper-Ratsch Senior Center

Have had a request to see if anyone is interested.

CRIBBAGE



DATE: Wednesdays or ?
TIME: am or pm?
COST: FREE
PLACE: Kupper-Ratsch Senior Center

Have had a request to see if anyone is interested.

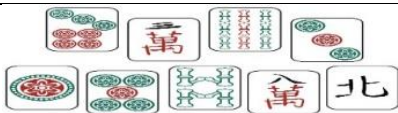
HAND & FOOT



DATE: Wednesdays or ?
TIME: am or pm?
COST: FREE
PLACE: Kupper-Ratsch Senior Center

Have had a request to see if anyone is interested.

MAHJONG



DATE: Wednesdays or ?
TIME: am or pm?
COST: FREE
PLACE: Kupper-Ratsch Senior Center

Have had a request to see if anyone is interested.

TATTING GROUP




DATE: Wednesdays
TIME: 1:45pm
PLACE: Kupper Ratsch Senior Center
INSTRUCTOR: ?

You are welcome to join us!
COST: Free, however you provide your own supplies

	<h2>SENIOR & DISABLED SERVICES DEPARTMENT</h2> <h3>MONTHLY REPORT</h3>	 <p>READY, SET ... GOALS!</p>
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02 EDUCATIONAL & HEALTH PROGRAMS
GOAL: To maintain and grow programs/guest speakers at the Senior Center on educational, Health, and assistance programs/services.

COMMUNITY RESOURCE CONTACT INFORMATION BOOKLET


	<p>COMMUNITY RESOURCE CONTACT INFORMATION BOOKLETS are in magazine racks by front and back doors of the senior center, and/or see staff for information.</p>
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Please share info you have with us...


If you know of “handyman”, or people who do lawn care, snow removal, and/or personal care, house cleaning, etc., please share with Pam their names & contact information. We will add them to the Resource Contacts Information Booklet.



COMMON SENSE HEALTH PRECAUTIONS FOR ANY TIME...
 for “summer” & “winter” colds and flu, coronaviruses/COVID, and other illnesses.


	<ol style="list-style-type: none"> 1. WASH HANDS OFTEN. Use HAND SANITIZERS if cannot wash hands. 2. Keep your HANDS AWAY FROM your FACE. 3. COUGH/SNEEZE INTO your INNER ELBOW. 4. Wear a MASK if you choose. 5. Wear GLOVES if you choose. 6. Practice PHYSICAL DISTANCING if you choose. 3 to 6 feet is recommended. 7. STAY AT HOME IF YOU ARE SICK! 8. COME BACK when you are better. 	<p><i>‘We also need to be aware of that some of us have “underlying conditions”, so we may cough and sneeze because of allergies, asthma, and/or heart/lung conditions and not a “catching” sickness. Please continue to be kind and understanding.</i></p>
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LIBRARY

	<p>We have a nice, small library here. We loan books out free of charge. Just return the books when you are done, so someone else can read them. We accept donations of books.</p>	<p>“The more that you read, the more things you will know. The more you learn, the more places you’ll go.” ~Dr. Seuss</p>
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“A book is a Dream that you hold in your hand.” ~ Neil Gaiman

READING TABLE

	<p>We have a “reading table” with articles, newspapers, and magazines. Newspapers stay here to read, and magazines may be taken home. We accept donations of magazines.</p>	<p>Please feel free to use the magnifier machine for reading that is on the reading table.</p>
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☺Page 08

	<h3 style="margin: 0;"><u>SENIOR & DISABLED SERVICES DEPARTMENT</u></h3> <h3 style="margin: 0;"><u>MONTHLY REPORT</u></h3>	 <p style="margin: 0; font-weight: bold; font-size: 1.2em;">READY, SET ... GOALS!</p>
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02 EDUCATIONAL & HEALTH PROGRAMS, continued

EDUCATIONAL & SUPORT PROGRAMS:

VETS CAREGIVER SUPPORT GROUP


  <p style="font-size: 0.8em; margin: 0;">U.S. Department of Veterans Affairs Veterans Health Administration</p>	<p>DATE: First & Second Mondays TIME: 1:00pm – 2:30pm COST: Free PLACE: Kupper-Ratsch Senior Center SPONSOR(S): VA Medical Center</p>	<p>CONTACT: Barbara Iwanowicz Barbara.Iwanowicz@va.gov or 608-372-3971 x64441</p>
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AMERICAN SIGN LANGUAGE (ASL) STUDY GROUP

	<p>DATE: Thursdays TIME: 10:15am COST: Free PLACE: Kupper-Ratsch Senior Center VOLUNTEER FACILITATOR: John Berry</p>	<p>This is for beginners, as well as those who know ASL and want to keep up their skills.</p>
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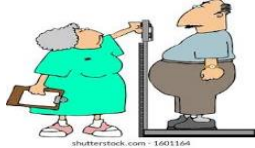
TECHNOLOGY PROGRAMS:

iPADS & WiFi

<p>We have iPads people can use here.</p> 	<p>We have WiFi here at the senior center. DAYS: When open. TIME: When open. COST: Free PLACE: Kupper-Ratsch Senior Center</p>	<p>If you wish to learn how to use iPads, let Pam know and she will get a volunteer lined up to help you learn.</p>
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HEALTH PROGRAMS:


WEIGH-IN

	<p>DAYS: Mondays thru Fridays TIME: 8:30am to 4:30pm <i>(just come in, or call Pam & set up a day & time)</i> COST: Free PLACE: Kupper-Ratsch Senior Center</p>	<p>Often when we try to lose weight, we need someone to be accountable to. Pam is willing to be your person to weigh you weekly at the senior center.</p>
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We will offer this course again when 6 to 12 people sign up for them...Sign up with Pam

STAND UP FOR YOUR HEALTH

Not an exercise program – a lifestyle choice course

 <p style="font-size: 0.8em; margin: 0;">6 to 12 people Sign up with Pam</p>	<p>DATE: 1 Day for 4 weeks + Refresher session 4 weeks later Dates to be set when we have 6-12 people TIME: 1:30 to 3:30pm PLACE: Kupper-Ratsch Senior Center COST: FREE</p>	<p>Classes to assist you in some healthier lifestyle choices/practices. INSTRUCTOR: Pam Buchda 608-374-7476</p>
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DID YOU KNOW? ...

Practicing **mindfulness** for two weeks can rewire the way your brain reacts to stress. Studies have found that after doing mindfulness exercises such as meditation and deep breathing for at least 20 minutes a day people had lower blood pressure while performing a stressful task.



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



READY, SET ... GOALS!

'Every accomplishment starts with a decision to try.' ~ Unknown

02 EDUCATIONAL & HEALTH PROGRAMS, continued

Ten minutes of movement is long enough to improve memory and engage more of your brain. Next time you're stumped on a project or working on a deadline, take a 10-minute walk.

EXERCISE PROGRAMS:

CONDITIONING WITH CHAD



DATE: Thursdays
TIME: 9:00am to 9:45am
COST: Free
PLACE: Kupper-Ratsch Senior Center
VOLUNTEER FACILITATOR: Chad Dobson

We have the weights, balls, stretch bands, & steps to use. Bring your water bottles.

WELLNESS EXERCISE



DATE: Mondays, Wednesdays, & Fridays
TIME: 9:00am to 10:00am
COST: Free
PLACE: Kupper-Ratsch Senior Center
FACILITATOR: People in group &/or Pam

We have weights, balls, stretch bands, & steps to use.


LINE DANCING



DATE: Tuesdays & Thursdays
TIME: 9:00am to 10:00am
COST: Free
PLACE: Kupper-Ratsch Senior Center
VOLUNTEER: Siegrun Horst

BEGINNER LINE DANCE
DATE: Mondays
TIME: 9:00am- 9:45am
COST: Free
PLACE: Senior Center



PHYSICAL ACTIVITY for LIFELONG SUCCESS (PALS)



6 to 12 people for the 10 week Exercise course, and 10 week follow up with 6 coaching sessions & 2 Booster classes

DATES: Course: May – July
 Coaching & Booster: July -Sept.
DAYS & TIMES: As Scheduled
 Monday: 1:45-3:30 (class & exercise)
 Thursday & Friday: 2:30-3:30 (exercise)
COST: This CLASS IS FREE and FUN!
PLACE: Kupper-Ratsch Senior Center
INSTRUCTOR: Pam Buchda, Director

To **Pre-register...**
 See Pam to sign-up for class 608-374-7476 or pbuchda@tomahwi.gov
*-PRE-EVALS: in week before.
 -10 week-POST-EVAL: July
 -20 wk-FOLLOW-UP EVAL: Sept.*

	<p>SENIOR & DISABLED SERVICES DEPARTMENT</p> <p>MONTHLY REPORT</p>	 <p>READY, SET ... GOALS!</p>
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02 EDUCATIONAL & HEALTH PROGRAMS, continued

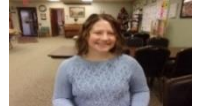

TRAVELING OFFICE HOURS:

Please stop by and say hi when you see us at the senior center during our office hours there.



VISITING WITH OFFICER AUDRA GOMEZ, Community Service Officer

	<p>DATE: 2nd Tuesdays TIME: 12:30 – 1pm</p> <p>COST: Free</p> <p>PLACE: Kupper-Ratsch Senior Center</p>		<p>Tomah Police Dept.</p> <p>'Serving the Community'</p>
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COFFEE TIME WITH ADRC DEMENTIA CARE SPECIALIST-TRAVELING OFFICE HOURS

	<p>DATE: 2nd Wednesday TIME: 9:00am–11:00am</p> <p>COST: FREE PLACE: Kupper-Ratsch Senior Center</p> <p>CONTACT: Emily Reitz 608-387-9250 emily.reitz@co.monroe.wi.us</p>	
<p><i>My role is to provide education and information on what dementia is and what it looks like.</i></p>		



COFFEE TIME WITH MOMENTS HOSPICE CARE

	<p>DATE: 4th Thursday TIME: 12 noon–1:00pm</p> <p>COST: FREE PLACE: Kupper-Ratsch Senior Center</p> <p>CONTACT: Chad Dobson, Volunteer Coordinator</p>	
<p><i>Our role is to provide education and information on what hospice and palliative care is and what it looks like.</i></p>		


COFFEE TIME WITH ST. CROIX HOSPICE Care Transition Coordinator-TRAVELING OFFICE HOURS

	<p>DATE: 3rd Wednesday TIME: 9:00am–11:00am</p> <p>COST: FREE PLACE: Kupper-Ratsch Senior Center</p> <p>CONTACT: 608-461-8093 jpeterson@stcroixhospice.com</p>	<p>Janessa Peterson</p> <p>ST. CROIX[®]</p> <p>HOSPICE</p> <p><i>There when you need us the most.</i></p>
<p><i>My role is to provide education and information on what hospice and palliative care is and what it looks like.</i></p>		

COFFEE TIME WITH ADRC COMMUNITY HEALTH WORKER



	<p>DATE: 4th Wednesday TIME: 9:00am–11:00am</p> <p>COST: FREE PLACE: Kupper-Ratsch Senior Center</p> <p>CONTACT: 608-269-8636 or 608-219-1710</p>	<p>Stephanie.Haas@gwaar.org</p> 
<p><i>My role is to provide education and information on health issues.</i></p>		

COFFEE TIME WITH Tomah Health HOSPICE & PALLIATIVE CARE

<p>Staff rotate here to visit</p>	<p>DATE: 4th Thursday TIME: 11:00am–1:00pm</p> <p>COST: FREE PLACE: Kupper-Ratsch Senior Center</p> <p>CONTACT: 608-374-0250 SWilliams@tomahhealth.org</p>	
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Our role is to provide education and information on what hospice and palliative care is and what it looks like.

BETTER HEARING

	<p>DATE: Third Thursdays TIME: 9-11am or make appointment COST: As you discussed with Better Hearing staff. PLACE: Kupper-Ratsch Senior Center CONTACT: Tom Vierling at 608-781-6881 or 1-800-526-3298</p>	
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	<h3 style="margin: 0;">SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT</h3>	
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03 **DISABLED/SPECIAL NEEDS SERVICES**

GOAL: A. MEDICAL EQUIPMENT NEEDS: To continue the Loan Closet free service.
 B. GENERAL NEEDS: To continue the Giving Closet free service.
 C. SPECIAL NEEDS: To maintain and grow services for special needs population and their caregivers.
 D. DEMENTIA NEEDS: To continue to be involved in Monroe County's Dementia Friendly coalition.


LOAN CLOSET

Keeping it clean and organized, is a major feat in-of-itself.



	<p>The senior center <i>(depending on donations of items)</i> has medical equipment we loan out free. What we have changes pretty much daily with in-going and out-going equipment.</p> <p>Take care of the items while you use them. Clean them and return items when you are done with them so others may use them.</p> <p>We accept donations of medical equipment, so we have them for people to borrow.</p>	
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GIVING CLOSET

Keeping it clean and organized, is a major feat in-of-itself.

	<p>The senior center <i>(depending on donations of items)</i> has items we give away free of charge. Items may include incontinent products, miscellaneous personal care items <i>(diabetes care, guaze, etc.)</i> and some clothing.</p>	<p>We accept donations for the Giving Closet <i>(no needles or prescription items)</i>.</p>
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LIONS CLUB EYEGLASS & HEARING AIDE PROGRAM

	<p>The Lions Club of Tomah has a bucket, <i>by the front door under the newsletter magazine wall rack next to the Vet's photo board</i>, at the senior center for people to donate old eyeglasses and hearing aids.</p>	
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READING MAGNIFIER FOR VISUALLY IMPAIRED


<p>HELP WITH READING</p>	<p>The magnifier machine for reading is set up for use on the reading table</p>	<p>You are invited to come in and use it.</p>
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MILITARY SERVICE PHOTO BOARD

	<p>We have a Military Service Board with pictures of people past and present who have served in the military.</p> <p>You are welcome to bring pictures of people who have served to add to the board.</p>	<p>Some of the pictures have no name on them. If you know who some of them are, please tell staff who they are and the correct spelling of the names, so we can label them.</p>
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	<h3 style="margin: 0;">SENIOR & DISABLED SERVICES</h3> <h3 style="margin: 0;">DEPT. MONTHLY REPORT</h3>	
<p>03 DISABLED/SPECIAL NEEDS SERVICES, continued</p>		


SPECIAL NEEDS ADVISORY GROUP

	<p>Committee formed in last quarter of 2018. <i>They Volunteer their time for us.</i></p> <p>Meets 1st Tues. at 5:30 pm (Open to public) every other month. <i>(January, March, May, July, September, November).</i></p> <p>MISSION STATEMENT: <i>To give the special needs community a fun time together, and their care-givers opportunities for support, education, and networking.</i></p>	
<p>Patty Ambort, Parent/Caregiver Ashley Gerke, Handishop Industries Program Manager, CHAIRPERSON. Francis (Trey) Hewuse, Family Caregiver/AHF Group Home/Former THS Special Education Teacher</p>	<p>Lauri Shumway, Parent/Caregiver, SECRETARY. Stephanie Squires, Handishop Industries Director of Programming. VICE-CHAIRPERSON Renee Stroh, Parent/Retired Educator/All Things Considered</p>	

SUNDAY-FUNDAY

Meets 1x monthly for special needs people & their parents/guardians.

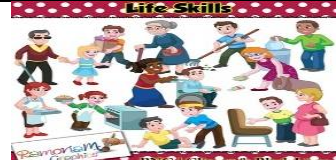
PLEASE RSVP to Pam (so we know how much to plan for) at 608-374-7476 or pbuchda@tomahwi.gov

<p>DATE: Sunday, July 21, 2024</p> <p>COST: FREE</p>	<p>TIME: 1:00 to 3:00pm</p> <p>PLACE: Butts Lake Park</p>	 <p>2024 DATES:</p> <table border="1" style="margin: auto;"> <tr><td>January 21</td><td>July 21</td></tr> <tr><td>February 18</td><td>August 18</td></tr> <tr><td>March 17</td><td>Sept.</td></tr> <tr><td>April 21</td><td>October</td></tr> <tr><td>May 19</td><td>Nov.</td></tr> <tr><td>June 23</td><td>Dec.---</td></tr> </table> <p><i>September thru December dates to be determined after 2023 Packer schedule is out.</i></p>	January 21	July 21	February 18	August 18	March 17	Sept.	April 21	October	May 19	Nov.	June 23	Dec.---
January 21	July 21													
February 18	August 18													
March 17	Sept.													
April 21	October													
May 19	Nov.													
June 23	Dec.---													
<p>PURPOSE: <i>Special needs persons for socialization and fun...</i></p> <p>ACTIVITY: Visiting & snacks & n.a.s.a. boat rides, & games, & bring own fishing gear for fishing.</p> <p style="text-align: center;">and</p> <p>PURPOSE: <i>Parents/Caregivers are invited to join us in visiting, support, networking, education, sharing of ideas, experiences, and resources.</i></p> <p>TOPICS: <i>Enjoying time with others...sharing experiences & resources.</i></p>														
<p><i>NOTE: At Butts Lake Park... June will be 1:00pm to 4:00pm & July & August will be 1:00pm to 3:00 pm.</i></p>														

L.I.F.E. After School & L.I.F.E. In Summer

School: 3:30 on Mondays, Wednesdays. & Thursdays (Sept-May) at the Kupper-Ratsch Senior Center.

Summer: 3:00 on Tuesdays., Wednesdays & Thursdays (June 18 to July 25).

	<p>DATE: See above.</p> <p>TIME: See above</p> <p>PLACE: Kupper-Ratsch Senior Center</p> <p>SPONSOR(S): A partnership with Goodwill. <i>(Started Nov. 29, 2021 at senior center).</i></p>	<p>A program for high school age students with special needs to learn basic living skills such as interacting with others, community involvement, recreation activities, shopping, cooking, cleaning, volunteer, etc.</p>
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ADAPTIVE FITNESS 4 ALL Class

<p>Limit of 12 people taking the class.</p>	<p>DATE: FRIDAYS</p> <p>TIME: 12noon-12:45pm</p> <p>COST: FREE</p>	<p>Special needs exercise class.</p>
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PLACE: Kupper Ratsch Senior Center
FACILITATOR: Volunteers & Parents/Caregivers
SIGN UP FOR EACH CLASS: Contact Pam at pbuchda@tomahwi.gov or 608-374-7475 or stop by the senior center.

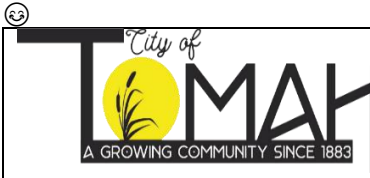


PROM DRESSES FOR SPECIAL NEEDS PROM



The organization and care of dresses is ongoing. (Found a home at the senior center in 2021).

Donations of prom dresses accepted.



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



04 VOLUNTEER PROGRAM
GOAL: To maintain and build the volunteer program according to the needs of the department.

*"One of the things I keep learning is that the secret to being happy is doing things for other people."
 ~Dick Gregory*

We are grateful to all our volunteers. Volunteers are very much needed and appreciated!
 -When volunteering, please sign in/out in the Volunteer Book on table by Vet's Photo Board.
 -Volunteers to assist with daily/monthly activities and at special events and fundraisers.
 -Some volunteer opportunities are listed in the newsletter.
 -Volunteerism at the senior center continues to be an integral part of our life here.

-People who have volunteered since the last newsletter (was put together) to this newsletter are...



VOLUNTEERS since last newsletter:
 June Abbott; Patty Ambort; John & Rose & Libby Berry; Karen Birkeness; Pat Block; Sandi Bloom; Duane & Paulette Bolton; Mary Boettcher; Nancy Close; Chad Dobson; John Dostal; Gary Felber; Becky Fitzpatrick; Renee Fletcher; Richard Gegenfurtner; Ashley Gerke; Deb Gilles; Kitty Gnewikow; Sue Greeno; Monica Haun; Alyson Hefner; Marvin Henricks; Siegrun Horst; Brad Jilek; Doris Kelley; L.I.F.E During Summer Students & Staff; Blaine Meyer; Jill Montgomery; Jenna Moser; Sue O'Neil; Evelyn Noyes; Marvin Parker; Al Pasch; Lisa Peterson; Anna Mae Rudolph; Doug Semrau; Lauri Shumway; Michael Slater; Stephanie Squires; Barb Stoda; Renee Stroh; & Shawn Zabinski.



THANK YOU SO VERY MUCH FOR YOUR DONATIONS OF MONEY, GOODS, &/or SERVICES. YOU MAKE A DIFFERENCE! YOU ARE APPRECIATED!
 NOTE: If I have misspelled anyone's name, or missed someone on the list, I am so sorry. Please let me know.
 ~Pam Buchda, Senior & Disabled Services Director

Volunteerism is one of the most selfless acts that we can become involved in!!!
Service Organizations and Nonprofits in Tomah area (includes the senior center) and around the world need more volunteers to carry out their missions and make the biggest difference possible.



VOLUNTEER OPPORTUNITIES
You are needed



BINGO VOLUNTEERS WANTED in Volunteer Caller Rotation



DATE: Mondays, Thursdays and/or Fridays
TIME: 12:30 set-up / 1:00 Bingo
PLACE: Kupper-Ratsch Senior Center
CONTACT: Pam 608-374-7476 or pbuchda@tomahwi.gov

Bingo Callers will teach you how we do bingo at the senior center.



FOLDING NEWSLETTERS

DATE: Last Wednesday, Thursday &/or Friday of month.
TIME: Open hours – 8:30am to 4:30pm

YOGA, T-CHAI and/or MEDITATION VOLUNTEER(S) INSTRUCTORS WANTED



We are looking for volunteer instructor(s) for **Meditation, T-Chai and/or Yoga.** **CONTACT:** Pam 608-374-7476 or pbuchda@tomahwi.gov

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SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



**READY,
SET ...
GOALS!**



VOLUNTEER OPPORTUNITIES You are needed



“To be of use in this world is the only way to be happy.”

~Hans Christian Anderson, Danish writer/artist

ADAPTIVE FITNESS 4 ALL VOLUNTEERS WANTED

We are looking for volunteers to assist clients with special needs to participate in Fitness 4 All.



DATE: FRIDAYS **TIME:** (11:45) 12noon-12:45 (1pm)
PLACE: Kupper-Ratsch Senior Center
CONTACT: Pam 608-374-7476 or pbuchda@tomahwi.gov



“Good Neighbor” DRIVERS

If you are driving yourself to the senior center for a group & would like to help others... There are some people wanting to come to the same groups as you do here at the senior center, but they need rides. If you are so inclined to be a “good neighbor” volunteer driver, check with Pam and/or Paulette on who might need a ride.

Make PUZZLE FRAMES with GLASS, BACKS & FITTINGS



We are looking for volunteers to make frames and/or complete the framing process for the puzzles – glass, backs, & hanging stuff. **We would pay for the materials.**
CONTACT: Pam 608-374-7476 or pbuchda@tomahwi.gov

FOR: Kupper-Ratsch Senior Center Fundraiser Project

LOOKING AHEAD – SAVE THE DATES TO VOLUNTEER



CRAZY DAZE LUNCH FUNDRAISER

DATE: Saturday, August 03, 2024
TIME: Event: 9:00am to 2:00pm **Volunteers:** 8/8:30am to 3:00pm
PLACE: Kupper Ratsch Senior Center
Other Volunteer needs: Making craft items, baked goods, etc. before event.

Tomah Area Community HALLOWEEN PARTY

DATE: Thursday, October 31, 2024

TIME: Event: 4:30pm to 6:30pm **Volunteers:** 1:00pm to 7:00pm

PLACE: Recreation Building at Recreation Park



ART & CRAFT FAIR FUNDRAISER



DATE: Saturday, November 23, 2024 (Set-up: Friday, Nov. 22)

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

PLACE: Recreation Building at Recreation Park

Set-up: Friday, Nov. 22 --- Volunteers: 12:30pm to 4:30/5pm

Other Volunteer needs: Making craft items, baked goods, etc. before event.



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



READY, SET ... GOALS!

05 COMMUNITY INVOLVEMENT/PUBLIC RELATIONS

GOAL: A. To continue to work on raising community awareness of the city's Senior & Disabled Services Department and the Kupper-Ratsch Senior Center.
B. To continue to build/maintain community partnerships.

PUBLIC RELATIONS

- Ongoing: Give tours, explain programs, hand out newsletters, listen and visit.
- Ongoing: Many requests for assistance with finding/contacting resources for various needs.
- Ongoing: Work on communication tool-monthly Senior & Disabled Services Newsletter
- Ongoing: Work on communication tool-information on Facebook-Tomah Senior Center
- Ongoing: Work on communication tool-information in Dept. section on City website.
- Ongoing: Work on communication with Tomah Chamber of Commerce.

NEWSLETTER



If you have something you would like to put in the next newsletter, please submit, in writing or e-mail, by the 15th of this month.

NEW NEWSLETTERS AVAILABLE



The goal is to have the newsletter ready for pick-up by the last Thursday or Friday of the month for the next month.
NOTE: If you wish to have the newsletter/ calendar emailed to you, please email Pam at pbuchda@tomahwi.gov (Photo pages may be too "large" for emails).

FAMILY PROMISE PARTNERSHIP



DATE: 3rd Sunday to 4th Sunday, if needed.
TIME: Approximately 4:00pm - 7:30am
PLACE: Kupper Ratsch Senior Center
PARTNERS: Family Promise & Volunteers from various churches & organizations

Taking a turn every month providing a week of shelter for homeless families in the Family Promise program.

COMMUNITY INVOLVEMENT

-Ongoing: Maintain existing and building new relationships, contacts, involvements and partnerships with community organizations and businesses.

- Ongoing: Senior Center involvement in community events such as Freeze Fest and Crazy Daze.
- Ongoing: Director is a member of Rotary Club of Tomah (1990).
- Ongoing: Director is serving on Tomah Health Hospice Touch & Palliative Care Advisory Board (2016or17)
- Ongoing: Director is a member of Lioness & then Lions Club of Tomah (2018).
- Ongoing: Director is an individual member of Chamber of Commerce (2020).
- Ongoing: Director is a member of American Association of University Women [AAUW] (2021).
- Ongoing: Director is serving on Neighbor For Neighbor Food Pantry Board (March 2022).
- Ongoing: Director is serving on Noah’s Ark Christian Learning Center Community Leadership Team (Aug. 2022).
- Ongoing: Director is serving on TAMS (Montessori School) Governance Board (May 2023).
- Ongoing: Director is serving on Tomah Concert Association Board (March 2024).
- May 07: Director attended the Tomah Community Conversation with Mayo Health Clinic System.

	<p>SENIOR & DISABLED SERVICES DEPARTMENT</p> <p>MONTHLY REPORT</p>	 <p>READY, SET ... GOALS!</p>
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06 BUILDINGS/MAINTENANCE

- GOALS:**
- A. To maintain the building in good working order and a safe environment, and update, as needed, for safety and for changing/expanding needs.
 - B. To manage the senior center rental buildings/spaces (which help fund the senior center budget).
 - C. To entertain possibilities and work with the Senior Executive Team and City Council toward the future plans of the second floor of the senior center buildings.

HISTORY:

The planning and work for the city department – Senior & Disabled Services (which included the senior center) was the brainchild of Mayor Ed Thompson and was started in 1999. In 1999 the senior center program was started in the basement of city hall.

The buildings for the senior center (*107 Milwaukee Street with 109 Milwaukee St. second floor apartment, 1000/1002/1004 (not second floor) Superior Ave.* were purchased in 2002 (from Mr. Carmichael & Mr. Holmes) after the city received a gift of money for the senior center from the Kupper-Ratsch family.

At 8/23/2022 City Council meeting, the council approved the donation to the city (senior center) of 2nd floor of 1004 Superior Ave. building (the old radio station) by the Dickie family.

Fun facts: When Mr. Holmes had these buildings for Westland Insurance and the bank building kitty-corner across the street ½ block away, the buildings were connected by computer cable under the road. Before the senior center was Westland, it was Neitzel’s Furniture Store and Mortuary.

- Ongoing: Continue to work to make the senior center feel “homey”, with an **inviting, friendly & comfortable atmosphere**, including seasonal decorating & keeping the place clean.
- Ongoing: Maintenance Projects/Repairs. Seems there is always something that needs doing. Thank You Scott Donovan, City Maintenance.

- 107 E. Milwaukee Street - Housing Office:** Rental continues to present.
- 109 E. Milwaukee Street - Apartment** above Housing office: Rental Nov. 4, 2021, to present.
- 1000 Superior Avenue -Jensen Tax & Accounting:** Rental June 15, 2023, to present.
- 1002 Superior Avenue - Senior Center...** Automatic door mechanisms fixed on 03-20- 2024.
Smoke/CO2 Detectors installed on all 3 floors in April 2024.
- Kitchen area – ADRC Meal Site:** Rental continues to present.
- 4 Offices on 2nd floor–VAMC AFGE Local 0007 Union:** Rented Oct.1, 2019 to present.

<p>-Basement - Accessible by stairs.</p> <p>1st Floor: -Senior Center</p> <p>-Main/Dining room (in use most of the time) – Coat hooks added 2019; New chairs with 3-inch padding-2019.</p>	<p>-2nd floor - Accessible by stairs.</p> <p>-Conference room at top of stairs – meetings are held in this room with tables & comfortable chairs. (could see for a future movie/TV room).</p>
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Added 8 bookshelves in 2023. WiFi Booster added 03-27-2024.

- Activity room** (in use most of the time).
- Library/hall/food assembly area.**
- Kitchenette** – renovation in 2020.
- Loan Closet** room- renovation 2019.
- Giving Closet** – started 2019.
- Storage/Laundry** room–Partial renovation 2019 & 2020.
- Workroom/storage/loan closet overflow**
02-2024 new locking screen door.
- 2 **Bathrooms** with toilets replaced in 2023.

OUTSIDE in Back:

- Garbage corral built 2019.
- Shed built 08-2020.
- Picnic Table with Umbrella. 2020.

- “Break-out” room** for smaller groups or games.
- Big Front room**-Line dancing upstairs since 04-2024.
- Storage closet** (for building supplies).
- Storage room** (for our dept.) & access to roof.
- Room for Family Promise** storage.
- 2 rooms for **Special Needs Prom Dresses.**
- Room for Loan Closet** storage.
- Corner Big Front room**
Currently used as loan closet over-flow storage.
(could see as a future game *pool table & dart game*).
- 2 **Bathrooms** with toilets replaced in 2022.

OUTSIDE in Front:

- Added bench donated by Rotary Club of Tomah-2020.
- Added 2 flower planters on either side of front bench.

-1004 Superior Avenue – JNC Latin Grocery Store: Rental September 20, 2023, to present.

	<p>SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT</p>	 <p>READY, SET ... GOALS!</p>
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06 BUILDINGS/MAINTENANCE, continued...

UPSTAIRS MEETING ROOMS & SITTING ROOM at the senior center



Meeting room at top of stairs

Break-out meeting room

Line dance room above the office

We have a meeting room, a ‘break-out meeting room’, and a ‘dance’ room upstairs. However, the upstairs is only accessible by the stairs, so that limits the use of the rooms.

POLICY – RENTAL USE OF 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.

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

PRIVATE APPLICANT	PRIVATE APPLICANT	PUBLIC APPLICANT
Client, resident \$80.	Non-Client, resident \$110.	Public applicant, resident \$0.
Client, non-resident \$96.	Non-Client, non-resident \$126.	Public applicant, Non-resident \$50

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

<p>CLIENT: Regularly comes to the senior center. RESIDENT: Lives in the City of Tomah</p>	<p>NON-CLIENT: Lives in the City of Tomah but does not regularly come to senior center. NON-RESIDENT: Does not live in the City of Tomah</p>
<p>PUBLIC: Refers to clubs/service organizations that deal with service and civic involvement for the community, such as scholarships, good deed projects, etc.</p>	<p>PRIVATE: Refers to farm organizations, industry, private parties or any other gatherings with the objective to make money not used for civic improvement.</p>


	<p>SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT</p>	
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07 INCOME/BUDGET/DONATIONS
GOAL: To operate within budget, and procure funds, as needed and available, for maintaining and/or expanding services.

“An Act of kindness may take only a moment of our time, but when captured in the heart the memory lives forever.”
 ~Molly Friedenfeld

Throughout the year, we receive sponsorships and donations from individuals, organizations, and businesses. We are very Grateful!!! It all makes a difference. Thank You!!!
 -Ongoing: Worked on monthly bills/invoices & keeping track of income/expenses & the budgets.
 -Ongoing: Planning of possible future capital budget projects.
 -Ongoing: Donation of Bingo Bash Items for senior center and organization of them.

“For it is in giving that we receive.” ~ St. Frances of Assisi

	<p>SENIOR CENTER FUNDRAISING</p>
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-Ongoing: **In-House Fundraiser Projects:**
 Greeting cards, framed puzzles, showcase items & other items as they are available.



SHOWCASE ITEMS
 FUNDRAISER AT SENIOR CENTER

We have items for purchase in the large showcase by the piano in our main room. IE: craft items, jewelry, etc.

Shop for yourself or for a gift.

This is also a small year-round fundraiser for the Senior Center.

We also accept donations of items for showcase.

Volunteer needs: Donating/Making craft items, jewelry. Etc. for showcase sales.



GREETING CARDS
 FUNDRAISER AT SENIOR CENTER

In our activity room, we have a have a greeting card tree rack with different kinds of greeting cards for sale for 25 cents each.

NOTE: We accept donations of greeting cards to supply this fundraiser.



LED LIGHTBULBS
 FUNDRAISER AT SENIOR CENTER
 60W LED light bulbs
 4 bulb packs for \$3 (that's only 75 cents a bulb)



PUZZLES
 FUNDRAISER AT SENIOR CENTER
 We have framed puzzles at the Senior Center. They may be purchased for the amount on each puzzle. It is a year-round fundraiser. They make pretty nice gifts and/or decorations for your home or business.
 NOTE: **We accept donations of puzzles** for people to put together here or at home.

	<p>SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT</p>	
<p>07. INCOME/BUDGET/DONATIONS, continued</p>	<p>SENIOR CENTER FUNDRAISING</p>	

-Ongoing: **Fundraising for Specific Programs/Projects:** Work goes on throughout the year (I.E: Music Sponsorships, Halloween Party, etc.). *The Music Program and the Community Halloween Party are both solely funded by Sponsorships, Donations and, if fortunate, Grants.*

LIVE MUSIC IS SCHEDULED WEEKLY AT THE SENIOR CENTER

<p>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.</p> <p style="text-align: center;"></p> <p>According to researchers singing uses both sides of the brain and takes people's minds off their worries, so it is a stress reducer. Singing also boosts oxygen and blood flow to the brain and body. <i>~Creative Forecasting, March 2021</i></p>	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> </div> <div style="text-align: center;"> <p>MUSIC SPONSORSHIPS NEEDED</p> </div> </div> <p>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.</p> <p><i>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.</i></p> <p style="text-align: center;">WE NEED SPONSORS! Please be a sponsor of music!</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">DATE: Fridays</td> <td style="padding: 2px;">TIME: 10:15am-11:15am</td> </tr> <tr> <td colspan="2" style="padding: 2px;">COST: FREE Admission</td> </tr> <tr> <td colspan="2" style="padding: 2px;">PLACE: Kupper Ratsch Senior Center</td> </tr> <tr> <td colspan="2" style="padding: 2px;">SPONSORS: Could this be you?!!!</td> </tr> </table> <div style="text-align: right; margin-top: 10px;"> </div> <p>The weekly music costs for the senior center are anywhere between volunteering-for-free to \$150 an hour for a music performance.</p> <p style="text-align: center;">Donations of any size are appreciated! </p> <p><i>Please make check to:</i> City of Tomah's Senior & Disabled Services Dept. – Music Program.</p>	DATE: Fridays	TIME: 10:15am-11:15am	COST: FREE Admission		PLACE: Kupper Ratsch Senior Center		SPONSORS: Could this be you?!!!	
DATE: Fridays	TIME: 10:15am-11:15am								
COST: FREE Admission									
PLACE: Kupper Ratsch Senior Center									
SPONSORS: Could this be you?!!!									

2024 MUSIC SPONSORSHIPS			
\$500 & up -Frank G. Andres Charitable Trust	\$250-\$499 -	\$100-\$249 -Pam Buchda	Up to \$99 -

MUSICIANS THAT SPONSOR THEMSELVES BY VOLUNTEERING are Gary Felber; Blaine Hackett; Shannon Hogie; Blaine Meyer; & Michale Slater.

2024 HALLOWEEN Fundraiser for Community Party-October 31			
SUPERHERO: \$500 & up -City of Tomah (Rec. Park & staff hours)	GENIE: \$250-\$499 -	MAGICIAN: \$100-\$249 -Pam Buchda	GREAT PUMPKIN: Up to \$99 -

TOMAH'S ANNUAL FREE COMMUNITY HALLOWEEN PARTY

October 31st.

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

Cutest-Most Original-Scariest
(Ages categories: 0-3, 4-5, 6-9, 10-13, 14-17 & 18-100+)

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 on our Facebook (Tomah Senior Center), and in the newspaper wrap-up article(s), and in the Senior Center monthly newsletter.

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

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Please be a SPONSOR* of this event.

- Super Hero \$500 & Up
 - Genie \$250 - \$499
 - Magician \$100-\$249
 - Great Pumpkin Up to \$99
- Donations of any size are appreciated!



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SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



READY, SET ... GOALS!

07. INCOME/BUDGET/DONATIONS, continued SENIOR CENTER FUNDRAISING

-Ongoing: Looking for and applying for available and appropriate Grants.

2024 GRANTS

-Frank G. Andres Charitable Trust - \$1000 Raised Gardens	-
-Frank G. Andres Charitable Trust - \$1000 Music Program	-

-Ongoing: **Fundraising Events:** Planning and coordinating that go on throughout the year (I.E: Crazy Daze Lunch Fundraiser, Art & Craft Fair, etc.).

2024 ART & CRAFT FAIR Fundraiser for Senior Center-Nov.

-Sandi Bloom	-Nancy Close	- Pete & Trudi Peterson	-
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2024 CRAZY DAZE LUNCH Fundraiser for Senior Center-Aug.

-	-	-	-Senior & Disabled Services Board & Staff
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-Ongoing: **In Memory Donations**, and other Donators/Sponsors are listed in newsletter.

2024 MEMORIALS

-IN MEMORY of Rachel Muehlenkamp by Pam Buchda	-IN MEMORY of Jim Wallus by Anne Wallus
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“An Act of kindness may take only a moment of our time, but when captured in the heart the memory lives forever.” Molly Friedenfeld

2024 MONETARY GIFTS

\$500 & up -Dr. Richard Ahn	\$250-\$499 -John & Rose Berry	\$100-\$249 -Bible Study Fellowship (BSF) -Wayne & Linda Pasch	\$50 to \$99 -Sandi Bloom -Pat Koca -Gerald & Patricia Nadreau	\$Up to \$50 -Shirley Anderson -Terry Jefferson -Ed Olson -Eileen Richmond
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DONATIONS since last newsletter:



Patty Ambort; *Anonymous*; Rosalynda Ballwahn; Loretta Bass; Loretta Baumbach via Cindy Eppers; Diane Behrens; Sandi Bloom; Mary Boettcher; Duane & Paulette Bolton; Pam Buchda; Pauline & Leon Clark; Carol Drysch; Geri Gerke; Amy Gernetzke; Donna Greeno; Gale Haldeman; Courtney Henshaw; Seigrun Horst; Terry Juracich; Chris King; Ruth Klug; Karen Kopenhafer; Moments Hospice via Chad Dobson; Richard McNeal; Scott Mihalovic; Moments Hospice via Chad Dobson; Jill Montgomery; Neighbor For Neighbor Food Pantry; Sharon Organ; Bonnie Owen; Judy Potter; June Potter; Jan Prell; Marilyn Ratliff; Kim Rohe; Dr. Michael Saunders; Cathy Scherreicks; Donna Simonson; Joyce Skogan via Tammy Hewuse; Tom Skoug; Mary Sullivan; Tomah Health & Hospice; Ron Tralmer Family via Sue Murphy; Anne Wallus.

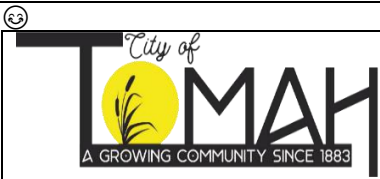


THANK YOU SO VERY MUCH FOR YOUR DONATIONS OF MONEY, GOODS, &/or SERVICES. YOU MAKE A DIFFERENCE! YOU ARE APPRECIATED!

~Pam Buchda, Senior & Disabled Services Director

“Kindness is the chain by which society is bound together.”

~ Johann Wolfgang Von Goethe, German author/scientist/philosopher



SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT



READY, SET ... GOALS!

2024: BUSINESSES, ORGANIZATIONS & PEOPLE WHO DONATED – THANK YOU!!!

<p>AAUW June Abbott Sherri Achterkirch Dr. Richard Ahn Connie Albert Gale Alderman Bill Allen Leann Allen American Assoc. of University Women Patty Ambort Terry Amundson Kim Anderson Sharon Anderson <i>Anonymous</i> George Arimond Bob & Vickie Baker Bonnie Baldwin Rosalynda Ballwahn Fran Baldwin Mike Barta Laura Bass Bert & Cheryl Baumgarten Loretta Baumbach via Cindy Eppers Diane Behrens Dr John& Rose Berry Bible Study Fellowship Pat Block Sandi Bloom Mary Boettcher Duane & Paulette Bolton</p>	<p>Dan Burton Bill Cain Faith Callahan Cares Just 4 You Teresa Carnes Barb Chandler City of Tomah-Parks & Recreation Dept. Leon & Pauline Clark Cindy Clay Janice Cook Virginia Creed Dan Darlington Dollar Store John Dostal Carol Drysch Elvira Eckelberg Carol Ellis Rita Epps Tom Feldkamp Becky Fitzpatrick Shelby Frei Jack Garber Richard Gegenfurtner Geri Gerke Patty Gerke Amy Gernetzke Ann Gerzel Tracy Gilson Sue Gottbeheat Great Rivers 211 Diane Greeno Donna Greeno Susan Greeno</p>	<p>Hollis Herbison Tammy Hewuse Siegrun Horst Sharon Jensen Diane Johns Pat Johnson Terry Juracich Eugene Kast Ann Kerr Chris King Bette Knutson Ruth Klug Pat Koca Karen & Terry Kopenhafer Renee&Jenny Kreizer Carla Kron Madonna Kuderer Darold & Monica Kukowski Tammy Leach Patty Liddane L.I.FE. After School Dawn Linder Dr. Lottmann Lorraine Lowry Jillene Luedtke Richard McNeal Kim Mello Scott Mihalovic Gary Moe Moments Hospice via Chad Dobson Jill Montgomery</p>	<p>Sandy Nemitz Lavae Nietzel Cathy Neumann Vincent O'Loughlin Sue Olsen Ed Olson Priscillamae Olson Sue O'Neil Sharon Organ Karen Otto Bonnie Owen Marvin Parker Darlene Parkinson Al Pasch Marilyn Peak Pete & Trudi Peterson Judy Potter June Potter Jan Prell Steve Quast Karen Rapp Marilyn Ratliff Deb Reid Robin Rhoades Paul & Terri Rice Eileen Richmond Rikki Rodiguez Lora Roering Kim Rohe St. Claire Clinic via Dr. Michael Saunders Dr. Michael & Tess Saunders Jeff & Roxanne</p>	<p>Florence Shelter Donna Shuck Lauri Shumway Donna Simonson Joyce & Roy Skogan Tom & Sue Skoug Lavonne Smith Karen Snowberry Sports Booster Club Gloria Spyrison Dawn Steitz Mary Sullivan Peggy Taylor Jennifer Teasdale Tomah Health Beverly Thorp Tomah Hospice via Sandi Bloom Tomah Museum & Historical Society AnnaMae Tralmer Ron Tralmer Family via Sue Murphy VA Hospital via Becky Fitzpatrick Macy VanKirk Anne Wallus Mary Wallus Jean Ward Cheryl Weber Jordan Westphal Sue Wiegde Victoria Wilcox Family of Vicki</p>
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Imogene Brassic Peggy Brenneke Jeri Brewer Melissa Brey Peggy Bronowski Liz Brown Pam Buchda	Gale Halderman Robert Harrison Teri Hayward Alyson Hefner Grace Heim Marvin Henricks Courtney Henshaw	Sara Moseley & Friends- Operation May Day via Jane Tessman Carol Myer Vern Nauman Neighbor For Neighbor Food Pantry	Schwanz Savvy Sisters via Cindy Best Larry & Ann Scheckel Cathy Scherreicks Mike Schoeny Doug Semrau	Williams Bill Wilson Family of Al Woodworth Richard Yarrington Doris & Glenn Yates Shawn Zabinski
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	<p>THANK YOU SO VERY MUCH FOR YOUR DONATIONS OF MONEY, GOODS, &/or SERVICES. YOU MAKE A DIFFERNCE! YOU ARE APPRECIATED!</p> <p>~Pam Buchda, Senior & Disabled Services</p>
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	<p><u>SENIOR & DISABLED SERVICES DEPARTMENT</u></p> <p><u>MONTHLY REPORT</u></p>	 <p>READY, SET ... GOALS!</p>
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08	<p><u>MEAL SITE</u></p> <p>GOAL: A. To continue to provide a meal program at the senior center. B. To continue to partner with Monroe County ADRC to provide meals at the senior center.</p>
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-Ongoing: Worked together in day-to-day operations/collaborations with Tomah’s Meal Site Manager and other meal site employees.

TOMAH MEAL SITE

The City of Tomah (Senior & Disabled Services Department) has a contract with the Aging & Disability Resource Center (ADRC) of Monroe County for the Tomah meal site to be at the Kupper-Ratsch Senior Center.

 <p>SENIORS GET-TOGETHER</p>	<p>DATE: Monday thru Fridays, except holidays TIME: Arrive 11:15 or earlier for Lunch at 11:30am COST: Meal donation to ADRC is \$4-\$7 for 60 & older, younger is \$14.07 PLACE: Kupper Ratsch Senior Center SIGN-UP: Per ADRC sign up by NOON two day before to reserve meal CONTACT: ADRC Tomah Meal Site Manager, Cathy Neumann at 608-372-7291 or come to Senior Center to see her. Or the ADRC of Monroe County Office at 608-269-8690. Join us at the Kupper Ratsch Senior Center. Good People-Good Place!</p>
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NOTE: Besides in-house meals, the Tomah meal site has some pick-up meals, and 3 meal delivery routes for home-bound people. For food safety, each route can serve about 20 places. There is usually a waiting list to get home delivery.

09	<p><u>SENIOR & DISABLED SERVICES DEPARTMENT STAFF</u></p> <p>GOAL: A. To maintain an effective, positive employee team for the city’s Senior & Disabled Services Department.</p>
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Besides the Activities/Events, Programs, and regular everyday things at the Senior Center and what has been reported in the other sections of this report...

MEETINGS:

- Ongoing: Special Needs 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: Staff Meetings for City Department Heads:
2nd & 4th Tuesdays at 8:30am &/or as scheduled, usually at city hall.
- Ongoing: Committee of the Whole Meeting, depending on what is on the agenda.
Monday before 3rd Tuesday at 6:30pm at city hall.
- Ongoing: City Council Meeting to give Monthly Department Report:
3rd Tuesdays at 6:30pm at city hall. (Written report due in Municode agenda on 2nd Tuesday).
- As Needed: Long-Range Planning Meeting, depending on if a senior center project is on the agenda. 3rd Wednesday at 5:00pm at city hall.

PROFESSIONAL ORGANIZATION INVOLVEMENT

- Wisconsin Association of Senior Centers (WASC) member since January 2019, meetings/education as scheduled.
- Wisconsin State Aging Advisory Council (SAAC) serving 3-year term since Sept. 2022, meetings 2nd Thurs.10am-12.
- National Council on Aging (NCOA) virtual meetings/education as scheduled.
- National Institute of Senior Centers (NISC) virtual meetings/education as scheduled.
- Monroe County Dementia & Brain Health Coalition meetings on 1st Thursday 3:00pm.
- Wisconsin Coalition for Social Isolation Stay Connected meeting 3rd Tuesday(Feb, Apr, June, Aug, Oct, Dec) 2pm

	<p>SENIOR & DISABLED SERVICES DEPARTMENT MONTHLY REPORT</p>	 <p>READY, SET ... GOALS!</p>
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09 SENIOR & DISABLED SERVICES DEPARTMENT STAFF, continued...

EDUCATIONAL OPPORTUNITIES:

- As they present themselves, are appropriate, & are within budget.
- May 02: **7th Annual Older Adult Mental Health Awareness Day (OAMHAD) Symposium**
National Council On Aging (NCOA). *Keynote Speakers: Jenifer Lewis – personal story; Older Adults Mental Health and Climate Connections by panel of speakers. Breakout Sessions: Supporting Grandfamilies to Build Resilience by panel; Suicide Prevention: What the Field Needs to Know About What Works by panel; Understanding Hoarding Related to Mental Health in Older Adults by panel.*
 - May 10: **2024 Caregiver Conference** by Kares-Just For You, Inc. *Speakers: Niki Bergler, Life Coach; Moments Hospice; Monroe Mental Health Coalition; Tomah Area Ambulance, Jennifer Dorn, RDH. Breakout Sessions: Caregiving with compassion; Balancing home and work life; The end of life and grieving; Senior Depression; Understanding medical emergencies; Geriatric oral health.*
 - May 17: **Healthy Aging Conference 2024 “Aging Strong”** by Gundersen Health System.
Keynote Speakers: Len Elmore, Sportscaster, and former NBA player. Breakout Sessions: Importance of Exercise as We Age by Dr. Christine Jacobsen, Family Medicine, Gundersen Health system; Finding joy in our ordinary/mundane/hectic lives without losing ourselves in guilt by Heather Quackenboss, Human Development & Relationship Educator, Extension La Crosse County;
 - May 21: **Teepa Snow: How Does Our GEMS State Affect Those We Serve?**
Online training sponsored by Senior Helpers.

City of Tomah’s SENIOR & DISABLED SERVICES BOARD


MISSION STATEMENT:

The City of Tomah’s Senior & Disabled Services Department’s mission is to offer ongoing programs and services (in the areas of recreation & leisure activities, and in educational & health programs) and senior meals on a regular basis in a safe place for Tomah’s citizens (especially our senior and disabled people).



The committee was formed in July 2000. Shall consist of Mayor, 2 Alderpersons, & 5 citizens. Term shall be 2 years & aldermanic members shall be coextensive with their term of office. They **Volunteer** their time for us.

Meets 1st Tuesday every other month (Jan.-Mar.-May-July-Sept.-Nov.) at 6:30pm at the Kupper-Ratsch Senior Center.			
2023-2025 TERM		2024-2026 TERM	
Sandi Bloom, Citizen	Jenna Moser, Citizen	Paul Dwyer, Mayor	
Susan Greeno, Citizen, SECRETARY	Lauri Shumway, Citizen,	Nicole Hart, Alderperson	
Evelyn Noyes, Citizen	VICE-CHAIRPERSON	Shawn Zabinski, Alderperson, 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
STAFF HISTORY:			
Senior & Disabled Services Directors: Maretta Budde 1999-2000. Delia Duncan 5/01/2000 to 05/31/2018.			
Senior & Disabled Services Aides: Junior Noyes 02/10/2009 to 05/31/2018. Diane Behrens 10/02/2018 to 03/05/2021.			
If you have any questions, please feel free to contact me. Sincerely, <i>Pam Buchda</i> , Tomah's Senior & Disabled Services Director			

	<h2><u>FACILITATE A NEW GROUP OF INTEREST</u></h2> <p>WHAT INTEREST: ??? DATE: ??? TIME: ??? COST: ??? PLACE: Kupper Ratsch Senior Center</p>	<p>CONTACT: Pam at senior center or 608-374-7476 or pjbuchda@tomahonwi.gov</p>
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SENIOR & DISABLED SERVICES DEPT. INFORMATION

	<h3><u>SENIOR & DISABLED SERVICES DEPARTMENT</u></h3>	
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PARKING AREAS

<p>You may park your cars in the parking lots behind the senior center building or in street parking stalls. The area outside the back door(s) of 1002 Superior Ave. (<i>senior center</i>) & 1004 Superior Ave. (<i>JNC Latin Grocery Store</i>) is for deliveries of food, people drop-off & pick-up, & for our 'courtyard' area – it is NOT FOR PARKING.</p>	<p>The first two parking lanes behind us (<i>senior center</i>) off Milwaukee Street belong to the Western Technical College (WTC). We are fortunate and thankful they allow us at the senior center to park in their parking lot. The rest of the parking lanes further over behind us is a city parking lot for us to use.</p>
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Senior & Disabled Services Dept. CODE OF CONDUCT

The purpose of this code of conduct is to establish a standard of behavior, which will ensure the safety and wellbeing of all involved at the senior center and its events.

Participation at the senior center is a privilege, not a right. All are expected to abide by this code of conduct. All are expected to behave in a manner consistent with core social values of mutual respect, courteous/positive attitude towards others, friendly, trustworthy, responsible, accountable, engaged here in teamwork, and protective of other's property.

The Senior & Disabled Services Department staff has the authority to make immediate decisions regarding inappropriate behavior and consequences. Not all situations or circumstances are addressed in these guidelines. Staff will address each situation on a case-by-case basis. Offenses may result in immediate removal from the senior center and/or its events. Some offenses may result in involving our police department.

BEHAVIORS that are EXPECTED while participating at the senior center and its events:

- I will act in ways that bring respect to me and to others.
- I will help make the senior center an inviting, friendly and safe place to be by welcoming and respecting others, and ensuring an environment free of discrimination and harassment.
- I will exhibit a positive attitude toward others, contribute to a harmonious environment, and not use bad

- language, swear at, insult and/or fight with others.
- I will learn and follow the senior center guidelines and rules of the activities I participate in.
- I will be part of the team by pitching in and helping (to the best of my abilities) to set up before, assist during, and clean up after activities I participate in.
- I will ask questions of staff and/or appropriate leader volunteers when I do not understand.
- I will exhibit good sportsmanship in the activities I participate in.
- I will respect others and not make inappropriate or unwanted verbal, visual, physical and/or sexual advances/behaviors toward others.
- I will be accountable and not take things that are not mine unless offered to me by staff or staff designee.
- I will help make the senior center a safe place to be and follow safety guidelines and rules.
- I will uphold the mission, philosophy, principles, and policies of the City of Tomah and its Senior & Disabled Services Department.

BEHAVIORS that are UNACCEPTABLE while participating at the senior center and its events:

- Taking things that do not belong to you and have not been offered to you by staff or staff designee.
- Exhibition of poor sportsmanship.
- Conduct which disrupts or impedes the participation of others.
- Conduct that is unfriendly, discriminating, offensive, intimidating, hostile and/or alienating in visual, verbal and/or behavioral ways.
- Any unwelcome verbal and/or visual conduct, such as profanity, abusive language and/or gestures, intimidation, threat of violence, and/or unwelcome sexual overtures.
- Any unwelcome physical contact, including physical sexual overtures, violent or disruptive behavior and/or physical abuse.
- Illegal and/or socially unacceptable behavior.
- Use of alcohol, illegal drugs and/or possession of harmful weapons at the senior center and its events.

☺ **SENIOR & DISABLED SERVICES DEPT. INFORMATION**

MISSION STATEMENT

The City of Tomah's Senior & Disabled Services Department's mission is to offer ongoing programs and services
(in the areas of recreation & leisure activities, and in educational & health programs)
and senior meals on a regular basis in a safe place for Tomah's citizens
(especially our senior and disabled people).

Tomah Timberwolves  Credo

by Del Goetz
 Respect the elders. Teach the young.
 Cooperate with the pack.
 Play when you can. Hunt when you must.
 Rest in between.
 Share your affections. Voice your feelings.
 Leave your mark.

KUPPER-RATSCH SENIOR CENTER INFORMATION

HOURS of Kupper-Ratsch SENIOR CENTER



The Kupper Ratsch Senior Center is open Monday through Friday from 8:30am to 4:30pm, except on holidays (& occasional set-up times for special events- check monthly calendar).

We may be able to book groups some evenings and/or some weekends. Must discuss with Senior & Disabled Services Director to see what is possible.

DONATION OF ITEMS ONLY DURING OPEN HOURS

DONATIONS ACCEPTED DURING OPEN HOURS ONLY

Donations are welcome and should be brought to us during open hours – Monday through Friday 8:30am to 4:30pm, except holiday times. Names of donators and items donated should be reported to staff.

Please **DO NOT DROP OFF DONATIONS OUTSIDE THE DOOR(S)** of the senior center.

POLICY – NO AGE REQUIREMENT



Since 1-28-2019 Board Meeting

People of any age may participate in our senior center activities and events. That being said... the Senior Center encourages senior, disabled, and people with special needs of all ages to participate in our programs/events.

NOTE: There are age and/or residency requirements for Aging & Disability Resource Center (ADRC) of Monroe County services including senior dining & meal delivery, and for some WIHA courses such as PALS and Stand-Up 4 Your Health.

POLICY – NO MEMBERSHIP FEES

NO MEMBERSHIP FEES




Since 1-28-2019 Board Meeting

There are NO membership fees, age, or residency requirements to participate in most programs and services* offered at the City of Tomah’s Kupper-Ratsch Senior Center.

Note:* There are age and/or residency requirements for Aging & Disability Resource Center (ADRC) of Monroe County services including senior dining & meal delivery.

POLICY - CODE OF CONDUCT



The Code of Conduct is posted in the senior center, and/or a copy may be obtained from the Director.

The purpose of the code of conduct is to establish a standard of behavior, which will ensure the safety and wellbeing of all involved at the senior center and its events.

Participation at the senior center is a privilege, not a right. All are expected to abide by the code of conduct.

PUBLICITY POLICY - PHOTOS/VIDEOS/ETC.

PUBLICITY



The City of Tomah’s Senior & Disabled Services Department (including the Kupper Ratsch Senior Center) **reserves the right to utilize photos/videos/etc. of participants for publicity purposes.**

Participants not wanting their photo/video/etc. used must notify the Senior & Disabled Services Director in writing.



Permit Report

06/01/2024 - 06/30/2024

Permit #	Permit Date	Permit Type	Project Description	Parcel Address	Total Fees	Construction Value
6872	6/27/2024	Alter/Addition One or Two Family	Installation of interior drain tile and sump.	501 MADISON AVENUE		13,000.00
6871	6/25/2024	Alter/Addition One or Two Family	11'x13' sunroom addition+steps	315 DAWNEE STREET		50,303.00
6870	6/25/2024	Accessory building >150 sq. ft.	Placing a prebuilt shed on property	507 N GLENDALE AVENUE	\$15.00	4,500.00
6869	6/24/2024	Alter/Addition One or Two Family	Deck	225 N LAWRENCE AVENUE		7,500.00
6868	6/24/2024	Electrical	Remodel	519 GLENDALE AVENUE	\$60.00	5,000.00
6867	6/24/2024	Demolition	Demo building at 1102 Superior Ave	1102 SUPERIOR AVENUE	\$0.00	41,000.00
6866	6/23/2024	Accessory building >150 sq. ft.	Storage Garage	1730 LAKEVIEW DRIVE		132,000.00
6865	6/21/2024	Fence	6' wood privacy fence in back yard with 4' gate	429 W JUNEAU STREET	\$20.00	
6863	6/21/2024	Shed Permit<150 square feet	10x12 ft shed	605 KILBOURN AVENUE	\$15.00	0.00
6862	6/21/2024	Pool	12x24ft pool	1711 MC LEAN AVENUE	\$30.00	0.00
6861	6/21/2024	Fence	6ft wood fence / 2 ft off property line	1711 MC LEAN AVENUE		0.00
6860	6/21/2024	Fence	4 ft wood and wire fence. 2 ft off property line	305 NICHOLAS STREET	\$20.00	0.00
6859	6/20/2024	Alter/Addition One or Two Family	Replacing plaster walls with drywall, updating electrical and plumbing, making closets larger in the 3 bedrooms and putting in new flooring, windows and doors.	519 GLENDALE AVENUE		25,000.00
6858	6/20/2024	Alt/Addition Commercial Building	Wheel chair Ramp	1509 SUPERIOR AVENUE		11,000.00
6857	6/19/2024	Alter/Addition One or Two Family	Waterproofing	309 ALYSSA STREET		8,050.00
6856	6/18/2024	Plumbing	new 3 bath home	615 MUBARAK ST	\$90.00	15,000.00

6855	6/18/2024	Alter/Addition One or Two Family	4 season porch addition	1201 N SUPERIOR AVENUE		35,000.00
6854	6/18/2024	Mechanical	A/C Replacement	201 SUPERIOR AVENUE	\$60.00	6,000.00
6853	6/17/2024	Fence	Fence along left side of property and back to house	317 SUMNER STREET	\$20.00	0.00
6852	6/17/2024	Fence	6ft vinyl fence on property line	525 Alyssa St.	\$20.00	0.00
6851	6/14/2024	Plumbing	new apartment	425 W Veterans St.	\$186.00	39,000.00
6850	6/14/2024	Sign Permit	Replace EMC w/ panel sign. Same size	1017 E MC COY BOULEVARD	\$40.00	
6849	6/13/2024	Alter/Addition One or Two Family	Installing 9x5 deck with a 4ft wide ramp.	510 N KILBOURN AVENUE		31,000.00
6848	6/13/2024	Electrical	Install new meter/panel	316 VIEW STREET	\$150.00	2,000.00
6847	6/13/2024	Electrical	Install new meter/panel	307 N SUPERIOR AVENUE	\$50.00	2,000.00
6846	6/12/2024	Alt/Addition Commercial Building	interior remodel, Some demo, install doors, frames. drywall, painting, relocate sink, clean HVAC unit, Electrical work, concrete cutting and pour back for plumbing.	1216 MARK AVENUE	\$920.00	87,608.35
6845	6/12/2024	Electrical	Installation of GFCI disconnect for hot tub	1212 LAKEVIEW DRIVE	\$35.00	1,000.00
6844	6/12/2024	Alter/Addition One or Two Family	replacing windows excavating wall	1723 STOUGHTON AVENUE		2,900.00
6841	6/11/2024	Township LaGrange(addition/alteration)	640 sq ft addition (4 season room)	25700 St Hwy 21	\$192.00	0.00
6840	6/11/2024	Alt/Addition Commercial Building	Adding a partition wall (non load bearing) and plumbing / electrical work	1115 N SUPERIOR AVENUE		0.00
6839	6/11/2024	Sign Permit	We are having our sign moved over from the suite next door to our current location. Sign is 4 ft x 10 ft and lineal ft is 20 ft 7 inches	1110 N SUPERIOR AVENUE	\$40.00	0.00
6838	6/10/2024	Driveway permit	16ft x 85 ft driveway	429 Alyssa St.		0.00
6837	6/7/2024	Mechanical	HVAC for new single family home	428 W JUNEAU STREET	\$106.00	19,100.00
6836	6/7/2024	Mechanical	AC Replacement	910 KING AVENUE	\$65.00	6,600.00
6835	6/6/2024	Mechanical	AC Replacement	510 N GLENDALE AVENUE	\$60.00	5,000.00

6834	6/4/2024	Alt/Addition Commercial Building	EXISTING AT&T EQUIP UPGRADES, NO EXTENSION, NO EXPANSION	301 N Woodard Ave.	\$200.00	20,000.00
6833	6/3/2024	Fence	6ft vinyl fence around concrete patio. Well off of property line	400 N Glendale Ave.	\$0.00	0.00
					\$2,394.00	569,561.35

Total Records: 37

7/9/2024

MINUTES FOR COMMON COUNCIL MEETING 5/28/2024 (RESCHEDULED FROM 5/21/2024)

Call to Order, Pledge of Allegiance, Roll Call

Mayor Paul Dwyer called the Common Council meeting to order **Tuesday, May 28, 2024 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. After the Pledge of Allegiance, Clerk Weyer took roll call. Present: Paul Dwyer, Travis Scholze, Richard Yarrington, John Glynn, Patrick Devine, Nicole Hart, Nellie Pater, and Dean Peterson. Absent: Shawn Zabinski. Also present: Kirk Arity, Becki Weyer, Molly Powell, Shane Rolff (remote), Tim Adler, and Irma Keller. The meeting was available via Zoom and was recorded by Hagen Sports Network. All motions are unanimously approved unless otherwise notated.

Request to appear COL Stephen Messenger

Colonel Stephen Messenger appeared before the Council with an update on current events at Ft. McCoy and to thank them for their support to Ft. McCoy, its soldiers, and their families. On July 19th at 9:00 a.m. there will be ceremony at Ft. McCoy to welcome the new garrison commander, Colonel Sheila Baez, who will become the first female garrison commander in Ft. McCoy history.

Presentation by Dr. Mike Hanson Tomah Area School District

Dr. Hanson from the Tomah Area School District appeared to give the Council an update on the school district's strategic priorities for the future. This included creating a professional learning community with strong academics, social emotional learning, and future facility planning.

Mayor

The Mayor did not give a report.

Monthly SET Report

The Senior Executive Team provided a monthly written report. Kirk Arity gave a summary to the Council and was available for questions from the Council.

Public Safety April Monthly Report

Tim Adler provided a written report and gave a summary for the Council.

Fire: Adler reiterated the close relationship between the City of Tomah and Ft. McCoy and how both parties mutually benefit from the partnership. The investigation on the most recent fire downtown has been paused, but the city will continue to push to get finalized results.

EMS: They are fully staffed and have been very busy - about 250 calls over average for this time of year. They hope to have one ambulance remounted over the next couple of months. The billing software used at the Tomah Area Ambulance was shut down due to cyber-attacks. They switched to a new vendor and are back on pace. Adler thanked Candace Maas and Christi Anderson for their help with the implementation.

Library

There were 2,014 eBook and 4,820 physical checkouts at the library in the month of April. Dir. Keller covered the upcoming events and the newest book arrivals at the library. She encouraged the Council and public to visit the Tomah Public Library website to see the full collection of available books and activities.

Senior & Disabled Services Monthly Report

Dir. Buchda provided a monthly written report.

April Building & Code Enforcement Reports

Shane Rolff provided written building and code enforcement monthly reports to the Council and was available via Zoom to answer any questions from the Council. Rolff encouraged the Council to connect with Casey Kinnear, the Code Enforcement Officer, to understand the code enforcement process.

CONSENT AGENDA

Motion by Peterson, second by Pater, to approve the following consent agenda:

- A. Special Beer and Wine License Application by the Tomah Lions Club for n.a.s.a. Squirrel Fest on July 6, 2024.
- B. Special Event Outdoor Cabaret Licenses for American Music Programs for Gillett Park located on Superior Avenue in downtown Tomah, WI for six concert events in June, July, and August of 2024.
- C. Annual renewal of "Class A" Liquor, Class "A" Fermented Malt, "Class B" Liquor, Class "B" Fermented Malt, and Class "C" Wine licenses for the period July 1, 2024 to June 30, 2025
- D. Approval of Minutes From April 16, 2024

Carried.

Resolution Providing for the Sale of Approximately \$2,640,000 General Obligation Promissory Notes, Series 2024A

Motion by Yarrington, second by Scholze, to approve the Resolution Providing for the Sale of Approximately \$2,640,000 General Obligation Promissory Notes, Series 2024A. Motion carried.

Resolution No. _____

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$2,640,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A

WHEREAS the City of Tomah, Monroe County, Wisconsin (the "City") is presently in need of approximately \$2,640,000 for public purposes, including paying the cost of facility improvements, including to the Police Station, City Hall, Street Shop and Senior Center, street improvements, parks improvements, including for Tomah Ice Center, the acquisition of equipment for the Parks and Recreation Department and the acquisition of two squad cars for the Police Department (collectively, the "Project"); and

WHEREAS it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Chapter 67, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Issuance of the Notes. The City shall issue its General Obligation Promissory Notes, Series 2024A in the approximate amount of \$2,640,000 (the "Notes") for the Project.

Section 2. Sale of the Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Reimbursement. The Common Council hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Notes with the proceeds of the Notes in an amount not to exceed \$2,640,000.

Adopted, approved and recorded May 21, 2024.

Paul Dwyer
Mayor

ATTEST:

Rebecca Weyer
City Clerk

(SEAL)

Ordinance Amending Section 2-270 And Repealing Sections 2-271 Through 2-274 Of The City Of Tomah Municipal Code Regarding Records Retention 1st Reading, Second Reading, and Adoption

Motion by Peterson, second by Scholze, to waive the first verbatim reading of the ordinance amending sec, 2-270 and repealing sections 2-271 through 2-274 regarding record retention of the City of Tomah municipal code. Motion carried.

Motion by Peterson, second by Scholze, to waive the second verbatim reading of the ordinance amending sec, 2-270 and repealing sections 2-271 through 2-274 regarding record retention of the City of Tomah municipal code. Motion carried.

Motion by Peterson, second by Scholze, to adopt the ordinance amending sec, 2-270 and repealing sections 2-271 through 2-274 regarding record retention of the City of Tomah municipal code. Motion carried.

ORDINANCE NO. _____

ORDINANCE AMENDING SECTION 2-270 AND REPEALING SECTIONS 2-271 THROUGH 2-274 OF THE CITY OF TOMAH MUNICIPAL CODE REGARDING RECORDS RETENTION

The Common Council of the City of Tomah, do ordain as follows:

SECTION ONE: Section 2-270 of the City of Tomah Code of Ordinances is hereby amended as follows:

Sec. 2-720. General Records Schedule Adoption. The following separate general records retention schedules as developed, approved, and revised from time to time by the Wisconsin Public Records Board are hereby adopted and incorporated herein:

- (1) Wisconsin Municipal and Related Records.
- (2) Administrative Records.
- (3) Budget Records.
- (4) Facilities Records.
- (5) Fiscal and Accounting and Related Records.
- (6) Fleet and Aircraft Management Records.
- (7) Human Resources Records.
- (8) Information Technology and Related Records.
- (9) Payroll and Benefits Related Records.
- (10) Purchasing and Procurement and Related Records.
- (11) Risk Management and Related Records.
- (12) Public Libraries and Public Library Systems and Related Records.

SECTION TWO: Sections 2-721 through 2-724 of the City of Tomah Code of Ordinances are hereby repealed.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

SECTION THREE: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED:

Resolution Authorizing Payment of Monthly Bills

Motion by Peterson, second by Pater, to recommend the Council approve the resolution authorizing payment of monthly bills in the amount of \$6,378,054.00. Motion carried.

RESOLUTION NO : _____

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

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

1. Pre-Paid Checks:	2024	\$2,863,864.00	Check #'s:	144660	144717
				144724	144915
2. Payroll:		\$291,947.00	Dir Dep #'s:	9302350	9302611
3. Wire/ACH Transfers:		\$3,144,913.00			
4. Invoices:		\$77,330.00			
Total:		<u>\$6,378,054.00</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

May 20, 2024

Plan Commission recommendation to amend ordinance section 52-209(b)(3)-2nd reading and adoption
Motion by Peterson, second by Glynn, to waive the second verbatim reading of the ordinance amending sec. 52-209(b)(3) of the City of Tomah Municipal Code. Motion carried.

Motion by Peterson, second by Glynn, to adopt the ordinance amending sec. 52-209(b)(3) of the City of Tomah Municipal Code. Motion carried.

ORDINANCE NO. _____

**Ordinance Amending Sections 52-209 (b)(3) of the City of Tomah
Municipal Code**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section (b)(3) of 52-209 *Requirements* is hereby by amended to read as follows:

(3) On any corner lot where a front or side yard is required or provided, no fence, hedge or other obstruction shall be placed so as to interfere with clear vision from on street to the other across the corner. On reverse corner lot fences up to 6 feet in height are allowed on the street side yard to equal the established front yard of the property on the key lot directly behind the property to never exceed 15 feet. See traffic visibility provisions in section 52-114.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

SECTION THREE: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:
PASSED:
PUBLISHED:

Adjourn to Closed Session Pursuant to Wis Stat § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Peterson, second by Glynn, to adjourn to pursuant to the agenda stated statute. Motion carried. The meeting adjourned to closed session at 7:11 p.m.

Mayor Paul Dwyer

Attest: Rebecca Weyer, City Clerk

MINUTES FOR COMMON COUNCIL JUNE 18, 2024

A Common Council was held on **Tuesday, June 18, 2024 at 6:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Call to Order, Pledge of Allegiance, Roll Call

The meeting was called to order by Mayor Paul Dwyer at 6:30 p.m. Roll call was taken after the Pledge of Allegiance. Present: Paul Dwyer, Travis Scholze, Richard Yarrington, Shawn Zabinski, John Glynn, Patrick Devine, Nellie Pater, and Dean Peterson. Absent: Nicole Hart. Also present: Tim Adler, Irma Keller, Pam Buchda, Becki Weyer, Kirk Arity, Joe Protz, Tina Thompson, and Molly Powell. The meeting was available via Zoom and was recorded by Hagen Sports Network. All motions are unanimously approved unless otherwise notated.

ANYONE DESIRING TO APPEAR TO COUNCIL

Mark Tralmer, the owner of a downtown business, appeared before the Council to request the city do more for downtown business owners; specifically, assistance with beautification of the downtown. He also voiced concerns about the city needs to do more for small businesses thrive in the downtown area. He also gave his opinion on the need for a city administrator, and his opinions on how the city should not be enforcing the sign ordinance.

Jim Stroh from 1022 Superior Ave. and owner of Stroh's barbershop appeared to voice his dissatisfaction with the enforcement of the sign ordinance in the downtown area and his feelings that the ordinance is being enforced unfairly.

Jim Weinzetl from 115 Schaller St. and the executive director of the Tomah Area Historical Museum appeared to voice his support for keeping the parade on Superior Ave. due to lack of bathrooms on Butts Ave. and the reduction of traffic to the museum if the parade is moved.

Don Roscovious from 524 Kilbourne Ave appeared to voice his support for keeping the parade in the downtown area due to concerns about parking and bathrooms and his opinion that it will not be well attended.

Troy Gilson from 1130 Charles Dr. appeared to voice his opinion about keeping the parade in the downtown area as it supports his downtown business.

Sue Hackett, the owner of the Brick Sip Haus appeared to speak to the Council about the Downtown Thursday Nights location and her support of keeping DTN and the parade in the downtown area as it supports her business.

Michael Weber from 1320 Lakeview Drive appeared to voice his opinion on keeping the parade downtown due to tradition. He also agreed that the signs should not be enforced downtown for business owners.

Mayor

The Mayor said it has been a busy month with issues and phone calls from residents. He thanked the citizens who came to the Council meeting to voice their concerns.

Discussion on Reinstatement of City Administrator Position and Dissolution of the Senior Executive Team

With the attrition of the Building Inspector, the mayor said that it is a good potential time to hire an Administrator who could take on some of the tasks of the previous Building Inspector/Zoning Administrator. The Mayor previously met with members of SET who said they will support the mayor's decisions.

Nellie Pater stated that the SET was not intended to be permanent and that with the growth of Tomah, the city may have to look at things in a different light. She commended the current SET but is looking towards future growth. Yarrington stated that SET has done a wonderful job and is in favor of keeping the SET unless a highly qualified candidate can be found.

John Glynn stated that the Council has failed to let the public know what the SET has done for the city, and why it was put into place. That SET took over the duties of the City Administrator when previous administrators did not work out. He praised the SET for overcoming the large budget shortfalls in the past three years, encouraging and promoting teamwork throughout the city, and appreciated their contributions to the city during a trying time. He said that if the Council decides to hire a City Administrator, they need to come up with a better hiring plan than used in the past.

Travis Scholze shared his negative experience working with previous City Administrators and the high costs associated with them. He defended the SET against the comments that things have not been getting done in the city. He stated the SET does a fabulous job.

Zabinski stated that SET has done a phenomenal job and stepped up to the plate when asked. She would like to see more economic growth and opines they would see more of that with a City Administrator. She also talked about accountability and there should be a check and balance system.

The Mayor stated that the City Administrator position is what he believes to be the best idea. He said he is not stating that the SET is doing a bad job and stated it has been successful. He said that forward thinking and considering options is important.

Parade and Downtown Thursday Night Location Discussion

Glynn stated that he appreciates Police Chief Scott Holum for producing a plan to modify the parade in the interest of safety due to the cross traffic in the downtown area. He likes the idea of the parade downtown, but his opinion is that the staging area for the parade is the majority of the problem. He suggested that the parade staging area be moved to Williams St. and should be coordinated with Downtown Thursday nights. Pater stated that the businesses downtown want to keep the parade downtown to support their businesses, and we need to find a way to make the current area safer without moving it. She also opined that there is a problem with parking and side streets during Downtown

Common Council – June 18, 2024

Thursday Nights. She stated she does not have a problem with DTN being downtown but the safety of the parking, people, and semi-trailers during the event. She also voiced concerns about people leaving the area with alcoholic beverages and driving after drinking. She asked that the Chamber find a way to increase the safety and monitoring of this event. Zabinski stated she thinks the non-profits need to get more involved to help with street security. The Mayor gave his opinion that the Council should listen to most people who he has spoken with and keep the parade downtown, despite the security concerns. He also opined that more business owners farther down the road should be included. The mayor asked Kirk Arity if it would be possible to route traffic down Jackson Street and to Butts Ave instead, which Arity affirmed could be looked at as a potential change.

Discussion on Direction for Enforcement of Signage and/or Modification of City Ordinance

Glynn stated that Superior Ave is a State Highway, and the city and its citizens are required to meet state statutes for signs and there is not much that the city can do about it. Pater stated that signs people should not put signs on the boulevard and should be fined if they do. Arity was recognized by the Mayor, and stated there are perceived variances in enforcement due to different property lines. Scholze stated it is their duty to enforce the ordinances of the city, state, and country, and expressed that if the public is unhappy with the laws, they should look at amendments, rather than persecute city employees for doing their jobs.

Jim Stroh was recognized by the Council for speaking. He claimed that the law has never been enforced in the past and there is such a thing as discretionary enforcement and that the state is not enforcing it so the city should not either.

The Mayor recognized Mike Weber to speak and again give his opinion that enforcement of this issue takes away from the city and its business owners.

The Mayor stated that when he ran for the position, he wanted the city to be more business friendly and signs do not hurt a thing and wants to know why it is being enforced now and that officials need to use common sense and stoppe impeding businesses from advertising with their signs on city sidewalks.

The Mayor recognized Don Roscovious to speak and stated that the Tractor Pull sign over the road should not be allowed, that he was complaining so it should be taken care of tomorrow.

The Mayor recognized Michael Weber to speak, and he said signs should be allowed all over the city, not just on the state highways.

The Council spoke at length at options to follow the law but still assist businesses.

Motion by Zabinski, second by Pater, to have the City Attorney look at state statues and the current ordinance, and bring back suggestions and/or an amendment, and for city staff to defer complaints and enforcement other than in the center median on Superior Ave., until addressed at the next council meeting. Motion carried.

Public Safety May Monthly Report

Chief Adler provided a monthly written report. He said that the Fire/EMS departments are working with the Tomah Police Department on the upcoming Downtown Thursday Nights and the Independence Day parade. They are still waiting for the completion of the ambulance remount and anticipating a July completion. They are still waiting for insurance company information on the downtown building fires.

Library

Director Keller said there were 6,360 total checkouts from the library last month. She discussed the upcoming events and the new books at the library. Keller directed the public to the library’s website at <https://tomahpubliclibrary.org/>.

Senior & Disabled Services Department monthly report

Buda provided a monthly written report. The Senior Center will be closed on July 4th and Friday July 5th, but the meal site will be open.

May 2024 Building Inspection Permit and Code Enforcement Reports

Written Building Inspection and Code Enforcement Reports were provided.

CONSENT AGENDA:

Motion by Zabinski, second by Scholze, to approve the following consent agenda:

- A. Renewal of “Class B” Liquor, Class “B” Fermented Malt Beverage, and “Class C” Wine Beverage Licenses
- B. Special Event Outdoor Cabaret Licenses for North American Squirrel Association for Winnebago Park located on Brandon St. in Tomah, WI for an event on July 6th of 2024.
- C. April 30, 2024 Cash and Investments Report
- D. May 31, 2024 Cash and Investments Report

Motion carried.

Approval of Tomah Transit Procurement Policy

Common Council – June 18, 2024

Motion by Glynn, second by Yarrington, to approve the Tomah Transit procurement policy as submitted. Motion carried.

Resolution Authorizing Payment of Monthly Bills

Motion by Zabinski, second by Scholze, to approve the resolution authorizing payment of monthly bills in the amount of \$1,217,846.24. Motion carried.

RESOLUTION NO : _____

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

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

1. Pre-Paid Checks:	2024	\$257,672.67	Check #'s:	144916	144951
				144973	145060
2. Payroll:		\$320,713.12	Dir Dep #'s:	9302612	9302837
3. Wire/ACH Transfers:		\$633,242.39			
4. Invoices:		\$6,218.06			
Total:		<u>\$1,217,846.24</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

June 17, 2024

Alternate parade route Discussion and Decision

At the Committee of the Whole meeting in May, Chief Scott Holum presented an alternative parade route due to concerns about public safety using the current downtown route. The alternate route would travel down Butts Ave. Tina Thompson told the council they could mitigate safety issues by paying for extra security during the event. Chief Adler suggested moving the staging area to the Tomah Middle School and use Clark Street to enter the parade.

Motion by, second by Glynn to move the staging area of the parade to Williams St. There were no aye votes and seven (7) no votes. Motion failed.

Motion by Peterson, second by Pater, to leave the parade route in the downtown area on Superior Ave., and let staff determine the best route for staging. Motion carried.

Ordinance Amending Chapter 16 of the City of Tomah Ordinances

Motion by Glynn, second by Zabinski, to waive the first verbatim reading of the Ordinance amending Chapter 16 of the City of Tomah Code of Ordinances. Motion carried

Motion by Scholze, second by Yarrington, to waive the second verbatim reading of the ordinance amending Chapter 16 of the City of Tomah Code of Ordinances. Motion carried.

Motion by Scholze, second by Yarrington, to adopt the ordinance amending chapter 16 of the City of Tomah Code of Ordinances. Motion carried.

Common Council – June 18, 2024

ORDINANCE NO. _____

Ordinance Amending Chapter 16 of the City of Tomah Municipal Code

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 16-1 Joint action emergency government is hereby amended to read as follows:

A joint action ordinance of the county board providing for a county-municipal joint action emergency government plan of organization adopted by the county board on September 6, 1972, has been ratified and accepted by the city. This ratification and acceptance of the Joint Action Ordinance shall constitute a mutual agreement between the city and the county as provided by section VIII of the Joint Action Ordinance, and as amended by Res. No. 04-24-04 on April 24, 2024.

SECTION TWO: 16-2 County emergency management coordinator is hereby amended to read as follows:

The county emergency management coordinator, appointed and employed by the county board as provided in the referred-to ordinance, as amended, is hereby designated and appointed emergency management coordinator for the city, subject to the duties, conditions, and provisions set forth in the state statutes and the Monroe County Joint Action Emergency Management Ordinance, as amended. The decision-making authority as it relates to emergency responses, which are not otherwise considered emergency management as defined in sec. 323.02(8) of the state statutes, shall remain with the City.

SECTION THREE: All ordinances in conflict with the foregoing are hereby repealed.

SECTION FOUR: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, Clerk

READ:

PASSED:

PUBLISHED:

Approval of amendment of Recreation Park Emergency Operations Plan

Motion by Peterson, second by Zabinski, to approve the amendment to the Recreation Park Emergency Operations Plan. Motion carried.

Approval of Contract Between the City of Tomah and General Engineering for Inspection Services

Motion by Scholze, second by Peterson, to approve the contract between the City of Tomah and General Engineering for Inspection Services. Motion carried.

ORDINANCE NO. _____

Ordinance Amending Chapter 16 of the City of Tomah Municipal Code

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 16-1 Joint action emergency government is hereby amended to read as follows:

A joint action ordinance of the county board providing for a county-municipal joint action emergency government plan of organization adopted by the county board on September 6, 1972, has been ratified and accepted by the city. This ratification and acceptance of the Joint Action Ordinance shall constitute a mutual agreement between the city and the county as provided by section VIII of the Joint Action Ordinance, and as amended by Res. No. 04-24-04 on April 24, 2024.

SECTION TWO: 16-2 County emergency management coordinator is hereby amended to read as follows:

The county emergency management coordinator, appointed and employed by the county board as provided in the referred-to ordinance, as amended, is hereby designated and appointed emergency management coordinator for the city, subject to the duties, conditions, and provisions set forth in the state statutes and the Monroe County Joint Action Emergency Management Ordinance, as amended. The decision-making authority as it relates to emergency responses, which are not otherwise considered emergency management as defined in sec. 323.02(8) of the state statutes, shall remain with the City.

SECTION THREE: All ordinances in conflict with the foregoing are hereby repealed.

SECTION FOUR: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, Clerk

READ:

PASSED:

PUBLISHED:

Common Council – June 18, 2024

Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,640,000 General Obligation Promissory Notes, Series 2024A

Motion by Glynn, second by Zabinski, to approve the Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,640,000 General Obligation Promissory Notes, Series 2024A. Motion carried.

RESOLUTION NO. 2024-06-18-11

RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$2,640,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024A

WHEREAS, on May 28, 2024, the Common Council of the City of Tomah, Monroe County, Wisconsin (the "City") adopted a resolution (the "Set Sale Resolution"), providing for the sale of General Obligation Promissory Notes, Series 2024A (the "Notes") for public purposes, including paying the cost of facility improvements, including to the Police Station, City Hall, Street Shop and Senior Center, street improvements, parks improvements, including for Tomah Ice Center, the acquisition of equipment for the Parks and Recreation Department and the acquisition of two squad cars for the Police Department (collectively, the "Project");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, it is the finding of the Common Council that it is in the best interest of the City to direct its financial advisor, Ehlers & Associates, Inc. ("Ehlers"), to take the steps necessary for the City to offer and sell the Notes at public sale and to obtain bids for the purchase of the Notes; and

WHEREAS, in order to facilitate the sale of the Notes in a timely manner, the Common Council hereby finds and determines that it is necessary, desirable and in the best interest of the City to delegate to each of the City Treasurer and the City Clerk (each an "Authorized Officer") of the City the authority to accept on behalf of the City the bid for the Notes that results in the lowest true interest cost for the Notes (the "Proposal") and meets the terms and conditions provided for in this Resolution by executing a certificate in substantially the form attached hereto as Exhibit A and incorporated herein by reference (the "Approving Certificate").

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Authorization and Sale of the Notes; Parameters. For the purpose of paying costs of the Project, the City is authorized to borrow pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed TWO MILLION SIX HUNDRED FORTY THOUSAND DOLLARS (\$2,640,000) upon the terms and subject to the conditions set forth in this Resolution. Subject to satisfaction of the condition set forth in Section 17 of this Resolution, the Mayor and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the financial institution that submitted the Proposal (the "Purchaser") for, on behalf of and in the name of the City, Notes aggregating the principal amount of not to exceed TWO MILLION SIX HUNDRED FORTY THOUSAND DOLLARS (\$2,640,000). The purchase price to be paid to the City for the Notes shall not be less than 98.75% nor more than 107.0% of the principal amount of the Notes.

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Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024A"; shall be issued in the aggregate principal amount of up to \$2,640,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall mature or be subject to mandatory redemption on the dates and in the principal amounts set forth below, provided that: (a) the Authorized Officer shall determine the amount of principal due in the year 2025 so that the amount the City is required to levy in the year 2024 to pay debt service on all general obligation debt, including the Notes, in the year 2025 will be approximately \$2,065,000; (b) the principal amount of each maturity or mandatory redemption amount in the years 2026-2044 may be increased or decreased by up to \$50,000 per maturity or mandatory redemption amount and (c) the aggregate principal amount of the Notes shall not exceed \$2,640,000. The schedule below assumes the Notes are issued in the aggregate principal amount of \$2,640,000.

Date	Principal Amount
05-01-2025	\$175,000
05-01-2026	120,000
05-01-2027	120,000
05-01-2028	120,000
05-01-2029	120,000
05-01-2030	115,000
05-01-2031	120,000
05-01-2032	120,000
05-01-2033	125,000
05-01-2034	125,000
05-01-2035	125,000
05-01-2036	130,000
05-01-2037	130,000
05-01-2038	135,000
05-01-2039	135,000
05-01-2040	135,000
05-01-2041	140,000
05-01-2042	145,000
05-01-2043	150,000
05-01-2044	155,000

Interest shall be payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2025. The true interest cost on the Notes (computed taking the Purchaser's compensation into account) shall not exceed 5.25%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

Section 3. Redemption Provisions. The Notes shall be subject to optional redemption as set forth on the Approving Certificate. If the Proposal specifies that certain of the Notes shall be subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment to the Approving Certificate labeled as Schedule MRP. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in the Approving Certificate in such manner as the City shall direct.

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Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2024 through 2043 for the payments due in the years 2025 through 2044 in the amounts as are sufficient to meet the principal and interest payments when due.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2024A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the City above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

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(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Notes: Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the

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proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The City hereby authorizes the Mayor and City Clerk or other appropriate officers of the City to enter into a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

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Section 13. Persons Treated as Owners; Transfer of Notes. The City shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Notes allocable to the payment of issuance expenses to a financial institution selected by Ehlers at Closing for further distribution as directed by Ehlers.

Section 17. Condition on Issuance and Sale of the Notes. The issuance of the Notes and the sale of the Notes to the Purchaser are subject to approval by an Authorized Officer of the principal amount, definitive maturities, redemption provisions, interest rates and purchase price for the Notes, which approval shall be evidenced by execution by an Authorized Officer of the Approving Certificate.

The Notes shall not be issued, sold or delivered until this condition is satisfied. Upon satisfaction of this condition, the Authorized Officer is authorized to execute a Proposal with the Purchaser providing for the sale of the Notes to the Purchaser.

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Section 18. Official Statement. The Common Council hereby directs an Authorized Officer to approve the Preliminary Official Statement with respect to the Notes and deem the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Authorized Officer or other officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 19. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 20. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 21. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

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Section 22. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 18, 2024.

Paul Dwyer
Mayor

ATTEST:

Rebecca Weyer
City Clerk

(SEAL)

ADJOURN

Motion by Scholze, second by Peterson, to adjourn. Motion carried. The meeting was adjourned at 8:57 p.m.

Mayor Paul Dwyer

Attest: Rebecca Weyer, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Request from Kelsey’s Class Act Bar and The Elbow Room for special amendments to the premises description of their Class “B” Fermented Malt Beverage Licenses and “Class B” Liquor Licenses for a special event on August 10, 2024.

Summary and Background Information:

(Appropriate Documentation Attached)

Kelsey’s (201 Superior Ave.) and The Elbow Room (114 Benton St.) have requested to block off the alleyway for an event to allow alcoholic beverages to extend to the outside-designated area for the event. The event is scheduled for August 10, 2024, and will be fenced off with access only from inside each establishment. This annual event has been occurring for several years without incident. Alcoholic beverages will be served inside both establishments and in the outdoor area from 9 a.m. to 10 p.m.

Fiscal Note:

None

Recommendation:

It is requested that the Committee of the Whole recommend the Common Council approve the request to amend the Class “B” Fermented Malt Beverage Licenses and the “Class B” Liquor Licenses for Kelsey’s and The Elbow Room to include the fenced in area between the two establishments for the special event hosted on August 10, 2024.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: July 15 & 16, 2024



819 Superior Ave
Tomah, WI 54660
Phone: (608) 374-7420
Fax: (608) 374-7424

CITY OF TOMAH – REQUEST TO APPEAR BEFORE COMMITTEE

This form must be submitted to the appropriate department head at least ONE WEEK PRIOR to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out.

Date: 6/10/21

Name: Kelseys

DBA (if applicable): _____

Address: 201 Superior Ave Tomah, WI 54660

Phone #(s): 608-372-3220

Email Address: KelseyStomah@gmail

Committee Name(s): _____

Committee Date(s): _____

Agenda Item and Description/Explanation of Request: We would like to close the alley between Elbow Room and Kelseys LLC August 10th 9am-10pm we have been having tournaments and cooling and other activities. Aswell as extend our licencase as well. We have been having this event for many years without any issues.

Dave DeWitt William Ray

Use back side of form if needed. Attach any other pertinent information to this form

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of two new taxicab licenses for Abby Vans Inc. DBA Tomah Transit

Summary and Background Information:

(Appropriate Documentation Attached)

Abby Vans Inc. DBA Tomah Transit has applied for the following taxicab licenses:

- 1. 2024 Chrysler Pacifica – VIN #2C4RC1FG4RR113056
- 2. 2024 Chrysler Pacifica – VIN #2C4RC1FG8RR113089

Typically, the annual licensing period runs from January 1 to December 31. These are vans that were recently acquired and now need to be licensed.

Fiscal Note:

The license fee is \$20 per cab for a total of \$40.

Recommendation:

The license applications have been completed and reviewed. The taxi cabs have been inspected by the Police Department and certified by an auto mechanic. It is requested that the Committee of the Whole recommend the Common Council to approve the Taxicab Licenses as requested.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: July 15 & 16, 2024



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

TAXICAB/ LIMOUSINE LICENSE APPLICATION

NEW: RENEWAL: FOR LICENSE PERIOD EXPIRING DECEMBER 31, 2024

COMPANY INFORMATION

NAME OF TAXICAB COMPANY: Abby Vans Inc.

ADDRESS: 1115 W 4th Street, Neillsville, WI 54456

PHONE: 715-743-3364, ext 100 EMAIL: mark@abbyvans.com

OWNER LAST NAME: Jones FIRST NAME: Mark MI: R

PHONE: 715-743-3364, ext 100 EMAIL: mark@abbyvans.com

Have you ever been licensed to operate a taxi/limo? YES: NO:

If yes, where: _____

Have you ever had your license revoked? YES: NO:

If yes, please list reasons: _____

VEHICLE INFORMATION

VEHICLE ONE: TAXI: LIMO: IDENTIFICATION NUMBER: 2633

YEAR: 2024 MAKE: Chrysler MODEL: Pacifica

VIN: 2C4RC1FG4RR113056 WI STATE CERTIFICATE OF TITLE: _____

LICENSE PLATE NUMBER: _____ CAPACITY: 1 WC/3AMB or 2 WC/2 AMB or 5 AMB

Is vehicle mortgaged? YES: NO: If yes, amount of mortgage: _____

VEHICLE TWO: TAXI: LIMO: IDENTIFICATION NUMBER: 2634

YEAR: 2024 MAKE: Chrysler MODEL: Pacifica

VIN: 2C4RC1FG8RR113089 WI STATE CERTIFICATE OF TITLE: _____

LICENSE PLATE NUMBER: _____ CAPACITY: 1 WC/3AMB or 2 WC/2 AMB or 5 AMB

Is vehicle mortgaged? YES: NO: If yes, amount of mortgage: _____



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

INSURANCE INFORMATION

NAME OF INSURANCE COMPANY: Grinnell Mutual Reinsurance Company

NAME OF INSURED: Abby Vans Inc

AMOUNT: \$1,000,000 per person, \$1,000,000 per Occurrence, \$1,000,000 Property Damage

POLICY NUMBER: 0000994225 EXPIRATION DATE: 01/01/2025

REQUIRED APPLICATION ATTACHMENTS TO BE SUBMITTED BY APPLICANT

X Copy of valid/unexpired WI driver's license

X Proof of insurance

X \$25 application fee for first taxicab and \$20 application fee for each additional taxicab (checks or money orders may be made payable to City of Tomah)

✓ Completed inspection certificates for each vehicle from BOTH a licensed mechanic and Tomah Police Department (please use forms provided)

CERTIFICATION

I hereby certify and affirm that the information provided on this application is true and correct. I understand that failure to provide all required information or falsification of any information shall be grounds for denial or revocation of my license. I understand that the Tomah Police Department will do a record check based on my application.

[Signature]
APPLICANT SIGNATURE

6/14/24
DATE

FOR OFFICIAL USE ONLY

Amount paid: \$40 Receipt: 2001115 Processed by N Jacobs Date: 6/25/2024

Record check done by: AB Date: 6/26/24

Approved: Denied: (See attached reason for denial)

Chief of Police Signature: [Signature] Date: 6-27-24

City Clerk Signature: [Signature] Date: 7/2/24

Date approved by City Council: _____ License Number: _____

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Special Event Outdoor Cabaret License for The Crow Bar located at 1206 Superior Ave in Tomah, WI for August 31, 2024.

Summary and Background Information:

(Appropriate Documentation Attached)

The Crow Bar is applying for a Special Event Outdoor Cabaret License at 1206 Superior Avenue for an event to be held on August 31, 2024. A band has been hired to perform during the event, which will be held in The Crow Bar’s existing beer garden.

Fiscal Note:

The City receives \$55 for each Special Event Outdoor Cabaret License. The revenue generated to the City of Tomah by issuance of this license is \$55.

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 Event Cabaret License for The Crow Bar for their event being held on August 31, 2024 in downtown Tomah.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: July 16 & 16, 2024

License Fee: \$55.00

Date Received: 4/15/2024

Receipt #: INV. CLOUD Item E.

CITY OF TOMAH

APPLICATION FOR SPECIAL EVENT OUTDOOR CABARET LICENSE (MUST HAVE LICENSE POSTED ON PREMISE BEFORE BEGINNING EVENT)

Legal/Real Name: Troy Gilson
 Address of above: 1130 Charles Dr, Tomah, WI 54660
 Trade name of business: The Crow Bar
 Address of premises to be licensed: 1206 Superior Ave, Tomah, WI 54660
 Business phone number: 608-372-6830
 Date of Event: 08/31/2024 Time of Event: _____
 Description (Location) of Event Area: Beer garden between the bar and alley

Number of People Attending the Event: 75
 Premises are owned by: Troy Gilson and Jay Larson
 Address of owner: 1130 Charles Dr, Tomah, WI 54660
 Name of manager (First, Middle & Last): Amy Ann Waege
 Home address of manager: 459 Overlook Court, Warrens, WI 54666
 Phone number: Daytime [REDACTED] Home [REDACTED]
 Date of Birth: [REDACTED]
 Other business to be conducted upon the premises: Live music
 Nature of entertainment: RETRA

The above hereby makes application for a license to operate a Special Event Outdoor Cabaret at the above address within the City of Tomah pursuant to provisions of Chapter 6 of the Code of Ordinances for the City of Tomah.

ATTACH DETAILED DESCRIPTION OF EVENT AREA AND ATTACH A DIMENSIONAL DRAWING. Detailed description and dimensional drawing **MUST** include dimensions of area, where the fencing will be placed, where entrance(s) and exit(s) will be and size of each, dimensions of tent (if a tent is used), and placement of port-a-potties.

Amy Waege 04/11/2024
 (Signature of applicant) (Date)

INSURANCE REQUIRED ... MUST BE SUBMITTED WITH THE APPLICATION

Prior to the issuance of the Special Event Outdoor Cabaret License, the applicant shall furnish evidence of a liability insurance policy in amounts of not less than \$1,000,000 aggregate coverage, and shall be in force and effect at the time such event is to take place. Said policy shall be endorsed naming the City of Tomah as additional insured in connection with said event. If an entity is self-insured, it must provide evidence of alternative proof of coverage, in a form acceptable to the City Clerk. Note: The certificate of insurance must describe the event and the additional insured endorsement must accompany the certificate.

OFFICE USE ONLY: cc: Inspection Dept., Police Chief & Fire Chief Upon Receipt of Application

S.R. [Signature] [Signature]
 Inspection Dept. Initials Police Dept. Initials Fire Chief Initials

Attach list of all property owners within 200 feet of the proposed licensed premises.

Granted: _____ License #: _____

**City of Tomah
Cash and Investments
June 30, 2024**

Fund 01 - General Fund						
Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 5/31/2024	Ending Balance 6/30/2024	
Pershing	Alliant CR Chicago	C/D	5.00	01/30/26	103,000.00	103,000.00
Pershing	Spokane Teachers CU	C/D	5.00	11/25/24	115,000.00	115,000.00
Pershing	State Bank of India NY	C/D	1.05	06/10/25	245,000.00	245,000.00
Pershing	Global Fed Anchorage	C/D	5.20	06/16/25	120,000.00	120,000.00
Pershing	Texas Exchange Bk Crowley	C/D	1.00	06/19/25	155,000.00	155,000.00
Pershing	Texas Exchange Bk	C/D	0.85	04/10/22	200,000.00	200,000.00
Pershing	Live Oak Bk	C/D	0.60	10/08/26	100,000.00	100,000.00
Pershing	Rollstone Bank & Trust	C/D	3.55	08/23/27	165,000.00	165,000.00
Pershing	Bridgewater Bk	C/D	0.55	09/20/27	60,000.00	60,000.00
Pershing	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	100,000.00	100,000.00
Pershing	Morgan Stanley Pvt Bank	C/D	0.75	01/27/28	70,000.00	70,000.00
Pershing	Frazer Bk Okla	C/D	1.10	06/26/28	50,000.00	50,000.00
Pershing	Federal Farm Credit	C/D	1.54	11/30/26	300,000.00	300,000.00
Pershing	Federal Farm Credit Bank	C/D	2.45	02/23/28	145,000.00	145,000.00
Pershing	Michigan State Hsg Dev Auth	Muni Bond	4.98	12/01/28	235,000.00	235,000.00
Pershing	US Govt MM Fund	MM			123,375.28	128,435.06
FMB	x706	C/D	0.40	01/15/22	119,856.06	119,856.06
LGIP	01	TF			6,481.59	6,510.40
Bank First	X6465	M/M	2.96		718,008.46	720,696.37
Bank First	ED X1194	M/M			174,178.81	176,462.92
CCF	ICS MM ACCOUNT	M/M			739,294.07	740,814.64
CCF	X768	M/M	0.10		28,214.39	28,268.49
TOTAL					4,072,408.66	4,084,043.94

Fund 02 - Lake						
Investment Description	Investment Type	C/D Rate	C/D Due	Beginning Balance 5/31/2024	Ending Balance 6/30/2024	
RIA	4337420053	C/D	1.85	03/03/21	15,659.33	15,691.42
LGIP	03	TF			29,715.43	29,847.53
RIA	44374202	M/M			207,074.65	207,278.33
TOTAL					252,449.41	252,817.28

Fund 04 - CDBG						
Investment Description	Investment Type			Beginning Balance 5/31/2024	Ending Balance 6/30/2024	
TACU		CK		1,142.99	1,143.03	
TACU		SAVINGS		1,844.22	2,132.30	
Bank First		CK		873.55	873.55	
Bank First	X0822	SAVINGS		278,750.56	280,902.63	
TOTAL					282,611.32	285,051.51

Fund 07 - Debt						
Investment Description	Investment Type			Beginning Balance 5/31/2024	Ending Balance 6/30/2024	
LGIP	06	T/F		8,169.94	8,206.26	
Bank First	X6465	M/M	2.96	376,454.06	377,863.34	
TOTAL					384,624.00	386,069.60

**City of Tomah
Cash and Investments
June 30, 2024**

Fund 08 - Capital						
Investment Description		Investment Type			Beginning Balance 5/31/2024	Ending Balance 6/30/2024
LGIP	02	T/F			90,904.65	91,308.76
Pershing	2022A	M/M			1,202,117.70	1,206,706.82
Pershing	2023A	M/M			2,646,765.78	2,656,864.50
Bank First	X6465	M/M	2.96		86,930.45	87,255.88
CCF	X768	M/M	0.10		26,347.67	26,398.21
TOTAL					4,053,066.25	4,068,534.17

Fund 10 - Library						
Investment Description		Investment Type			Beginning Balance 5/31/2024	Ending Balance 6/30/2024
TrustPoint		MM			1,108,917.36	1,139,244.48
TOTAL					1,108,917.36	1,139,244.48

Sewer Department						
Investment Description		Investment Type	C/D Rate	C/D Due	Beginning Balance 5/31/2024	Ending Balance 6/30/2024
Pershing	First Natl Bk Amer East Lansing	C/D	0.75	04/30/26	155,000.00	155,000.00
Pershing	Sallie Mae Murray UTAH	C/D	0.90	06/30/26	180,000.00	180,000.00
Pershing	Mid American CU	C/D	5.25	07/03/25	245,000.00	245,000.00
Pershing	Pershing MM	M/M			459,553.05	461,364.48
LGIP	04	T/F			591,253.60	593,881.95
CCF	XX8352	M/M			416,741.73	417,540.96
CCF	ICS Sweep	M/M			270,871.54	271,428.74
Bank First	X6341	M/M			1,069,853.06	823,791.27
Bank First	CLEARING ACCT	M/M			529,586.38	768,882.93
TOTAL					3,917,859.36	3,916,890.33

Water Department						
Investment Description		Investment Type	C/D Rate	C/D Due	Beginning Balance 5/31/2024	Ending Balance 6/30/2024
Pershing	Texas Exchange	C/D	0.60	12/18/25	90,000.00	90,000.00
Pershing	Flagstar Bk Troy Mich.	C/D	0.45	08/14/24	245,000.00	245,000.00
Pershing	Toyota Fin Svgs Bank	C/D	0.90	11/30/27	145,000.00	145,000.00
Pershing	Mid American CU	C/D	5.25	07/03/25	248,000.00	248,000.00
Pershing	Sunwest Bk Irvine	C/D	0.70	04/30/26	45,000.00	45,000.00
Pershing	US Bank Salt Lake City	C/D	0.95	09/22/26	100,000.00	100,000.00
Pershing	Pacific Western	C/D	5.50	09/30/24	245,000.00	245,000.00
Pershing	Centris Fed CR	C/D	5.65	03/24/25	130,000.00	130,000.00
Pershing	Affinity Fed CU	C/D	5.80	10/24/24	200,000.00	200,000.00
Pershing	California CU Glendale	C/D	5.65	10/27/25	200,000.00	200,000.00
Pershing	Pershing MM	M/M			493,316.92	497,875.61
LGIP	05	TF			11,103.50	11,152.86
CCF	x659	M/M			628,841.61	400,624.83
CCF	ISC SWEEP ACCOUNT 659	M/M			611,067.20	412,145.83
Bank First	CLEARING ACCT	M/M			406,633.39	195,269.39
TOTAL					3,798,962.62	3,165,068.52

**City of Tomah
Cash and Investments
June 30, 2024**

TOTAL BY INSTITUTION		
	5/31/2024	6/30/2024
Bank First	3,641,268.72	3,431,998.28
Pershing	9,316,128.73	9,342,246.47
Trust Point	1,108,917.36	1,139,244.48
CCF	2,721,378.21	2,297,221.70
Farmers & Merchants Bank Kendall	119,856.06	119,856.06
Local Government Investment Pool	737,628.71	740,907.76
RIA Federal Credit Union	222,733.98	222,969.75
Tomah Area Credit Union	2,987.21	3,275.33
TOTAL	17,870,898.98	17,297,719.83

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of an Outdoor Facilities License for JAC’s Steakhouse, located at 309 Superior Ave.

Summary and Background Information:

(Appropriate Documentation Attached)

JAC’s Steakhouse, located at 309 Superior Ave, has applied for an Outdoor Facilities License. The owners plan to construct a fenced-in outdoor seating area with a stage and bar. The outdoor area will be built in what is now a vacant lot next to their existing building. The Plan Commission has approved the Certificate of Appropriateness at its meeting in April (see attached minutes.)

Fiscal Note:

Total revenue generated to the City of Tomah by the issuance of this license will be \$50.

Recommendation:

It is requested that the Committee of the Whole recommend the Common Council approve the Outdoor Facilities License application for JAC’s Steakhouse, located at 309 Superior Ave.

Respectfully submitted by:

Nicole E. Jacobs

Committee: Committee of the Whole & Common Council

Meeting Date: July 15 & 16, 2024

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of Compliance Maintenance Report (CMAR)

Summary and Background Information: The yearly audit at the WWTF requires approval from the City of Tomah.

Recommendation From: Public Works and Utilities

Minutes Attached:

Yes No

Budget Account: n/a

Fiscal Impact: n/a

Staff Responsible for implementation: Kirk Arity

Economic Impact: n/a

Zoning/Rezoning Issues: n/a

Supports Organizational Goals:

Yes No

Questions from SET: n/a

Grants Pursued/Opportunity Pursued: n/a

Recommendation: The Public Works and Utilities Commission recommends approval of the resolution and approval of the CMAR.

Bicki Weyen
SET

06/27/24
Date

[Signature]
Department Director

6/27/24
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

Resolution No. _____

COMPLIANCE MAINTENANCE RESOLUTION

RESOLVED that the City of Tomah informs the Department of Natural Resources that the following actions were taken by the City Council:

Review of the 2023 Compliance Maintenance Annual Report, which is attached to this Resolution.

Monitor the operation of the wastewater treatment facility to maintain permit compliance.

Implement and complete a Capacity, Management, Operation and Management (CMOM) program once the DNR drafts a final ruling.

Passed by a _____ vote of the Tomah City Council on July 16, 2024

Paul Dwyer, Mayor

Rebecca Weyer, City Clerk

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, May 22, 2024 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by Paul Dwyer

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (A), Patrick Devine (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (P), Richard Yarrington (P).

Also present, Director Kirk Arity (P), Brandy Leis (P), Shane Rolff (A), Joe Kube (P),

Jeff Marten (P). Nick, Christian and Brian Berquist from Town & Country (P).

Approve Minutes

Motion 1st by Glynn, 2nd by Yarrington. All ayes. Motioned carried.

Discussion Items

1. Airport Update

Steve Austin complimented Volk & Fort McCoy with working the traffic at Bloyer Field.

2. Public Information Meeting - 2026 North Glendale Ave Reconstruction Project

Brian & Christen explained DOT requirements and process. Looking to gather information from public.

3. Compliance Maintenance Annual Report

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

4. Sanitary Survey Response Approval

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

5. Easement Approval - 625 W Veterans St

Motion by Glynn, second by Greeno to approve the easement. All ayes. Motion carried.

6. Recommendation on Continuation of Large Item Service

Consensus to continue program with staff providing solutions.

7. Project Updates

Brian presented bills for current project. Motion by Yarrington, second by Rice to approve the payment of project bills. All ayes. Motion carried.

8. Building Code/Violation Report

Commission reviewed.

9. Payment of Monthly Water & Sewer Bills

a. Sewer- 1st by Glynn, 2nd by Rice to approve water bills as presented. All ayes. Motion carried.

b. Water-1st by Glynn, 2nd by Greeno to approve water bills as presented. All ayes. Motion carried.

10. Departmental Reports

SEWER – Bugs are back on track. Explained upset and measures taken to get back in compliance. Hauled out 10 loads of sludge. Wastewater appreciation day is Friday. 1.2 Million gallons this month.

WATER – 920,000 gallons. 71 properties left on pipe survey. Cross connections and water testing.

PUBLIC WORKS – 77 mattresses for large item pick up. Ahead of operations, painting, crack sealing, security cameras, brush pile, bull pen, skate park. Pot hole filling campaign with governor.

11. Director's Report

PSC report complete. Chip sealing. Working on large item options.

12. Future Meeting Date: June 26, 2024

Adjourn 1st by Glynn, 2nd by Rice at 6:29 PM.

Minutes written and submitted by Casey Kinnear

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Compliance Maintenance Annual Report

**Summary and background information:
(Appropriate documents attached)**

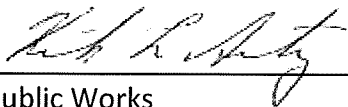
The WWTF has a yearly audit called the Compliance Maintenance Annual Report (CMAR). A requirement with this report calls for a resolution from the City Council, confirming the report has been reviewed by the City of Tomah.

Fiscal Note:

N/A

Recommendation:

I recommend approval of the CMAR and forward the approval on to the City Council for resolution approval.



Director of Public Works
Kirk Arity

5/15/2024

Date

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:

5/14/2024

2023

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.1388	x	319	x	8.34	=	3,031
February	1.1369	x	327	x	8.34	=	3,102
March	1.3767	x	279	x	8.34	=	3,201
April	1.6694	x	271	x	8.34	=	3,767
May	1.3472	x	360	x	8.34	=	4,049
June	1.1118	x	423	x	8.34	=	3,924
July	1.0195	x	459	x	8.34	=	3,906
August	1.0124	x	410	x	8.34	=	3,459
September	0.9947	x	405	x	8.34	=	3,359
October	1.0545	x	421	x	8.34	=	3,702
November	1.0403	x	396	x	8.34	=	3,432
December	1.0056	x	410	x	8.34	=	3,436

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.3	x	90	=	2.97
		x	100	=	3.3
Design BOD, lbs/day	4500	x	90	=	4050
		x	100	=	4500

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 2023

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)
2023-04-25

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes 1,560,975 gallons

No

Holding Tanks

Yes 1,746,299 gallons

No

Grease Traps

Yes _____ gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Not too much

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

We found a company discharging high pH, Ammonia and Phosphorus. We had a meeting with them, and they got new chemicals to treat it.

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

<p>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:

5/14/2024

2023

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	7	1	0	0
February	25	22.5	8	1	0	0
March	25	22.5	9	1	0	0
April	25	22.5	12	1	0	0
May	15	13.5	10	1	0	0
June	15	13.5	7	1	0	0
July	13	11.7	9	1	0	0
August	13	11.7	15	1	1	1
September	15	13.5	12	1	0	0
October	15	13.5	10	1	0	0
November	25	22.5	13	1	0	0
December	25	22.5	31	1	1	1
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					2	2
Points					14	6
Total number of points						20

20

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Worked with a business to get there discharge back in check.

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)
2023-04-25

No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

The hot summer days and cold winter nights.
The high business discharges.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

No
 If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?
 Yes
 No
 If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?
 Yes
 No
 N/A
 Please explain unless not applicable:

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	5	1	0	0
February	25	22.5	5	1	0	0
March	25	22.5	5	1	0	0
April	25	22.5	6	1	0	0
May	15	13.5	7	1	0	0
June	15	13.5	6	1	0	0
July	15	13.5	12	1	0	0
August	15	13.5	18	1	1	1
September	15	13.5	15	1	1	1
October	15	13.5	11	1	0	0
November	25	22.5	7	1	0	0
December	25	22.5	12	1	0	0

* Equals limit if limit is ≤ 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:	7	3	
Exceedances	2	2	
Points	14	6	
Total Number of Points		20	

20

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

We drained a storage tank that was septic, it had more solids than we knew.

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	9.4	9.4	.852	0	.663	.63	1.094	1.012	0
February	9.4	9.4	1.604	0	.648	.24	1.225	4.228	0
March	9.4	9.4	4.055	0	4.168	3.228	3.496	4.52	0
April	7.3	9.4	1.139	0	2.81	1.446	.298	.2	0
May	7.3	9.4	.336	0	1.04	.124	.174	.123	0
June	4.7	5.3	.083	0	.08	.114	.086	.068	0
July	4.7	5.3	.084	0	.04	.134	.074	.114	0
August	4.7	5.3	.151	0	.02	.118	.116	.308	0
September	4.7	5.3	.219	0	.14	.31	.196	.216	0
October	9.4	9.4	.38	0	.23	.323	.24	.33	0
November	9.4	9.4	2.61	0	.702	.96	1.85	5.06	0
December	9.4	9.4	7.536	0	6.19	5.79	11.492	6.458	1
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									1
Points:									0
Total Number of Points									0

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.236	1	0
February	1	0.220	1	0
March	1	0.270	1	0
April	1	0.232	1	0
May	1	0.341	1	0
June	1	0.312	1	0
July	1	0.350	1	0
August	1	0.682	1	0
September	1	0.826	1	0
October	1	0.947	1	0
November	1	0.575	1	0
December	1	0.607	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
 Publicly Distributed Exceptional Quality Biosolids
 Hauled to another permitted facility
 Landfilled
 Incinerated
 Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	2.9			3			4.7			5.7				0	0
Cadmium		39	85	.3			.55			.49			.74				0	0
Copper		1500	4300	146			126			220			210				0	0
Lead		300	840	8.3			11.5			17			17				0	0
Mercury		17	57	.13			.083			.14			.2				0	0
Molybdenum	60		75	2.5			2.3			2.8			3.8			0		0
Nickel	336		420	13.4			14.6			14			24			0		0
Selenium	80		100	<2.3			1.5			3			3.8			0		0
Zinc		2800	7500	159			113			230			330				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
 1-2 (10 Points)
 > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
 No (10 points)
 N/A - Did not exceed limits or no HQ limit applies (0 points)
 N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
 1 (10 Points)
 > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
 No (0 Points)

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3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2023 - 03/31/2023
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We do not land apply farmer does that.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2023 - 12/31/2023
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We do not land apply farmers do.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2023 - 06/30/2023
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We do not land apply, farmers do that.

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Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2023 - 09/30/2023
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We don't land apply; farmers do that.

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2023 - 12/31/2023
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We do not land apply farmers do that.

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	005
Method Date:	03/31/2023
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	005
Method Date:	12/31/2023
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

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Outfall Number:	005		
Method Date:	06/30/2023		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	005		
Method Date:	09/30/2023		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	005		
Method Date:	12/31/2023		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			
5.2 Was the limit exceeded or the process criteria not met at the time of land application?			
<input type="radio"/> Yes (40 Points) <input checked="" type="radio"/> No If yes, what action was taken? <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>			
6. Biosolids Storage			
6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?			
<input checked="" type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> < 90 days (40 Points) <input type="radio"/> N/A (0 Points) 6.2 If you checked N/A above, explain why. <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>			
7. Issues			
7.1 Describe any outstanding biosolids issues with treatment, use or overall management:			
<div style="border: 1px solid black; padding: 5px;">No issues</div>			

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"> ● Yes ○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"> ● Yes ○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"> ● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/> ○ No (40 points)<input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"> ● Yes ○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"> ● Yes <ul style="list-style-type: none"> ○ Paper file system ○ Computer system ● Both paper and computer system ○ No (10 points) 	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"> ● Yes ○ No 	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"> ● Excellent ○ Very good ○ Good ○ Fair ○ Poor <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px;"> <p>Been doing a lot of up grades.</p> </div>	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Last Updated: Reporting For:
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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

BRANDY L LEIS

Certification No:

31636

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen		X		
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	X

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A - Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A - Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff

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<input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input checked="" type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) If "None of the above" is selected, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 80%;" type="text" value="Samantha Linehan"/></p> <p>Telephone: <input style="width: 30%;" type="text" value="(608)374-7452"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 80%;" type="text" value="slinehan@tomahwi.gov"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2023"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2023"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																	
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 90%;" type="text" value="2,350,333.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="793,129.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="1,557,204.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 90%;" type="text" value="48,138.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 90%;" type="text" value="2,350,333.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	\$	<input style="width: 90%;" type="text" value="793,129.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 90%;" type="text" value="1,557,204.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 90%;" type="text" value="48,138.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 90%;" type="text" value="2,350,333.00"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	\$	<input style="width: 90%;" type="text" value="793,129.00"/>														
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 90%;" type="text" value="1,557,204.00"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 90%;" type="text" value="48,138.00"/>														

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$ 1,605,342.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 1,000,000.00

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phosphorous trading plan	\$33,100,000	2024
2	Rehab Final Clarifiers	\$200,000	2024
3	Replace UV system	\$225,000	2024
4	Replace sewer main on ET.	\$400,000	2024
5	Replace Polymer system	\$70,000	2025
6	Replace chemical pumps.	\$50,000	2024
7	Upgrade Oxidation Ditch	\$500,000	2025

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	8,226	
February	7,779	
March	9,127	
April	7,373	
May	6,268	
June	6,117	
July	5,099	
August	5,263	
September	5,330	
October	6,080	
November	7,020	
December	7,273	
Total	80,955	0
Average	6,746	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

We have our engineers working on eliminating one of ours.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	76,000	35.30	2,153	93.96	809	3,827
February	74,000	31.83	2,325	86.86	852	4,011
March	98,000	42.68	2,296	99.23	988	2,930
April	103,000	50.08	2,057	113.01	911	1,787
May	131,000	41.76	3,137	125.52	1,044	199
June	103,000	33.35	3,088	117.72	875	9
July	89,000	31.60	2,816	121.09	735	1
August	113,000	31.38	3,601	107.23	1,054	1
September	120,000	29.84	4,021	100.77	1,191	10
October	96,000	32.69	2,937	114.76	837	330
November	96,000	31.21	3,076	102.96	932	2,561
December	80,000	31.17	2,567	106.52	751	2,680
Total	1,179,000	422.89		1,289.63		18,346
Average	98,250	35.24	2,840	107.47	915	1,529

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

By Whom:

Describe and Comment:

Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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2023

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Ordinance chapter 62 sewers

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2023-12-18

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map
- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:

5/14/2024

2023

A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

local municipal code requirements

 Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	32	% of system/year
Root removal	.001	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	.001	% of system/year
Sewer line televising	25	% of system/year
Manhole inspections	42	% of system/year
Lift station O&M	13	# per L.S./year
Manhole rehabilitation	.03	% of manholes rehabbed
Mainline rehabilitation	.02	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

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5/14/2024 **2023**

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="24.06"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32"/>	Annual average precipitation (for your location)
<input type="text" value="55"/>	Miles of sanitary sewer
<input type="text" value="7"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="1"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="3"/>	Number of complaints
<input type="text" value="1.15"/>	Average daily flow in MGD (if available)
<input type="text" value="1.35"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.02"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.05"/>	Complaints (number/sewer mile)
<input type="text" value="1.2"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
Date	Location	Cause	Estimated Volume	
None reported				

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
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<p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <p>None</p>
<p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <p>Replace old sewers and installing sump pump lines.</p>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:

5/14/2024

2023

Grading Summary

WPDES No: 0021318

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	C	2	10	20
TSS	C	2	5	10
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	118
GRADE POINT AVERAGE (GPA) = 3.19				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 2023

Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = C

Effluent Quality: TSS: Grade = C

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 3.19

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: Reporting For:
5/14/2024 **2023**

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STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of 2025 curly leaf pondweed project and point intercept survey for Lake Tomah.

Summary and Background Information: This study will be required if weed harvesting is pursued. This will also provide the necessary data for decision making for the management of Lake Tomah. Signing of the contract ASAP will allow us to be scheduled in early spring to late summer.

Recommendation From: Lake Committee

Minutes Attached:

Yes No

Budget Account:

02-56910-2100

Fiscal Impact:

\$7,934 for 2025 budget

Staff Responsible for implementation:

Kirk Arity

Economic Impact:

TBD

Zoning/Rezoning Issues:

n/a

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued:

Highly unlikely

Recommendation: The Lake Committee recommends the approval of this expenditure for 2025.



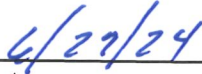
SET



Date



Department Director



Date

Committee: Committee of the Whole
Meeting Date(s): June 17, 2024

Minutes FOR LAKE COMMITTEE

A Lake Committee was held on **Monday, March 25, 2024 at 2:00 PM** in the 2nd Floor at City Hall, 819 Superior Avenue, Tomah, WI.

The meeting was called to order by Lamont Kiefer at 2:00 PM

Call to Order / Roll Call

Roll call was taken with Commissioners, Lamont Kiefer, Kim Mello, JoAnne Klinker, Duane Chapman, Lee Lang, John Rusch, JoAnne Klinker, and Kevin Arkeketa present. Also present, Director Kirk Arity, Bob Micheel, Jodi Lepsch, Warden Modjeski, Kurt Rasmussen and Tommy Hill.

Approve Minutes

Motion by Lang, second by Arkeketa to approve January 2024 Minutes. All ayes. Motion carried.

Discussion with DNR Representatives on Management Options for Lake Tomah

Questions were organized by the Committee and Jodi Lepsch from Wisconsin DNR went through the questions with the Committee and residence in attendance. There was input from Kurt Rasmussen who is a water quality biologist with the DNR and Tommy Hill who is a fish biologist with the DNR.

Adaptive Management

Bob Micheel gave an update on adaptive management. He stated the DNR recently hired Brad Robertson and he will handle any Ag related.

Climate Change Task Force Update

Bob Micheel gave an update on climate change task force. 6-8 farms in the county have planted cover crops. 27 weather stations in areas known for flooding. 70 well water samples were taken. Residents will receive their data in the mail and there will be an informational meeting at the end of April to go over results.

Warden Update

Warden Modjeski stated there have been no complaints in the last month. Ducks and geese are seen south of the buoy line in Lake Tomah.

Boat Dock Approvals

-None

Discussion on Ordinance Regarding Boat Dock Removals

Sec 30-84: Discussion on the possibility of rewriting the ordinance.

Tree Removals

Tree at the condos was removed. A resident approached the street dept about an oak tree on their property. The City will not remove the oak tree as it is still alive but the resident can trim the tree.

Chairman Updates/Upcoming Annual Committee Reorganization

JoAnn Klinker and John Rusch seats will be open 4/1/2024. John Rusch says he will retire from his position and has a recommendation for his seat once the mayoral election is complete. JoAnn Klinker expressed she would like to stay with the committee.

Future Meeting Date: April 18, 2024

No April meeting is needed. Next Lake Committee meeting will be May 16, 2024.

Adjourn Motion by Lang, second by Mello to adjourn at 4:08PM.



AGENDA FOR LAKE COMMITTEE

A Lake Committee meeting will be held on **Thursday, May 16, 2024 at 5:00 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cm1LVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

Dial by your location

1 312 626 6799

1. **Call to Order / Roll Call**

2. **Introduction of New Members**

3. **Elect Chair & Vice Chair**

4. **Approve Minutes**

[March 2024 Minutes](#)

5. **Adaptive Management**

6. **Climate Change Task Force Update**

7. **Warden Update**

8. **Lakes & Rivers Water Testing Training Seminar**

9. **Lake Tomah Management Plan**

10. **Golden Sands Weed Survey** * *Council Recommendation to expedite*

11. **Boat Dock Approvals**

12. **Discussion and Recommendation on Boat Dock Ordinance** *Council Recommendation **

13. **Kayak Launch Update**

14. **Chairman Updates**

15. **Future Meeting Date: July 18, 2024**

16. **Adjourn**

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

PROJECT BUDGET

2025 CLP Survey

Expenses	Amount of Expense
Labor: Travel, field work, reporting, & equipment decontamination* (2 staff)	\$1,650
Boat	\$300
Equipment	\$50
Mileage	\$107
Fuel	\$15
Total Project Expense	\$2,122
* Decontamination of equipment is required	

2025 Point-Intercept Survey

Expenses	Amount of Expense
Labor: Travel, field work, reporting, & equipment decontamination* (2 staff)	\$3,850
Boat	\$900
Equipment	\$50
Mileage	\$107
Fuel	\$30
Lodging & meals	\$648
Total Project Expense	\$5,585
* Decontamination of equipment is required	

Combined Total Project Expense

Expenses	Amount of Expense
CLP Survey Total Project Expense	\$2,122
PI Survey Total Project Expense	\$5,585
Total Project Expense	\$7,707

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Easement agreement approval – 625 W Veterans St.

Summary and Background Information: See attached staff report.

Recommendation From: Public Works and Utilities Commission

Minutes Attached:

Yes No

Budget Account: General Fund

Fiscal Impact: \$13,659.84

Staff Responsible for implementation: Director of Public Works and Utilities

Economic Impact: n/a

Zoning/Rezoning Issues: n/a

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued:

Recommendation:

The Public Works and Utilities Commission recommends approval of the easement agreement approval for 625 W. Veterans St.

Becki Weyer
SET

06/27/24
Date

K. Hoff
Department Director

6/27/24
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

THIS EASEMENT AGREEMENT (*Agreement*) is granted by **THE BIBLE EVANGELICAL FREE CHURCH, INC.**, (the *Owner*) to **CITY OF TOMAH** (the *Utility*).

RECITALS:

A. The Owner holds a property interest in certain real property located at 625 W. Veterans Street, Tomah, Monroe County, State of Wisconsin, and

B. The Utility has requested that the Owner grant a permanent easement (*the Utility and Drainage Easement*) and temporary construction easement over certain portions of the property as such portions are described on the attached and incorporated Exhibit A (*the Easement Area*).

AGREEMENT

For good and valuable consideration, which specifically includes the forgiveness by Utility of Owner's sidewalk/curb assessment associated with the construction improvement project described in paragraph 2, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Grant of Utility and Drainage Easement.** The Owner grants to the Utility, and its licensees, a perpetual utility and drainage easement (including the road right-of-way) as more particularly described upon the attached Exhibit A, to lay, construct, reconstruct, install, maintain, operate, supplement, and/or remove utility improvements, a drainage course and/or other related appurtenances that may from time to time be required, with the right of ingress and egress for the purpose of this grant over the Utility and Drainage Easement Area.

2. **Grant of Temporary Construction Easement.** The Owner grants to the Utility, and its licensees, a temporary construction easement along West Veterans Street (including the road right-of-way) as more particularly described upon the attached Exhibit A, to initially construct and install stormwater improvements in a manner determined by, and at the expense of, the Utility. The temporary construction easement shall terminate on October 1, 2024.

3. **Indemnification.** The Utility shall indemnify the Owner from and against all loss, costs (including reasonable attorney fees), injury, death, or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the Utility's activities conducted on the Property, regardless of the cause of the injury, except to the extent caused by the gross negligence or misconduct of the Owner or its agents or employees.

4. **Consistent Uses Allowed.** The Owner reserves the right to use the Easement Area and for purposes that will not interfere with the Utility's full enjoyment of the Easement rights granted in this Agreement.

5. **Restoration of Surface.** Unless otherwise set forth herein, the Utility shall restore the surface disturbed by any construction or maintenance of any equipment located within the Easement area or to its condition before the disturbance, subject to further agreement with Owner.

6. **Covenants Run with Land.** All the terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Owner and the Utility and their respective successors and assigns.

7. **Non-Use.** Non-use or limited use of the Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement rights to the fullest extent authorized in this Agreement.

8. **Governing Law.** This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.

9. **Entire Agreement.** This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Monroe County, Wisconsin.

10. **Notices.** All notices to either party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.

11. **Invalidity.** If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

12. **Waiver.** No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

13. **Enforcement.** Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party.

14. **Authority.** The undersigned represent they have the authority to execute the Agreement on behalf of the party represented by them, and that such party intends to be legally bound by the provisions herein.

**OWNER:
THE BIBLE EVANGELICAL FREE CHURCH, INC.**

Dated: 4/25/24

By: Frank Best
Frank Best, Chairman

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, May 22, 2024 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:30 PM by Paul Dwyer

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (P), Dean Peterson (A), Patrick Devine (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (P), Richard Yarrington (P).

Also present, Director Kirk Arity (P), Brandy Leis (P), Shane Rolff (A), Joe Kube (P), Jeff Marten (P). Nick, Christian and Brian Berquist from Town & Country (P).

Approve Minutes

Motion 1st by Glynn, 2nd by Yarrington. All ayes. Motioned carried.

Discussion Items

1. Airport Update

Steve Austin complimented Volk & Fort McCoy with working the traffic at Bloyer Field.

2. Public Information Meeting - 2026 North Glendale Ave Reconstruction Project

Brian & Christen explained DOT requirements and process. Looking to gather information from public.

3. Compliance Maintenance Annual Report

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

4. Sanitary Survey Response Approval

Motion by Glynn, second by Rice to approve the report. All ayes. Motion carried.

5. Easement Approval - 625 W Veterans St

Motion by Glynn, second by Greeno to approve the easement. All ayes. Motion carried.

6. Recommendation on Continuation of Large Item Service

Consensus to continue program with staff providing solutions.

7. Project Updates

Brian presented bills for current project. Motion by Yarrington, second by Rice to approve the payment of project bills. All ayes. Motion carried.

8. Building Code/Violation Report

Commission reviewed.

9. Payment of Monthly Water & Sewer Bills

a. Sewer- 1st by Glynn, 2nd by Rice to approve water bills as presented. All ayes. Motion carried.

b. Water-1st by Glynn, 2nd by Greeno to approve water bills as presented. All ayes. Motion carried.

10. Departmental Reports

SEWER – Bugs are back on track. Explained upset and measures taken to get back in compliance. Hauled out 10 loads of sludge. Wastewater appreciation day is Friday. 1.2 Million gallons this month.

WATER – 920,000 gallons. 71 properties left on pipe survey. Cross connections and water testing.

PUBLIC WORKS – 77 mattresses for large item pick up. Ahead of operations, painting, crack sealing, security cameras, brush pile, bull pen, skate park. Pot hole filling campaign with governor.

11. Director's Report

PSC report complete. Chip sealing. Working on large item options.

12. Future Meeting Date: June 26, 2024

Adjourn 1st by Glynn, 2nd by Rice at 6:29 PM.

Minutes written and submitted by Casey Kinnear

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Easement Approval – 625 W Veterans St

**Summary and background information:
(Appropriate documents attached)**

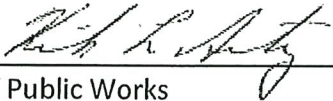
Attached is the easement agreement for 625 W Veterans St. The discharge from our retention pond flows over the property at 625 W Veterans St. The project presents a great opportunity to capture a permanent easement for the discharge of our storm water in this area.

Fiscal Note:

Forgiveness of assessment \$13,659.84 estimated.

Recommendation:

I recommend a recommendation to the Committee of the Whole for approval by the City Council.



Director of Public Works
Kirk Arity

5/15/2024

Date

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approve revision of 30-48 (A) &(B)

Summary and Background Information: to maximize the potential use of Lake Tomah. Proposed version to 30-48 (A)(B) would read as attached.

Recommendation From: Lake Committee

Minutes Attached:

Yes No

Budget Account: n/a

Fiscal Impact: n/a

Staff Responsible for implementation: Kirk Arity

Economic Impact: TBD

Zoning/Rezoning Issues: n/a

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued: None needed

Recommendation: The Lake Committee recommends approval of the attached ordinance revisions.

Rocki Weiser
SET

06/27/24
Date

[Signature]
Department Director

6/27/24
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

Sec. 30-84. Removal requirements; construction and anchoring specifications.

- (a) Date for removal. No dock may be placed in Lake Tomah before **April 1 of the calendar year, or at such time as all ice is melted, whichever is earlier, of the calendar year** and all docks must be removed by **October 15 November 1st** of the same calendar year.
- (b) Removal by city. Any dock or boat lift not removed by **October 15 November 1st** as required herein shall be removed by the city public works department at the expense of the property owner. The cost for removing the dock shall be the sole and exclusive responsibility of the property owner. If the property owner does not reimburse the city for the removal costs within 30 days after receiving an itemized statement of the removal costs from the city, the removal costs shall be attached as a special assessment to the property owner's real estate tax bill.
- (c) All docks shall be temporary structures and shall be capable of being removed by the property owner within a reasonable period of time after such a request by the city.
- (d) No dock shall exceed a maximum length of 24 lineal feet from the shore and a maximum length of 12' parallel to the shore as defined in section 30-80.
- (e) No dock shall be less than a minimum of 30 inches wide nor more than a maximum of 72 inches wide.
- (f) No dock shall include more than one boat lift per dock.
- (g) All docks must be framed with metal or treated wood in accordance with the normal and customary practices in the industry.
- (h) All docks must be securely anchored to the shoreline.
- (i) Any dock constructed or maintained by the city, or any agency thereof, on public areas shall be subject to the specifications approved by the public works and utilities commission and the lake district commissioners of the city.

(Code 1993, § 19.06(3) ; Ord. No. 2016-10-08-D, § 2, 10-11-2016; Ord. No. 2019-11-11-D, § 1, 11-12-2019)

ORDINANCE NO. _____

**Ordinance Amending Section 30-84 of the City of Tomah
Municipal Code**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 30-84 of the City of Tomah Municipal Code is hereby amended to read as follows:

Sec. 30-84. Removal requirements; construction and anchoring specifications.

- (a) Date for removal. No dock may be placed in Lake Tomah before April 1 of the calendar year, or at such time as all ice is melted, whichever is earlier, and all docks must be removed by November 1st of the same calendar year.
- (b) Removal by city. Any dock or boat lift not removed by November 1st as required herein shall be removed by the city public works department at the expense of the property owner. The cost for removing the dock shall be the sole and exclusive responsibility of the property owner. If the property owner does not reimburse the city for the removal costs within 30 days after receiving an itemized statement of the removal costs from the city, the removal costs shall be attached as a special assessment to the property owner's real estate tax bill.
- (c) All docks shall be temporary structures and shall be capable of being removed by the property owner within a reasonable period of time after such a request by the city.
- (d) No dock shall exceed a maximum length of 24 lineal feet from the shore and a maximum length of 12' parallel to the shore as defined in section 30-80.
- (e) No dock shall be less than a minimum of 30 inches wide nor more than a maximum of 72 inches wide.
- (f) No dock shall include more than one boat lift per dock.
- (g) All docks must be framed with metal or treated wood in accordance with the normal and customary practices in the industry.
- (h) All docks must be securely anchored to the shoreline.
- (i) Any dock constructed or maintained by the city, or any agency thereof, on public areas shall be subject to the specifications approved by the public works and utilities commission and the lake district commissioners of the city.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

SECTION THREE: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED:

Minutes FOR LAKE COMMITTEE

A Lake Committee was held on **Thursday, May 16, 2024 at 5:00 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

The meeting was called to order by Lamont Kiefer at 5:00 PM

Call to Order / Roll Call

Roll call was taken with Commissioners, Lamont Kiefer, Kim Mello, JoAnne Klinker, Duane Chapman, Lee Lang, Richard Yarrington, and Kevin Arkeketa present. Also present, Director Kirk Arity.

Introduction of New Members

Richard Yarrington is currently a city representative. John Rusch asked to step down. Lamont Kiefer took his place. JoAnne Klinker reinstated.

Elect Chair & Vice Chair

Yarrington nominated Lamont Kiefer for chair. Motion by Yarrington second by Lang for Kiefer to be chairperson. All ayes. Motion carried.

Chapman nominated Kim Mello for vice chair. Motion by Chapman second by Arkeketa for Mello to be vice chair. All ayes. Motion carried.

Approve Minutes

Motion by Klinker, second by Yarrington to approve amended March 2024 Minutes. All ayes. Motion carried.

Adaptive Management

Chapman has talked with Bob Micheel on funding. Being a CAFO somewhat eliminates their operation from support.

Climate Change Task Force Update

Nothing to report.

Warden Update

Nothing at this time.

Lakes & Rivers Water Testing Training Seminar

Lang and Kiefer to refresher course in Stevens Point. Water is clean as can be at 7.5 ft. Surface water temperature is 64.1 degrees and water temperature at the bottom is 64.7 degrees.

Lake Tomah Management Plan

Town & Country to survey lake bottom. Try to find someone to provide a mockup of the perfect lake. Committee will communicate on weed issues via informational boards.

Golden Sands Weed Survey

2022 was the last survey done. Motion by Chapman second by Yarrington to forward recommendation to Council for 2025 expenditure.

Boat Dock Approvals

None.

Discussion and Recommendation on Boat Dock Ordinance

Klinker recommends 2 weeks prior to April 1st. Yarrington recommends docks can be placed after ice is completely out. Motion by Klinker second by Yarrington to amend ordinance 30-84 to have docks in water after ice out and removed by November 1st. All ayes. Motion carried.

Kayak Launch Update

Joe Protz and Public Works will work jointly to install launch & concrete approach.

Chairman Updates

Discussed geese population. Observation of dead fish. NASA placed bouys.

Future Meeting Date: July 18, 2024

Adjourn Motion by Lang, second by Chapman to adjourn at 6:26 PM.

Written and submitted by Casey Kinnear

BUDGET TRANSFER REQUEST FORM LEVEL 3 \$10,000-\$24,999

BUDGET TRANSFER DESCRIPTION: Approve and amend the budget to cover the cost of a TID 11 street project. The cost of the project is covered by the 2024 increment.

Revenue Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget

Expenditure Budget Line(s) Amended:

Account Name	Account #	Original Budget	Budget Adjustment	Final Budget
TID 11 LAND AND BLDGS	20-57331-8200	\$0.00	\$17,250.50	\$17,250.50

SUBMITTED BY: *[Signature]*

DATE: 7/1/24

APPROVAL BY: *[Signature]* TREASURER

PROCESSED ON: _____

INVOICE

Wolf Concrete and Construction LLC

INVOICE # 2024-06

24850 County Hwy A
Tomah, WI 54660
Phone: 608-343-9611

Date: June 27, 2024

TO	City of Tomah Public Works & Utilities 819 Superior Ave. Tomah, WI 54660
----	-----------------------------------------------------------------------------------

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Mike Wolf			15 days

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	McLean Ave: # 01-53311-3406		
	30' x 5' Concrete Sidewalk, 4" thick	7.50	1,125.00
	W. Nott St: WATER - Due from		
	4' x 10' Concrete Sidewalk, 4" thick	8.25	330.00
	Vandervort St:		
	602' Curb & Gutter	27.25	16,404.50
	30' Radius Curb & Gutter	28.20	846.00
	20-57331-8200		

\$17,250.50

SUBTOTAL	\$ 18,705.50
SALES TAX	0
TOTAL	\$ 18,705.50

THANK YOU FOR YOUR BUSINESS!

PAYMENT DUE IN 15 DAYS! A 2% FINANCE CHARGE ADDED AFTER 30 DAYS!

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Adoption of Updated Permit Fee Schedule

Summary and Background Information:

City of Tomah plans to contract with General Engineering for the majority of its inspection services. As such, we must adopt their pricing models. The proposed fee schedule includes a 10% processing fee to be retained by the City.

Recommendation:

Approve the new schedule, effective August 1, 2024.

Molly Powell

Department Head/Director

July 9, 2024

Date

Committee: Committee of the Whole and/or Common Council

Meeting Date(s): July 16th, 2024

CITY OF TOMAH PERMIT FEE SCHEDULE

RESIDENTIAL: (One and Two Family)

1. Early Start	\$193.00
2. New (includes garage, decks & basements) + Impact Fee	\$0.31 per sq. ft. (Min. Fee \$847.00)
3. Manufactured & HUD Dwellings (plus mechanical costs)	\$424.00 plus \$0.31 per sq. ft. <small>For basements, attached garage and decks.</small>
4. Camping Units	\$303.00 (Includes State Insignia) + Mechanical Costs
5. State Seal	\$40.00
6. Additions	\$0.31 per sq. ft. (Min. Fee \$213.00) + Mechanical Costs
7. Remodels & Alterations	\$0.31 per sq. ft. (Min. Fee \$165.00) + Mechanical Costs
8. Accessory Buildings > 120 square feet	\$0.17 per sq. ft. (Min. Fee \$165.00)
9. Electrical (Including Service Upgrade)	\$165.00
10. Plumbing	\$116.00
11. HVAC	\$116.00
12. Pools: In Ground	\$303.00
Above Ground – No Deck (If w/ Deck, see item 13)	\$110.00
13. Decks	\$0.66 per sq. ft. (Min. Fee \$165.00)
14. New One- & Two-Family Erosion Control	\$138.00
15. Additions Erosion Control	\$105.00
16. Preliminary Inspection for Relocation of Structure	\$330.00
17. Occupancy (New One- & Two-Family)	\$85.00
18. Re-Inspection for Corrective Actions Ordered	\$85.00 Each
19. Solar PV Systems Installation	
a. System Rating AC: 0.1kW-15kW	\$374.00
b. System Rating AC: Over 15kW	\$374.00 plus \$16.50 per kW over 15kW

COMMERCIAL CONSTRUCTION:

- 1. Early Start \$275.00
- 2. New Construction & Additions:
 - Multi-Family (3 family or more), Restaurants, Motels, Offices, CBRF, Taverns, Mercantile, Assembly Halls, Manufacturing and Industrial, Schools, Hospitals, Institutional, and Vehicle Repair and Storage, etc.

	Construction: \$0.19 per sq ft (Min. Fee \$275.00)
	Electrical: \$0.08 per sq. ft.
	Plumbing: \$0.08 per sq. ft.
	HVAC: \$0.08 per sq. ft.
- 3. Minimum Plumbing or HVAC Fee \$165.00
- 4. Minimum Electrical Fee \$220.00
- 5. Remodel \$0.13 per sq. ft. (Min. Fee \$275.00)
Plus Mechanical Costs
- 6. New Construction, Additions or Remodel for Storage Buildings or Shell Buildings \$0.11 per sq. ft. (Min. Fee \$275.00)
Plus Mechanical Costs
- 7. Erosion Control \$275.00 for the first acre &
\$66.00 per acre thereafter
- 8. Solar PV Systems Installation
 - System Rating AC: 0.1kW – 25kW \$495.00
 - System Rating AC: 25.1kw – 50kW \$495 plus \$16.50/kW over 25kW
 - System Rating AC: 50.1kW – 100kW \$910 plus \$11/kW over 50kW
 - System Rating AC: 100kW – 200kW \$1,450 plus \$8/kW over 100kW
 - System Rating AC: 200kW – 1MW \$2,225 plus \$2.25/kW over 200kW
 - System Rating AC: Over 1MW \$3,985 plus \$275.50/MW over 1MW
- 9. Installation/Modification/Replacement of Fire Alarm System
 - First 10 Smoke/Heat Detectors \$100.00
 - Each additional Smoke/Heat Detectors _____ X \$4.00
 - Acceptance Test Fee (choose one)
 - 1-10 Detectors \$125.00
 - 11-49 Detectors \$225.00
 - 60-99 Detectors \$335.00
 - 100 or more Detectors \$425.00
 - Alarm Panel Only \$150.00
- 10. Installation/Modification/Replacement of Fire Sprinkler Suppression System
 - First 20 heads \$150.00
 - Each additional 50 heads or fraction thereof _____ X \$150.00
 - Acceptance test fee – First 20 heads \$125.00
 - For each additional 50 heads or fraction thereof _____ X \$50.00
 - Acceptance test fee – Fire pump \$200.00

MISCELLANEOUS FEE

Sign Permit	\$40.00
Fence Permit	\$20.00
Shed Permit < 120 sq. feet	\$15.00
Board of Appeals – 17.80(5)(d)	\$125.00
Conditional Use Permit – 17.30	\$125.00
Raze/Demo	\$83.00

NOTE: Gross square foot calculations are based on the dimensions of the building from the exterior faces of the exterior walls, of each finished floor level and the garage. Unfinished basements, in one- and two-family dwelling or portions thereof are not included in this calculation.

NOTE: All fees in fractions of a dollar shall be rounded to the next full dollar.

***\$300.00 Impact Fee for Single Family Dwelling - \$500.00 for Two Family Dwellings **\$200.00 Impact Fee for each unit in Multi-Family Dwellings ≥ 3 units**

***FEES WILL BE DOUBLED FOR WORK COMMENCED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT BY THE INSPECTION DEPARTMENT.**

CITY OF TOMAH
FEE COMPARISON
CURRENT FEES COMPARED TO PROPOSED FEES

RESIDENTIAL (ONE AND TWO FAMILY)			
		CURRENT FEE	PROPOSED W/ CITY FEE
NEW DWELLING		\$0.30 PER SQ FT	\$0.31 PER SQ FT (\$847 MIN)
ADDITIONS		\$0.30 PER SQ FT	\$0.31 PER SQ FT (\$213 MIN)
ALTERATIONS		\$10/\$1,000 PROJECT VALUATION	\$0.31 PER SQ FT (\$165 MIN) + MECHANICAL COSTS
ACCESSORY BUILDINGS > 120 SQ FT		\$0.12 PER SQ FT	\$0.17 PER SQ FT (\$165 MIN)
STATE SEAL	\$	35.00	\$ 40.00
EARLY START			\$ 193.00
OCCUPANCY	\$		\$ 85.00
IMPACT FEES			
SINGLE FAMILY	\$	300.00	\$ 300.00
TWO FAMILY DWELLING	\$	500.00	\$ 500.00
MULTI-FAMILY DWELLING (>2)		\$200 / DWELLING	\$200 / DWELLING
		CURRENT FEE	PROPOSED W/ CITY FEE
RESIDENTIAL PLUMBING			
UP TO \$1,000	\$	35.00	\$ 116.00
\$1,001 - \$2,500	\$	50.00	\$ 116.00
\$2,501-\$4,000	\$	55.00	\$ 116.00
\$4,001 - \$6,000	\$	60.00	\$ 116.00
\$6,001 - \$8,000	\$	65.00	\$ 116.00
\$8,001 - \$10,000	\$	70.00	\$ 116.00
Over \$10,000		\$70.00 + \$4.00 PER THOUSAND IN EXCESS OF \$10,000	\$ 116.00
		CURRENT FEE	PROPOSED W/ CITY FEE
RESIDENTIAL ELECTRIC			
UP TO \$1,000	\$	35.00	\$ 165.00
\$1,001 - \$2,500	\$	50.00	\$ 165.00
\$2,501-\$4,000	\$	55.00	\$ 165.00
\$4,001 - \$6,000	\$	60.00	\$ 165.00
\$6,001 - \$8,000	\$	65.00	\$ 165.00
\$8,001 - \$10,000	\$	70.00	\$ 165.00
Over \$10,000		\$70.00 + \$4.00 PER THOUSAND IN EXCESS OF \$10,000	\$ 165.00
		CURRENT FEE	PROPOSED W/ CITY FEE
RESIDENTIAL HVAC			
UP TO \$1,000	\$	35.00	\$ 116.00
\$1,001 - \$2,500	\$	50.00	\$ 116.00
\$2,501-\$4,000	\$	55.00	\$ 116.00
\$4,001 - \$6,000	\$	60.00	\$ 116.00
\$6,001 - \$8,000	\$	65.00	\$ 116.00
\$8,001 - \$10,000	\$	70.00	\$ 116.00
Over \$10,000		\$70.00 + \$4.00 PER THOUSAND IN EXCESS OF \$10,000	\$ 116.00

***IMPACT FEES TO REMAIN THE SAME AND TO BE CHARGED BY CITY**

COMMERCIAL				
	<u>CURRENT FEE</u>		<u>PROPOSED W/ CITY FEE</u>	
MANUFACTURING		\$0.20 PER SQ FT		\$0.19 PER SQ FT (MIN \$275)
LOCAL BUSINESS, OFFICE BLDGS OR ADDITIONS THERETO		\$0.22 PER SQ FT		\$0.19 PER SQ FT (MIN \$275)
MULTI-FAMILY BLDGS		\$0.22 PER SQ FT		\$0.19 PER SQ FT (MIN \$275)
EARLY START			\$	275.00
FOOTING AND FOUNDATION ONLY	\$	125.00		INCLUDED
OCCUPANCY PERMIT	\$	25.00		INCLUDED
	<u>CURRENT FEE</u>		<u>PROPOSED W/ CITY FEE</u>	
COMMERCIAL ELECTRIC				
UP TO \$1,000	\$	135.00		\$0.08 PER SQ FT
\$1,001 - \$2,500	\$	150.00		\$0.08 PER SQ FT
\$2,501-\$4,000	\$	155.00		\$0.08 PER SQ FT
\$4,001 - \$6,000	\$	160.00		\$0.08 PER SQ FT
\$6,001 - \$8,000	\$	165.00		\$0.08 PER SQ FT
\$8,001 - \$10,000	\$	170.00		\$0.08 PER SQ FT
Over \$10,000		\$170.00 + \$4.00		\$0.08 PER SQ FT
		PER THOUSAND IN EXCESS OF \$10,000		
	<u>CURRENT FEE</u>		<u>PROPOSED W/ CITY FEE</u>	
COMMERCIAL PLUMBING/HVAC				
UP TO \$1,000	\$	35.00		\$0.08 PER SQ FT
\$1,001 - \$2,500	\$	50.00		\$0.08 PER SQ FT
\$2,501-\$4,000	\$	55.00		\$0.08 PER SQ FT
\$4,001 - \$6,000	\$	60.00		\$0.08 PER SQ FT
\$6,001 - \$8,000	\$	65.00		\$0.08 PER SQ FT
\$8,001 - \$10,000	\$	70.00		\$0.08 PER SQ FT
Over \$10,000		\$70.00 + \$4.00		\$0.08 PER SQ FT
		PER THOUSAND IN EXCESS OF \$10,000		
	<u>OTHER FEES</u>		<u>PROPOSED W/ CITY FEE</u>	
	<u>CURRENT FEE</u>		<u>PROPOSED W/ CITY FEE</u>	
RE-INSPECTIONS	\$	25.00	\$	85.00
SIGN PERMIT	\$	40.00	\$	40.00
DEMO PERMIT	\$	30.00	\$	83.00
BUILDING MOVE PERMIT	\$	50.00	\$	330.00
FENCE PERMIT	\$	20.00	\$	20.00
DECK PERMIT	\$	35.00		\$0.66PER SQ FT (\$165 MIN)
SHED PERMIT <150 SQ FT	\$	15.00		N/A
WISCONSIN SEAL	\$	35.00	\$	40.00
BOARD OF APPEALS	\$	125.00	\$	125.00
CONDITIONAL USE PERMIT	\$	125.00	\$	125.00

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of ARPA funds for the purchase of seven (7) handicapped accessible voting booths

Summary and Background Information:

In the April 2024 election, Wisconsin voters approved two referendums that change the state Constitution to prohibit clerks from using private grants to administer elections and add that only appointed election officials can perform tasks to conduct elections. The Clerk’s office has been writing and receiving grants for the past few years to accumulate enough handicapped accessible voting booths for all elections. Because of the new ruling, the Clerk is asking for Council approval for the purchase of seven new handicapped accessible voting booths to have enough to service the community for the November Presidential election.

Recommendation From:

Senior Executive Team

Minutes Attached:

Yes No

Budget Account:

- 19-43300
- 19-57140-8300
- 01-51440-3400

Fiscal Impact:

The total cost of seven booths is \$6,993.00 before shipping. Total request is for \$7250.00 to account for shipping costs.

Staff Responsible for implementation:

City Clerk

Economic Impact:

Increase diversity and inclusion by providing additional handicapped accessibility to the public during elections.

Zoning/Rezoning Issues:

None.

Supports Organizational Goals:

Yes No

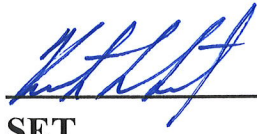
Questions from SET:

Grants Pursued/Opportunity Pursued:

None.

Recommendation:

Approval of use of \$7250 in ARPA funds for the purchase of seven handicapped accessible voting booths.



SET

7/8/2024
Date



Department Director

7/8/24
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s): 07/15/2024 and 07/16/2024



(https://inclusionsolutions.com/wp-content/uploads/2017/09/PakFlatt-Franklin-2011.jpg)



(https://inclusionsolutions.com/wp-content/uploads/2017/05/Franklin-voting-booth-2-min.jpg)



4 Station Franklin Voting Booth

Universally designed 4 Station Voting Booth. Sole Source item.

Price: \$999.00

1

ADD TO CART

SKU: 4SFRKLN

DESCRIPTION

Innovative and easily-assembled booth has four stations for voters and provides complete privacy

Accessible

- Universal design: all voters – with and without disabilities – vote at the same booth
- Booth meets all ADA and ADAAG standards for width, approach, and clearance, and includes one lowered station
- Eligible for accessibility grants
- Custom configurations available

Simple Storage and Setup

- No pieces to lose – all booths are self-contained
- Durable, easy to set up: one-piece construction (legs collapse inside booth)
- Packs small for storage – requires only 30% of the space of other booth types

Efficient

- Reduce lines with ultra-efficient 4-station design
- Meets statewide "per voter" booth requirements
- Can be set up as 2, 3, or 4 station booths depending on precinct configuration

Durable

- Automotive-grade aluminum makes it the most indestructible booth on the market
- Shelf supports over 200 lbs.

Proven

- Over 25,000 booths in use in 44 states (and counting)
- Consistent response from election officials, voters and poll workers that the Franklin is the best booth they have ever experienced

DIMENSIONS

+

VIDEO

+

INSTRUCTIONS & OTHER DOCUMENTATION

+

You May Also Like...

[Flexible Clip on Voting Booth Light \(Pack of 4\)](#)

SHOP

(https://inclusionsolutions.com/product/flexible-clip-on-voting-booth-light-pack-of-4/)

bSTAFF COMMITTEE PREPARATION REPORT

Agenda Item: Easement agreement approval – 621 Pearl St.

Summary and Background Information: See attached staff report.

Recommendation From: Public Works and Utilities Commission

Minutes Attached:

Yes No

Budget Account: General Fund

Fiscal Impact: \$1,653.75

Staff Responsible for implementation: Director of Public Works and Utilities

Economic Impact: n/a

Zoning/Rezoning Issues: n/a

Supports Organizational Goals:

Yes No

Questions from SET:

Grants Pursued/Opportunity Pursued:

Recommendation:

The Public Works and Utilities Commission recommends approval of the easement agreement approval for 621 Pearl St.

Kirk Anby
SET

7/9/24
Date

Kirk Anby
Department Director

7/9/24
Date

Committee: Committee of the Whole and/or Common Council
Meeting Date(s):

AGREEMENT

This Agreement entered on the ____ day of _____, 2024, by and between **GARY C. THOMSON** and **JESSIE L. THOMSON** (hereinafter “**LANDOWNER**”) and the **CITY OF TOMAH** (hereinafter “**CITY**”).

WHEREAS, LANDOWNER is owner of certain land located at 621 Pearl Street, Tomah, Monroe County, Wisconsin which is subject to sidewalk, curb and gutter assessments resulting from the City’s 2024 May Street Improvement Project; and

WHEREAS, CITY is desirous of having access to **LANDOWNER’s** private property for the purpose of reshaping the terrain in advance of the sidewalk and curb and gutter installation to eliminate the need of a retaining wall; and

WHEREAS, CITY is willing to waive the sidewalk and curb and gutter improvement assessments in exchange for **LANDOWNER** permitting access to reshape the terrain in a manner that will eliminate the need of a retaining wall.

NOW, THEREFORE, in consideration of the foregoing, and of the terms, covenants and conditions hereinafter set forth, each of the parties agrees as follows:

1. **LANDOWNER** agrees to permit the staff and/or agents of the **CITY** to have access to their property located at 621 Pearl Street as needed to reshape the terrain in a manner determined by **CITY** that permits the installation of the sidewalk, curb, and gutter without having to install a retaining wall. Attached hereto, and marked Exhibit A, are pictures illustrating the area of intended disturbance as agreed upon between the parties.

2. **CITY** agrees to waive all assessments for the 2024 May Street Improvement Project benefiting parcel number 286-01614-0000.

3. **CITY** shall indemnify **LANDOWNER** from and against all loss, costs (including reasonable attorney fees), injury or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the **CITY’s** activities conducted on the Property, except to the extent caused by the gross negligence or misconduct of **LANDOWNER, its agents, or invitees.**

4. This Agreement shall be binding upon and inure to the benefit of the parties, their respective representatives, predecessors, successors, heirs, assigns, officers, and directors. All parties agree that this Agreement may be used as evidence in a subsequent proceeding solely for the purpose of demonstrating a breach of this Agreement.

5. The failure of either party, at any time, to insist upon performance or observance of any term, covenant, agreement, or condition contained in this Agreement shall not be construed as a release of any right of the parties hereunder or as a waiver of any right to enforce any term, covenant, agreement, or condition herein contained.

6. The parties agree that the Agreement shall be interpreted and governed by the laws of the State of Wisconsin, without regard to any conflict of law principles. The parties agree that any litigation relating to or arising out of this Agreement, or regarding the interpretation, validity and/or enforceability of this Agreement, shall be filed and conducted in the state or federal court with jurisdiction over the matter which is closest to Tomah, Wisconsin.

7. This instrument constitutes and contains the entire Agreement and understanding between the parties concerning the subject matter of this Agreement, and supersedes all prior negotiations, proposed agreements, or understandings, if any, among the parties concerning any of the provisions of this Agreement.

LANDOWNER

Dated: _____

By: _____
Gary C. Thomson

Dated: _____

By: _____
Jessie L. Thomson

CITY

Dated: _____

By: _____
Paul Dwyer, Mayor

Dated: _____

By: _____
Rebecca Weyer, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Approval of Agreement between Gary and Jessie Thomson.

**Summary and background information:
(Appropriate documents attached)**

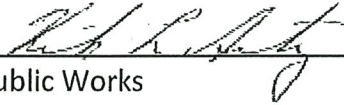
The sidewalk improvements on May St specifically at 621 Pearl property, requires a retaining wall. We propose to waive the assessment if the property owner allows grading of private property to avoid the need for a retaining wall.

Fiscal Note:

\$1,653.75

Recommendation:

I recommend the approval of the agreement as presented at the June PW&U Commission Meeting.



Director of Public Works
Kirk Arity

6/20/2024

Date

PRELIMINARY ASSESSMENTS

2018 SIDEWALK

<u>Property Address & Parcel Number</u>	<u>Owner Name and Address</u>	<u>Total Footage</u>	<u>Assessable Feet of Sidewalk</u>	<u>Assessable Feet of Curb and Gutter</u>	<u>Cost of Sidewalk @ \$15.50/Lineal Foot</u>	<u>Cost of Curb & Gutter @ \$9.45/Lineal Foot</u>
1 621 PEARL ST TOMAH WI 54660 286-01614-0000	GARY C. THOMSON JESSIE L. THOMSON 621 PEARL ST	283.00	108.00	175.00	\$1,674.00	\$1,653.75

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, June 26, 2024 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Meeting was called to order at 5:31 PM Dean Peterson

Call to Order - Roll Call

Quorum Present (YES)

John Glynn (A), Dean Peterson (P), Patrick Devine (P), Brian Rice (P), Kerwin Greeno (P), Mayor Paul Dwyer (A), Richard Yarrington (P).

Also present, Director Kirk Arity (P), Brandy Leis (A), Shane Rolff (A), Joe Kube (P), Jeff Marten (P). Nick and Brian Berquist from Town & Country (P).

Motion by Yarrington, second by Rice to assign Dean Peterson as chairperson for the meeting. All ayes. Motion carried.

Approve Minutes

Motion 1st by Rice, 2nd by Devine. All ayes. Motioned carried.

Discussion Items

1. Airport Update

All OK. Gas prices updated.

2. Approval of Alley Closure for Event

Motion by Yarrington, second by Devine to approve the alley closure. All ayes. Motion carried.

3. Approval of Agreement between Gary and Jessie Thomson

Motion by Greeno, second by Rice to approve agreement. All ayes. Motion carried.

4. Project Updates

ET project is halfway done and going well.

Motion by Greeno, second by Rice to approve payment of City's portion. All ayes. Motion carried.

5. Building Code/Violation Report

Commission Reviewed. Add addresses to permit report.

6. Payment of Monthly Water & Sewer Bills

a. Sewer- 1st by Yarrington, 2nd by Greeno to approve water bills as presented. All ayes. Motion carried.

b. Water- 1st by Yarrington, 2nd by Rice to approve water bills as presented. All ayes. Motion carried.

7. Departmental Reports

a. Sewer- Average flow for the month was 1.34 million gallons per day. Rain levels for the month were 4.84 inches. Two infiltration pumps out for repair. Curry Street sewer main broke. Second clarifier being blasted for paint.

b. Water- 1.3 million gallons per day. Water repair on Glendale & Arthur. 52 properties to ID water pipes left and will start shutting properties off. VA running chillers and using average 650,000 gallons a day. Berry Ave water leak caused by bolts rusting off. Grassman and

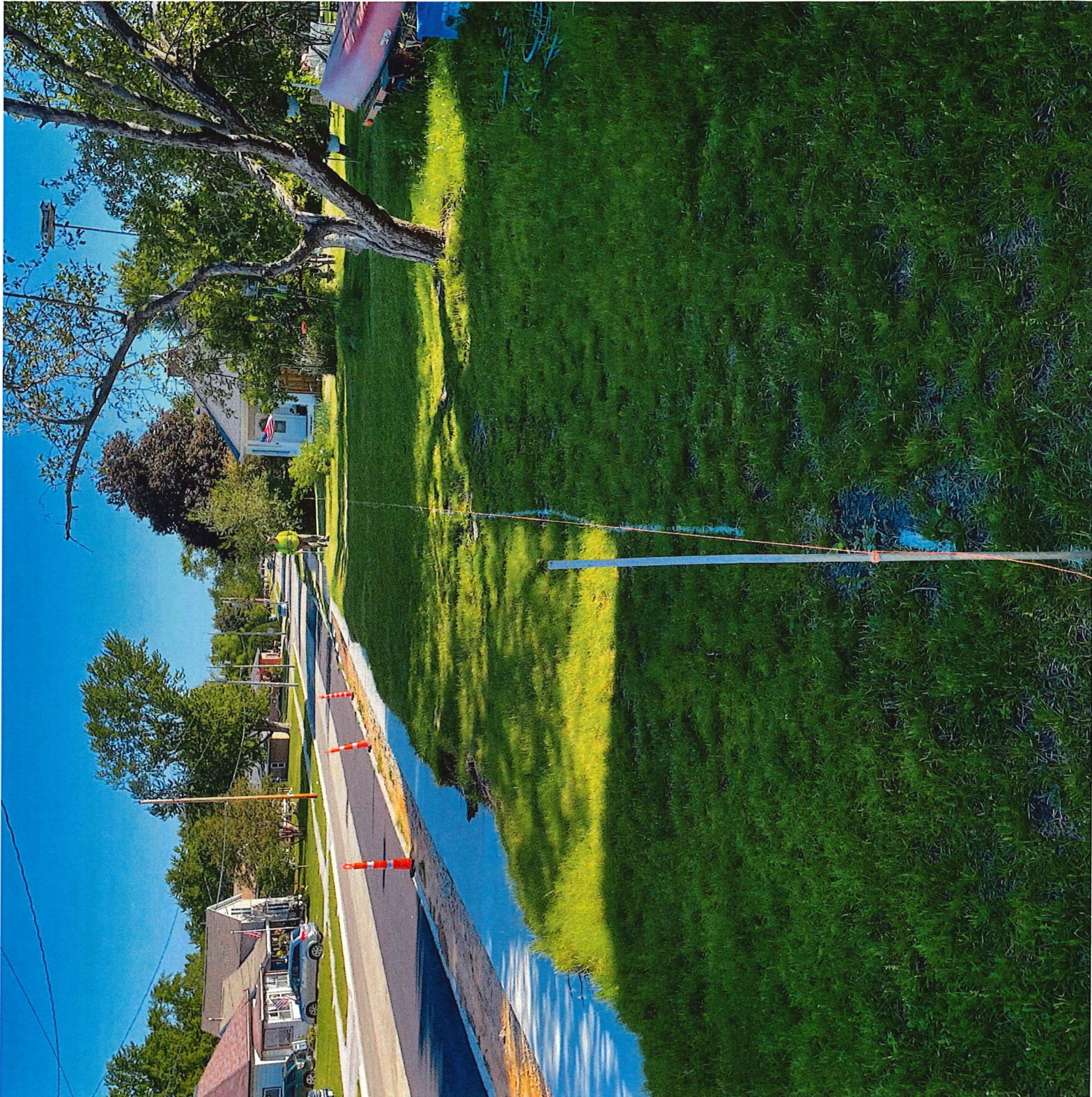
Public Works Commission – June 26, 2024**Page 2**

Kristie leak was caused by a company boring into the line. Pin hole in line for 213 W Nott St. New motor for well 10.

- c. Public Works- Support for water leaks. Fixing ruts at rec park. Fahrner done with chip sealing and will start on fogging. Curb on Vandervort. Bank parking lot construction has started. Asphalt plant will not be back up and running until July 16th. Bank parking lot will be finished once plant opens back up.
8. Director's Report – Bank parking lot is the start of municipal parking lots being redone. Discussions on large items are ongoing. Another electronics recycling day in the pool parking lot is being discussed. New garbage truck has arrived.
9. Future Meeting Date: July 24, 2024

Adjourn 1st by Rice, 2nd by Devine at 6:09 PM.

Minutes written and submitted by Casey Kinnear







RESOLUTION NO : _____

RESOLUTION AUTHORIZING
PAYMENT OF MONTHLY BILLS

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

1. Pre-Paid Checks:	2024	\$1,591,488.11	Check #'s:	145061	145089
				145099	145197
2. Payroll:		\$327,051.20	Dir Dep #'s:	9302838	9303114
3. Wire/ACH Transfers:		\$466,725.16			
4. Invoices:		\$38,343.95			
	Total:	<u>\$2,423,608.42</u>			

Mayor

Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

July 15, 2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
ALL AMERICAN DO-IT CENTER							
27	ALL AMERICAN DO-IT CENTER	63025/3	63025/3	07/17/2024	01-53311-3405 HWY/ST MAINT OP SU	61.27	
Total ALL AMERICAN DO-IT CENTER:						61.27	
ASSOCIATED APPRAISAL CONSULTANTS							
2403	ASSOCIATED APPRAISAL CON	175205	175205	07/17/2024	01-51530-2100 ASSESSOR PROF SER	3,877.03	
Total ASSOCIATED APPRAISAL CONSULTANTS:						3,877.03	
B.J. RICE ENTERPRISES INC.							
2654	B.J. RICE ENTERPRISES INC.	1386	1386	07/17/2024	08-57140-8200 CAP PROJECT BLDGS	7,815.76	
Total B.J. RICE ENTERPRISES INC.:						7,815.76	
BAKER & TAYLOR LLC							
69	BAKER & TAYLOR LLC	2038380951	2038380951	07/17/2024	10-55110-3420 LIBRARY ADULT DEPT	252.90	
69	BAKER & TAYLOR LLC	2038380951	2038380951	07/17/2024	10-55110-3460 LIBRARY CHILDRENS	79.32	
Total BAKER & TAYLOR LLC:						332.22	
CANON FINANCIAL SERVICES INC							
2287	CANON FINANCIAL SERVICES I	33239333	33239333	07/17/2024	01-51420-2900 CITY CLERK SERVICE	49.86	
Total CANON FINANCIAL SERVICES INC:						49.86	
CINTAS CORPORATION							
2302	CINTAS CORPORATION	5217827445	5217827445	07/17/2024	01-53311-2900 HWY/ST MAINT SERVI	112.43	
Total CINTAS CORPORATION:						112.43	
CULLIGAN							
29	CULLIGAN	58809755810-	588-09755810-4 JUNE 24	07/17/2024	01-51600-3400 GENERAL BLDGS OPE	20.20	
29	CULLIGAN	58810014769-	58810014769-7	07/17/2024	01-51600-3400 GENERAL BLDGS OPE	16.95	
Total CULLIGAN:						37.15	
EO JOHNSON CO							
220	EO JOHNSON CO	INV1564513	INV1564513	07/17/2024	12-55500-2900 SR & DISAB SERVICE	198.90	
220	EO JOHNSON CO	INV1564875	INV1564875	07/17/2024	10-55110-2900 LIBRARY SERVICE CO	132.36	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
Total EO JOHNSON CO:						331.26	
GREATER TOMAH AREA CHAMBER							
634	GREATER TOMAH AREA CHAM	10897	10897	07/17/2024	01-51100-3250 LEGISLATIVE ASOC D	4,600.00	
Total GREATER TOMAH AREA CHAMBER:						4,600.00	
HAGEN SPORTS NETWORK							
299	HAGEN SPORTS NETWORK	JULY 2024	JULY 2024	07/17/2024	01-51100-3200 LEGISLATIVE PUB & S	375.00	
Total HAGEN SPORTS NETWORK:						375.00	
HARTJE TIRE & SERVICE CENTER							
305	HARTJE TIRE & SERVICE CENT	2019624	2079624	07/17/2024	01-53311-3502 HWY/ST MAINT R&M -	492.70	
Total HARTJE TIRE & SERVICE CENTER:						492.70	
MACQUEEN EQUIPMENT LLC							
1757	MACQUEEN EQUIPMENT LLC	P34447	P34447	07/17/2024	01-53311-3502 HWY/ST MAINT R&M -	1,069.18	
Total MACQUEEN EQUIPMENT LLC:						1,069.18	
MEDLINE INDUSTRIES, INC.							
2124	MEDLINE INDUSTRIES, INC.	2324656281	IV SET PRIMARY 2 SS BCV 20 GTT	07/01/2024	03-52300-3402 AMBULANCE OPER -	295.26	
Total MEDLINE INDUSTRIES, INC.:						295.26	
MISSISSIPPI WELDERS SUPPLY COMPANY INC							
442	MISSISSIPPI WELDERS SUPPL	1776467	CYLINDERS	07/02/2024	03-52300-3400 AMBULANCE OPERATI	12.60	
442	MISSISSIPPI WELDERS SUPPL	509699	COMPRESSED OXYGEN	07/01/2024	03-52300-3400 AMBULANCE OPERATI	101.67	
Total MISSISSIPPI WELDERS SUPPLY COMPANY INC:						114.27	
TOMAH WATER & SEWER UTILITY							
658	TOMAH WATER & SEWER UTILI	67101.01 7.24	67101.01	07/17/2024	12-55500-2220 SR & DISAB UTIL-W&S	35.06	
Total TOMAH WATER & SEWER UTILITY:						35.06	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	GL Account and Title	Net Invoice Amount	Date Paid
WISCONSIN SUPREME COURT							
752	WISCONSIN SUPREME COURT	REGISTRATIO	REGISTRATION MUNICIPAL COURT C	07/17/2024	01-51200-3350 JUDICIAL TRAINING	40.00	
Total WISCONSIN SUPREME COURT:						40.00	
WOLF CONCRETE & CONSTRUCTION LLC							
770	WOLF CONCRETE & CONSTRU	2024-06	MCLEAN AVENUE	07/02/2024	01-53311-3406 HWY/ST MAINT OP SU	1,125.00	
770	WOLF CONCRETE & CONSTRU	2024-06	W. NOTT STREET - DUE FROM WATE	07/02/2024	01-15610 DUE FROM WATER	330.00	
770	WOLF CONCRETE & CONSTRU	2024-06	VANDERVORT STREET	07/02/2024	20-57331-8200 TID 11 LAND AND BUIL	17,250.50	
Total WOLF CONCRETE & CONSTRUCTION LLC:						18,705.50	
Grand Totals:						38,343.95	

Dated: _____

Mayor: _____ Dwyer, Paul

- City Council: _____ Glynn, John
- _____ Pater, Nellie
- _____ Peterson, Dean
- _____ Devine, Patrick
- _____ Scholze, Travis
- _____ Hart, Nicole
- _____ Yarrington, Richard
- _____ Zabinski, Shawn

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145061										
06/24	06/13/2024	145061	24	AIRGAS USA LLC	550989336	1	01-53311-2900	.00	146.06	146.06
Total 145061:								.00		146.06
145062										
06/24	06/13/2024	145062	27	ALL AMERICAN DO-IT CENTER	62190/3	1	01-53311-3404	.00	23.99	23.99
06/24	06/13/2024	145062	27	ALL AMERICAN DO-IT CENTER	A10012/4	1	01-53311-3508	.00	407.79	407.79
Total 145062:								.00		431.78
145063										
06/24	06/13/2024	145063	74	BAN-KOE COMPANIES	409547	1	01-51600-2900	.00	897.01	897.01
06/24	06/13/2024	145063	74	BAN-KOE COMPANIES	6577	1	01-51600-2900	.00	389.00	389.00
Total 145063:								.00		1,286.01
145064										
06/24	06/13/2024	145064	81	BERNIE BUCHNER INC	884479	1	01-51600-2900	.00	960.00	960.00
Total 145064:								.00		960.00
145065										
06/24	06/13/2024	145065	2302	CINTAS CORPORATION	5213884492	1	01-55200-3400	.00	149.01	149.01
Total 145065:								.00		149.01
145066										
06/24	06/13/2024	145066	2644	CITY OF ELROY	2024060463	1	01-55402-3400	.00	125.00	125.00
Total 145066:								.00		125.00
145067										
06/24	06/13/2024	145067	436	CONSOLIDATED ENERGY COM	119 04.24	1	01-55200-3400	.00	130.76	130.76
06/24	06/13/2024	145067	436	CONSOLIDATED ENERGY COM	119 05.24	1	01-55200-3400	.00	223.61	223.61
06/24	06/13/2024	145067	436	CONSOLIDATED ENERGY COM	119 06.24	1	01-55200-3400	.00	260.63	260.63
06/24	06/13/2024	145067	436	CONSOLIDATED ENERGY COM	121 05.24	1	01-53311-3401	.00	15.72	15.72

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145067:								.00		630.72
145068										
06/24	06/13/2024	145068	29	CULLIGAN	5881001809	1	01-55402-3400	.00	59.05	59.05
Total 145068:								.00		59.05
145069										
06/24	06/13/2024	145069	204	DOG WASTE DEPOT	713061	1	01-55200-3400	.00	512.91	512.91
Total 145069:								.00		512.91
145070										
06/24	06/13/2024	145070	255	FIRST SUPPLY LLC-LA CROSSE	358091-00	1	01-55200-3400	.00	180.96	180.96
06/24	06/13/2024	145070	255	FIRST SUPPLY LLC-LA CROSSE	60724-99	1	01-55200-3400	.00	5.00	5.00
Total 145070:								.00		185.96
145071										
06/24	06/13/2024	145071	1368	FLOW TECH PLUMBING	2024-17	1	01-55200-3500	.00	2,667.00	2,667.00
Total 145071:								.00		2,667.00
145072										
06/24	06/13/2024	145072	284	GRANGERS LLC	202487	1	01-55200-3400	.00	95.99	95.99
Total 145072:								.00		95.99
145073										
06/24	06/13/2024	145073	349	J-J'S FLORAL SHOP LLC	Kuhn Baby	1	05-52110-3400	.00	52.45	52.45
Total 145073:								.00		52.45
145074										
06/24	06/13/2024	145074	354	JOHN SHUCK PLUMBING & REP	3979	1	01-55402-3400	.00	210.00	210.00
Total 145074:								.00		210.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145075										
06/24	06/13/2024	145075	375	KWIK TRIP CREDIT DEPT	00349111 06.	1	01-55200-3400	.00	571.18	571.18
Total 145075:								.00		571.18
145076										
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	1	01-52100-2230	.00	633.19	633.19
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	2	01-51200-2230	.00	57.82	57.82
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	3	01-51520-2230	.00	52.92	52.92
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	4	01-51415-2230	.00	13.22	13.22
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	5	01-51420-2230	.00	53.31	53.31
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	6	01-51100-2230	.00	13.22	13.22
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	7	01-51530-2230	.00	13.22	13.22
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	8	01-51410-2230	.00	25.95	25.95
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	9	01-52400-2230	.00	40.63	40.63
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	10	01-53100-2230	.00	52.94	52.94
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	11	01-15610	.00	25.34	25.34
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	12	01-15620	.00	45.87	45.87
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	13	01-55200-2230	.00	30.70	30.70
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	14	01-52100-2230	.00	175.00	175.00
06/24	06/13/2024	145076	2328	LYNXX NETWORKS	690500 06.2	15	01-51450-2900	.00	175.00	175.00
Total 145076:								.00		1,408.33
145077										
06/24	06/13/2024	145077	850	MARTIN-MCALLISTER CONSUL	#16176	1	01-52100-2100	.00	625.00	625.00
Total 145077:								.00		625.00
145078										
06/24	06/13/2024	145078	416	MATHY CONSTRUCTION COMP	5700007172	1	08-57331-8500	.00	3,366.40	3,366.40
Total 145078:								.00		3,366.40
145079										
06/24	06/13/2024	145079	444	MODERN DISPOSAL SYSTEMS	500,164755	1	01-53635-2900	.00	6,536.28	6,536.28
Total 145079:								.00		6,536.28

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145080										
06/24	06/13/2024	145080	454	MONROE CO TREASURER	JUNE 2024 S	1	09-24400	.00	355,068.69	355,068.69
Total 145080:								.00		355,068.69
145081										
06/24	06/13/2024	145081	499	OAKDALE ELECTRIC COOPERA	30198001 06	1	01-53420-2900	.00	333.00	333.00
06/24	06/13/2024	145081	499	OAKDALE ELECTRIC COOPERA	30198002 06	1	01-53420-2900	.00	43.00	43.00
Total 145081:								.00		376.00
145082										
06/24	06/13/2024	145082	507	OVERHEAD DOOR COMPANY	#156601	1	01-52100-3550	.00	436.87	436.87
Total 145082:								.00		436.87
145083										
06/24	06/13/2024	145083	9	SUMMIT COMPANIES	#182016365	1	01-52100-3550	.00	72.50	72.50
Total 145083:								.00		72.50
145084										
06/24	06/13/2024	145084	2643	SUMMIT FIRE PROTECTION	182016368	1	01-53311-2900	.00	141.20	141.20
06/24	06/13/2024	145084	2643	SUMMIT FIRE PROTECTION	182016373	1	12-55500-2900	.00	248.60	248.60
06/24	06/13/2024	145084	2643	SUMMIT FIRE PROTECTION	182016374	1	01-53311-2900	.00	920.25	920.25
Total 145084:								.00		1,310.05
145085										
06/24	06/13/2024	145085	2350	TK ELEVATOR CORPORATION	#300792139	1	01-52100-3550	.00	633.10	633.10
Total 145085:								.00		633.10
145086										
06/24	06/13/2024	145086	637	TOMAH AREA SCHOOL DISTRIC	JUNE 2024 S	1	09-24600	.00	493,251.66	493,251.66
Total 145086:								.00		493,251.66

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145087										
06/24	06/13/2024	145087	658	TOMAH WATER & SEWER UTILI	May 2024	1	01-52100-2220	.00	222.29	222.29
Total 145087:								.00		222.29
145088										
06/24	06/13/2024	145088	676	ULINE INC	178795422	1	01-55300-3400	.00	1,338.14	1,338.14
Total 145088:								.00		1,338.14
145089										
06/24	06/13/2024	145089	728	WESTERN TECHNICAL COLLEG	JUNE 2024 S	1	09-24600	.00	79,927.72	79,927.72
Total 145089:								.00		79,927.72
145099										
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	621991	1	01-55401-3500	.00	162.50	162.50
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622012	1	01-55200-3400	.00	14.99	14.99
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622018	1	01-55200-3400	.00	36.99	36.99
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622075	1	01-55401-3400	.00	143.50	143.50
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622294	1	01-55200-3400	.00	48.14	48.14
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622381	1	01-55200-3400	.00	.69	.69
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622475	1	01-55200-3400	.00	20.32	20.32
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622631	1	01-55200-3400	.00	8.77	8.77
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622665	1	01-55200-3500	.00	38.97	38.97
06/24	06/20/2024	145099	2340	ACE HARDWARE (PARKS)	622670	1	01-55200-3500	.00	32.96	32.96
Total 145099:								.00		507.83
145100										
06/24	06/20/2024	145100	2428	ACE HARDWARE PUBLIC LIBRA	622963	1	10-55110-3100	.00	17.99	17.99
Total 145100:								.00		17.99
145101										
06/24	06/20/2024	145101	27	ALL AMERICAN DO-IT CENTER	60615/3	1	01-55200-3500	.00	14.98	14.98
Total 145101:								.00		14.98

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145102										
06/24	06/20/2024	145102	30	ALLIANT ENERGY/WPL	2822167112	1	03-52300-2210	.00	1,589.57	1,589.57
06/24	06/20/2024	145102	30	ALLIANT ENERGY/WPL	2822167112	2	01-52200-2210	.00	681.24	681.24
Total 145102:								.00		2,270.81
145103										
06/24	06/20/2024	145103	2645	AMBER VELA	TENNIS CAN	1	01-46723	.00	45.00	45.00
Total 145103:								.00		45.00
145104										
06/24	06/20/2024	145104	2431	AT&T MOBILITY - FIRE DEPT.	2873030555	1	01-52200-2230	.00	206.02	206.02
Total 145104:								.00		206.02
145105										
06/24	06/20/2024	145105	81	BERNIE BUCHNER INC	884478	1	10-55110-2900	.00	120.00	120.00
06/24	06/20/2024	145105	81	BERNIE BUCHNER INC	884480	1	01-55200-3500	.00	120.00	120.00
Total 145105:								.00		240.00
145106										
06/24	06/20/2024	145106	1060	BOBCAT OF THE COULEE REGI	01-72578	1	01-53311-3502	.00	3,258.78	3,258.78
Total 145106:								.00		3,258.78
145107										
06/24	06/20/2024	145107	96	BOUND TREE MEDICAL LLC	85364491	1	03-52300-3402	.00	978.37	978.37
06/24	06/20/2024	145107	96	BOUND TREE MEDICAL LLC	85366410	1	03-52300-3402	.00	995.99	995.99
Total 145107:								.00		1,974.36
145108										
06/24	06/20/2024	145108	1666	CBS SQUARED INC	13704	1	01-52400-2100	.00	33.00	33.00
Total 145108:								.00		33.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145109										
06/24	06/20/2024	145109	173	CRAM'S COMPUTER CENTER L	6196	1	03-52300-2100	.00	247.50	247.50
Total 145109:								.00	247.50	247.50
145110										
06/24	06/20/2024	145110	1777	DELTA DENTAL	2174423	1	01-21596	.00	719.38	719.38
Total 145110:								.00	719.38	719.38
145111										
06/24	06/20/2024	145111	1280	DIRECTV	013901716X	1	01-55401-3400	.00	125.48	125.48
Total 145111:								.00	125.48	125.48
145112										
06/24	06/20/2024	145112	205	DON'S PLUMBING SERVICE INC	S20337	1	01-55402-3500	.00	2,003.75	2,003.75
Total 145112:								.00	2,003.75	2,003.75
145113										
06/24	06/20/2024	145113	210	EHLERS AND ASSOCIATES INC	98015	1	01-51540-2100	.00	3,000.00	3,000.00
Total 145113:								.00	3,000.00	3,000.00
145114										
06/24	06/20/2024	145114	225	EVANS PRINT + MEDIA GROUP	#14568	1	05-52140-3400	.00	76.00	76.00
Total 145114:								.00	76.00	76.00
145115										
06/24	06/20/2024	145115	2194	GOODYEAR COMMERCIAL TIR	128-1156589	1	01-53311-3501	.00	508.00	508.00
Total 145115:								.00	508.00	508.00
145116										
06/24	06/20/2024	145116	305	HARTJE TIRE & SERVICE CENT	2019325	1	01-53311-3502	.00	342.20	342.20

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145116:								.00		342.20
145117										
06/24	06/20/2024	145117	2336	HIAWATHA GOLF CLUB PURCH	2024 K9 Golf	1	05-52140-3400	.00	4,730.00	4,730.00
Total 145117:								.00		4,730.00
145118										
06/24	06/20/2024	145118	311	HILLSBORO EQUIPMENT INC	334466	1	01-53311-3502	.00	1,035.43	1,035.43
Total 145118:								.00		1,035.43
145119										
06/24	06/20/2024	145119	312	HILLYARD/HUTCHINSON	21060289	1	01-55200-3400	.00	149.74-	149.74-
06/24	06/20/2024	145119	312	HILLYARD/HUTCHINSON	506377130	1	01-55200-3400	.00	54.88	54.88
06/24	06/20/2024	145119	312	HILLYARD/HUTCHINSON	605384515	1	01-55200-3400	.00	175.20	175.20
06/24	06/20/2024	145119	312	HILLYARD/HUTCHINSON	605418587	1	01-55401-3400	.00	64.71	64.71
Total 145119:								.00		145.05
145120										
06/24	06/20/2024	145120	2650	JERI BRANDAU-MAACK	SWIM LESS	1	01-46722	.00	45.00	45.00
Total 145120:								.00		45.00
145121										
06/24	06/20/2024	145121	2647	JESSICA WUERZBERGER	CANCELLED	1	01-46720	.00	150.00	150.00
Total 145121:								.00		150.00
145122										
06/24	06/20/2024	145122	2649	JOANNA BENJAMIN	SWIM LESS	1	01-46722	.00	90.00	90.00
Total 145122:								.00		90.00
145123										
06/24	06/20/2024	145123	354	JOHN SHUCK PLUMBING & REP	3866	1	01-55200-3500	.00	251.27	251.27
06/24	06/20/2024	145123	354	JOHN SHUCK PLUMBING & REP	4009	1	01-55200-3500	.00	130.00	130.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145123:								.00		381.27
145124										
06/24	06/20/2024	145124	387	LARKIN'S GMC INC	86770	1	03-52300-3500	.00	563.41	563.41
06/24	06/20/2024	145124	387	LARKIN'S GMC INC	86795	1	01-52200-3500	.00	97.25	97.25
06/24	06/20/2024	145124	387	LARKIN'S GMC INC	86811	1	01-52200-3500	.00	395.14	395.14
06/24	06/20/2024	145124	387	LARKIN'S GMC INC	86972	1	03-52300-3500	.00	87.10	87.10
Total 145124:								.00		1,142.90
145125										
06/24	06/20/2024	145125	1391	LOFFLER COMPANIES	4722070	1	01-51420-2900	.00	36.59	36.59
Total 145125:								.00		36.59
145126										
06/24	06/20/2024	145126	2328	LYNXX NETWORKS	06.2024	1	01-55200-2230	.00	13.85	13.85
06/24	06/20/2024	145126	2328	LYNXX NETWORKS	06.2024	2	01-15610	.00	27.84	27.84
06/24	06/20/2024	145126	2328	LYNXX NETWORKS	06.2024	3	01-15610	.00	27.57	27.57
06/24	06/20/2024	145126	2328	LYNXX NETWORKS	06.2024	4	01-15610	.00	10.62	10.62
Total 145126:								.00		79.88
145127										
06/24	06/20/2024	145127	1757	MACQUEEN EQUIPMENT LLC	P34340	1	01-53311-3502	.00	984.67	984.67
Total 145127:								.00		984.67
145128										
06/24	06/20/2024	145128	2396	MARK ADLER	866276	1	01-55200-3500	.00	5,225.00	5,225.00
Total 145128:								.00		5,225.00
145129										
06/24	06/20/2024	145129	416	MATHY CONSTRUCTION COMP	5200023131	1	01-53311-3405	.00	795.80	795.80
Total 145129:								.00		795.80

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145130										
06/24	06/20/2024	145130	1921	MAYO CLINIC	5-24-24 Hoff	1	01-52100-2100	.00	404.00	404.00
Total 145130:								.00		404.00
145131										
06/24	06/20/2024	145131	2124	MEDLINE INDUSTRIES, INC.	2322839476	1	03-52300-3402	.00	295.26	295.26
Total 145131:								.00		295.26
145132										
06/24	06/20/2024	145132	447	MONROE CO CLERK OF COUR	BL576916-4	1	01-23301	.00	10.00	10.00
06/24	06/20/2024	145132	447	MONROE CO CLERK OF COUR	WARRENT 2	1	01-23300	.00	100.00	100.00
Total 145132:								.00		110.00
145133										
06/24	06/20/2024	145133	2078	MORRIES TOMAH C F, LLC	#120485	1	01-52100-3500	.00	1,897.43	1,897.43
06/24	06/20/2024	145133	2078	MORRIES TOMAH C F, LLC	#120730	1	01-52100-3500	.00	1,860.00	1,860.00
Total 145133:								.00		3,757.43
145134										
06/24	06/20/2024	145134	1815	MULTIMEDIA SALES & MARKETI	1066526	1	12-55500-3200	.00	180.00	180.00
Total 145134:								.00		180.00
145135										
06/24	06/20/2024	145135	2651	NATHAN SPEARBECKER	T BALL	1	01-46723	.00	30.00	30.00
Total 145135:								.00		30.00
145136										
06/24	06/20/2024	145136	484	NFPA-NATIONAL FIRE PROTEC	JUNE	1	01-52200-3250	.00	175.00	175.00
Total 145136:								.00		175.00
145137										
06/24	06/20/2024	145137	2646	NICOLE DALY	CHANGED E	1	01-46723	.00	20.00	20.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145137:								.00		20.00
145138										
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6310	1	01-51300-2100	.00	52.50	52.50
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6311	1	01-51300-2100	.00	17.50	17.50
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6312	1	01-51300-2100	.00	52.50	52.50
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6313	1	01-51300-2100	.00	70.00	70.00
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6314	1	01-51300-2100	.00	35.00	35.00
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6317	1	01-51300-2100	.00	105.00	105.00
06/24	06/20/2024	145138	469	PENNY J. PRECOUR ATTORNE	6318	1	01-51300-2100	.00	122.50	122.50
Total 145138:								.00		455.00
145139										
06/24	06/20/2024	145139	517	PERSONNEL EVALUATION INC	#51674	1	01-52100-2100	.00	25.00	25.00
Total 145139:								.00		25.00
145140										
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	1	03-52300-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	2	03-52300-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	3	03-52300-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	4	03-52300-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	5	03-52300-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	6	01-53100-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	7	01-51200-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	8	10-55110-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	9	01-52100-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	10	01-52100-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	11	01-52100-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	12	01-15620	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	13	12-55500-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	14	01-51520-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	15	01-15610	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	16	01-15610	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	17	01-52100-1340	.00	5.50	5.50
06/24	06/20/2024	145140	2607	POINT C HEALTH	PCH931882	18	01-52400-1340	.00	5.50	5.50

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Total 145140:								.00		99.00
145141										
06/24	06/20/2024	145141	538	QUILL CORPORATION	38810776	1	03-52300-3100	.00	65.97	65.97
06/24	06/20/2024	145141	538	QUILL CORPORATION	38812415	1	03-52300-3100	.00	25.18	25.18
06/24	06/20/2024	145141	538	QUILL CORPORATION	38848274	1	03-52300-3400	.00	89.98	89.98
06/24	06/20/2024	145141	538	QUILL CORPORATION	38869984	1	03-52300-3400	.00	110.99	110.99
06/24	06/20/2024	145141	538	QUILL CORPORATION	38870016	1	03-52300-3400	.00	77.98	77.98
06/24	06/20/2024	145141	538	QUILL CORPORATION	38870220	1	03-52300-3100	.00	209.97	209.97
06/24	06/20/2024	145141	538	QUILL CORPORATION	38933630	1	03-52300-3100	.00	119.99	119.99
Total 145141:								.00		700.06
145142										
06/24	06/20/2024	145142	2427	R.N.O.W. INC	2024-70674	1	08-57420-8300	.00	197,093.60	197,093.60
Total 145142:								.00		197,093.60
145143										
06/24	06/20/2024	145143	577	SECURIAN FINANCIAL GROUP I	76038 JUNE	1	01-21530	.00	289.14	289.14
Total 145143:								.00		289.14
145144										
06/24	06/20/2024	145144	594	ST. JOSEPH EQUIPMENT INC	P82648	1	01-53311-3502	.00	662.15	662.15
06/24	06/20/2024	145144	594	ST. JOSEPH EQUIPMENT INC	P82717	1	01-53311-3502	.00	184.57	184.57
Total 145144:								.00		846.72
145145										
06/24	06/20/2024	145145	2648	STEPHANIE KRISTJANSON	CANCELLED	1	01-46720	.00	90.00	90.00
Total 145145:								.00		90.00
145146										
06/24	06/20/2024	145146	603	STREICHERS INC	#11701235	1	01-52100-1390	.00	83.00	83.00
06/24	06/20/2024	145146	603	STREICHERS INC	#11701573	1	01-52100-1390	.00	256.99	256.99

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Total 145146:								.00		339.99
145147										
06/24	06/20/2024	145147	2643	SUMMIT FIRE PROTECTION	182016367	1	01-52200-2100	.00	422.10	422.10
06/24	06/20/2024	145147	2643	SUMMIT FIRE PROTECTION	182016370	1	10-55110-2900	.00	47.00	47.00
06/24	06/20/2024	145147	2643	SUMMIT FIRE PROTECTION	182016371	1	10-55110-2900	.00	288.00	288.00
06/24	06/20/2024	145147	2643	SUMMIT FIRE PROTECTION	182016372	1	10-55110-2900	.00	246.00	246.00
Total 145147:								.00		1,003.10
145148										
06/24	06/20/2024	145148	637	TOMAH AREA SCHOOL DISTRIC	MAY 2024 M	1	01-24600	.00	2,554.01	2,554.01
Total 145148:								.00		2,554.01
145149										
06/24	06/20/2024	145149	641	TOMAH GLASS INC	#98771	1	01-52100-3500	.00	480.46	480.46
Total 145149:								.00		480.46
145150										
06/24	06/20/2024	145150	1744	TOMAH HEALTH	6-6-24 stmt	1	01-52100-3400	.00	137.25	137.25
Total 145150:								.00		137.25
145151										
06/24	06/20/2024	145151	653	TOMAH SEWER UTILITY	2024 PROJE	1	08-57331-8500	.00	10,715.70	10,715.70
06/24	06/20/2024	145151	653	TOMAH SEWER UTILITY	2024 PROJE	1	08-57331-8500	.00	100,965.67	100,965.67
Total 145151:								.00		111,681.37
145152										
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	1751.00 06.2	1	01-55200-2220	.00	53.27	53.27
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	1917.05 06.2	1	01-55401-2220	.00	8.22	8.22
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	1945.00 06.2	1	01-55200-2220	.00	84.83	84.83
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2049.01 06.2	1	01-55200-2220	.00	24.54	24.54
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2064.00 06.2	1	01-55401-2220	.00	226.85	226.85
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2196.01 06.2	1	01-55200-2220	.00	63.79	63.79

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06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2289.00	06.2	1 01-55200-2220	.00	88.43	88.43
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2289.01	06.2	1 01-55200-2220	.00	53.27	53.27
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2547.00	06.2	1 01-55200-2220	.00	624.18	624.18
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2943.01	06.2	1 01-55200-2220	.00	42.75	42.75
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	2967.00	06.2	1 01-55401-2220	.00	237.37	237.37
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3114.00	06.2	1 01-55200-2220	.00	175.34	175.34
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3255.00	06.2	1 01-55401-2220	.00	300.23	300.23
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3304.00	06.2	1 01-55402-2220	.00	2,009.84	2,009.84
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3353.00	06.2	1 01-55200-2220	.00	52.70	52.70
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3439.00	06.2	1 01-55401-2220	.00	109.47	109.47
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3521.00	06.2	1 01-55402-2220	.00	65.08	65.08
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3581.00	05.2	1 03-52300-2220	.00	160.32	160.32
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3581.00	05.2	2 01-52200-2220	.00	40.08	40.08
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	3582.00	06.2	1 01-55200-2220	.00	87.66	87.66
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	809.05	06.24	1 01-55200-2220	.00	63.79	63.79
06/24	06/20/2024	145152	658	TOMAH WATER & SEWER UTILI	854.00	06.24	1 01-55200-2220	.00	81.60	81.60
Total 145152:								.00		4,653.61
145153										
06/24	06/20/2024	145153	672	TRI-STATE BUSINESS MACHINE	602264		1 03-52300-2900	.00	35.10	35.10
06/24	06/20/2024	145153	672	TRI-STATE BUSINESS MACHINE	602265		1 03-52300-2900	.00	1,295.00	1,295.00
Total 145153:								.00		1,330.10
145154										
06/24	06/20/2024	145154	1828	UNITED HEALTHCARE	38362		1 03-13100	.00	294.00	294.00
Total 145154:								.00		294.00
145155										
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		1 01-56900-2100	.00	1,107.50	1,107.50
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		2 06-56700-2100	.00	2,510.00	2,510.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		3 06-56700-2100	.00	555.00	555.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		4 06-56700-2100	.00	240.00	240.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		5 06-56700-2100	.00	90.00	90.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		6 17-56700-2100	.00	30.00	30.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		7 14-56700-2100	.00	30.00	30.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049		8 18-56700-2100	.00	30.00	30.00

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06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049	9	06-56700-2100	.00	9.01	9.01
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202404049	10	06-56700-2100	.00	1,930.00	1,930.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	1	06-56700-2100	.00	930.00	930.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	2	06-56700-2100	.00	150.00	150.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	3	06-56700-2100	.00	300.00	300.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	4	17-56700-2100	.00	255.00	255.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	5	14-56700-2100	.00	255.00	255.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	6	20-56700-2100	.00	255.00	255.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	7	18-56700-2100	.00	255.00	255.00
06/24	06/20/2024	145155	2315	VANDEWALLE & ASSOCIATES	202405036	8	06-56700-2100	.00	210.00	210.00
Total 145155:								.00	9,141.51	9,141.51
145156										
06/24	06/20/2024	145156	1252	WI DEPT OF TRANSPORTATION	395-0000353	1	01-53510-2900	.00	108.20	108.20
Total 145156:								.00	108.20	108.20
145157										
06/24	06/20/2024	145157	754	WIL-KIL PEST CONTROL	4905878	1	10-55110-2900	.00	84.39	84.39
Total 145157:								.00	84.39	84.39
145158										
06/24	06/20/2024	145158	2321	WISCONSIN STATE FIREFIGHT	JUNE	1	01-52200-3250	.00	900.00	900.00
Total 145158:								.00	900.00	900.00
145159										
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35212	1	10-55111-8350	.00	1,740.00	1,740.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35213	1	10-55111-8350	.00	26.25	26.25
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35404	1	10-55111-8350	.00	1,740.00	1,740.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35405	1	10-55111-8350	.00	26.25	26.25
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35601	1	10-55111-8350	.00	26.25	26.25
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35601	2	10-55111-8350	.00	1,766.25	1,766.25
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35745	1	01-51450-2900	.00	432.00	432.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35753	1	01-51450-2900	.00	82.23	82.23
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	1	01-51450-2900	.00	750.00	750.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	2	01-51450-2900	.00	1,050.00	1,050.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	3	01-51450-2900	.00	150.00	150.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	4	01-51450-2900	.00	1,080.00	1,080.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	5	01-51450-2900	.00	1,250.00	1,250.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35848	6	01-51450-2900	.00	78.00	78.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35849	1	10-55111-8350	.00	1,757.50	1,757.50
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35850	1	01-51450-2900	.00	150.00	150.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35850	2	01-51450-2900	.00	600.00	600.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35850	3	01-51450-2900	.00	540.00	540.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35850	4	01-51450-2900	.00	2,150.00	2,150.00
06/24	06/27/2024	145159	2131	3RT NETWORKS	CW35889	1	01-51450-2900	.00	35.48	35.48
Total 145159:								.00	15,430.21	15,430.21
145160										
06/24	06/27/2024	145160	2602	ABBY VANS INC.	22995	1	11-53520-3400	.00	96,632.73	96,632.73
06/24	06/27/2024	145160	2602	ABBY VANS INC.	22995	2	11-46350	.00	22,829.45-	22,829.45-
Total 145160:								.00	73,803.28	73,803.28
145161										
06/24	06/27/2024	145161	2340	ACE HARDWARE (PARKS)	621906	1	01-55200-3500	.00	35.36	35.36
06/24	06/27/2024	145161	2340	ACE HARDWARE (PARKS)	622046	1	10-55110-3100	.00	220.86	220.86
06/24	06/27/2024	145161	2340	ACE HARDWARE (PARKS)	622333	1	01-55200-3400	.00	9.99	9.99
06/24	06/27/2024	145161	2340	ACE HARDWARE (PARKS)	622523	1	01-55200-3400	.00	89.91	89.91
Total 145161:								.00	356.12	356.12
145162										
06/24	06/27/2024	145162	19	ADVERTISING CONCEPT LLC	95640	1	01-55300-3400	.00	757.50	757.50
Total 145162:								.00	757.50	757.50
145163										
06/24	06/27/2024	145163	2621	ALLIED COOPERATIVE	3215854	1	08-48500	.00	450.00	450.00
Total 145163:								.00	450.00	450.00
145164										
06/24	06/27/2024	145164	2342	AUTO VALUE TOMAH (CITY)	#522269455	1	01-52100-3550	.00	61.97	61.97

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145164:								.00		61.97
145165										
06/24	06/27/2024	145165	2344	AUTO VALUE TOMAH (FIRE)	522269195	1	03-52300-3400	.00	52.99	52.99
06/24	06/27/2024	145165	2344	AUTO VALUE TOMAH (FIRE)	522269215	1	01-52200-3500	.00	266.71	266.71
06/24	06/27/2024	145165	2344	AUTO VALUE TOMAH (FIRE)	522269531	1	01-52200-3400	.00	85.49	85.49
06/24	06/27/2024	145165	2344	AUTO VALUE TOMAH (FIRE)	522269876	1	01-52200-3400	.00	8.81	8.81
06/24	06/27/2024	145165	2344	AUTO VALUE TOMAH (FIRE)	522269890	1	01-52200-3500	.00	151.96	151.96
Total 145165:								.00		565.96
145166										
06/24	06/27/2024	145166	2343	AUTO VALUE TOMAH (PARKS)	522268898	1	01-55200-3500	.00	59.94	59.94
Total 145166:								.00		59.94
145167										
06/24	06/27/2024	145167	65	B&B FENCE CO	1456	1	01-55200-3500	.00	1,724.00	1,724.00
06/24	06/27/2024	145167	65	B&B FENCE CO	1459	1	08-57621-8300	.00	9,570.00	9,570.00
06/24	06/27/2024	145167	65	B&B FENCE CO	1477	1	08-57621-8300	.00	256.00	256.00
Total 145167:								.00		11,550.00
145168										
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038340305	1	10-55110-3420	.00	321.93	321.93
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038340305	2	10-55110-3460	.00	15.57	15.57
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038344511	1	10-55110-3460	.00	777.05	777.05
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038366691	1	10-55110-3420	.00	206.72	206.72
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038366691	2	10-55110-3460	.00	71.31	71.31
06/24	06/27/2024	145168	69	BAKER & TAYLOR LLC	2038367020	1	10-55110-3460	.00	28.73	28.73
Total 145168:								.00		1,421.31
145169										
06/24	06/27/2024	145169	84	BEST KEPT PORTABLES LLC	L10865	1	01-55200-3400	.00	263.75	263.75
06/24	06/27/2024	145169	84	BEST KEPT PORTABLES LLC	L11104	1	01-55200-3400	.00	315.00	315.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145169:								.00		578.75
145170										
06/24	06/27/2024	145170	96	BOUND TREE MEDICAL LLC	85378936	1	03-52300-3402	.00	337.92	337.92
06/24	06/27/2024	145170	96	BOUND TREE MEDICAL LLC	85382056	1	03-52300-3402	.00	1,574.91	1,574.91
Total 145170:								.00		1,912.83
145171										
06/24	06/27/2024	145171	2287	CANON FINANCIAL SERVICES I	33224936	1	03-52300-2900	.00	73.00	73.00
Total 145171:								.00		73.00
145172										
06/24	06/27/2024	145172	121	CARRICO AQUATIC RESOURCE	20243342	1	01-55402-3400	.00	3,825.00	3,825.00
Total 145172:								.00		3,825.00
145173										
06/24	06/27/2024	145173	2364	Column Software PBC	B896C4OC-0	1	08-57621-8300	.00	232.18	232.18
Total 145173:								.00		232.18
145174										
06/24	06/27/2024	145174	2652	DARLYN BRENSON	OVERPAYM	1	01-24412	.00	27.00	27.00
Total 145174:								.00		27.00
145175										
06/24	06/27/2024	145175	1777	DELTA DENTAL	2171410	1	01-21597	.00	1,770.28	1,770.28
Total 145175:								.00		1,770.28
145176										
06/24	06/27/2024	145176	242	FASTENAL COMPANY	WITOM2077	1	01-55200-3400	.00	104.00	104.00
Total 145176:								.00		104.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
145177										
06/24	06/27/2024	145177	255	FIRST SUPPLY LLC-LA CROSSE	3608604-00	1	01-55200-3500	.00	20.36	20.36
Total 145177:								.00		20.36
145178										
06/24	06/27/2024	145178	634	GREATER TOMAH AREA CHAM	APRIL 2024	1	16-21101	.00	17,874.49	17,874.49
Total 145178:								.00		17,874.49
145179										
06/24	06/27/2024	145179	366	KELLER INC	PROJECT 80	1	08-57620-8200	.00	77,653.70	77,653.70
Total 145179:								.00		77,653.70
145180										
06/24	06/27/2024	145180	2328	LYNXX NETWORKS	721400 06.2	1	01-55200-2240	.00	218.17	218.17
06/24	06/27/2024	145180	2328	LYNXX NETWORKS	721400 06.2	2	01-55401-2230	.00	175.61	175.61
Total 145180:								.00		393.78
145181										
06/24	06/27/2024	145181	1757	MACQUEEN EQUIPMENT LLC	P31396	1	01-52200-3400	.00	250.55	250.55
Total 145181:								.00		250.55
145182										
06/24	06/27/2024	145182	2141	NORTH WOODS	391714	1	01-53311-3508	.00	562.22	562.22
Total 145182:								.00		562.22
145183										
06/24	06/27/2024	145183	550	REINDERS INC	6046626-00	1	08-57620-8300	.00	15,755.16	15,755.16
06/24	06/27/2024	145183	550	REINDERS INC	6052333-00	1	01-55200-3500	.00	397.26	397.26
Total 145183:								.00		16,152.42
145184										
06/24	06/27/2024	145184	2139	SPECTRUM	1715396010	1	12-55500-2240	.00	198.23	198.23

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145184:								.00		198.23
145185										
06/24	06/27/2024	145185	590	SPIELBAUER FIREWORKS CO I	24TO8145	1	01-55300-2100	.00	12,300.00	12,300.00
Total 145185:								.00		12,300.00
145186										
06/24	06/27/2024	145186	2643	SUMMIT FIRE PROTECTION	195026723	1	03-52300-2900	.00	480.00	480.00
Total 145186:								.00		480.00
145187										
06/24	06/27/2024	145187	1732	TELEFLEX LLC	9508559397	1	03-52300-3402	.00	677.50	677.50
Total 145187:								.00		677.50
145188										
06/24	06/27/2024	145188	653	TOMAH SEWER UTILITY	2024 ENGIN	1	08-57331-8500	.00	233.13	233.13
06/24	06/27/2024	145188	653	TOMAH SEWER UTILITY	2024 ENGIN	2	08-57331-8500	.00	337.47	337.47
06/24	06/27/2024	145188	653	TOMAH SEWER UTILITY	2024 ENGIN	3	08-57331-8500	.00	134.40	134.40
Total 145188:								.00		705.00
145189										
06/24	06/27/2024	145189	662	TOWN & COUNTRY ENGINEERI	26723	1	08-57621-8300	.00	1,473.10	1,473.10
Total 145189:								.00		1,473.10
145190										
06/24	06/27/2024	145190	672	TRI-STATE BUSINESS MACHINE	603503	1	03-52300-2900	.00	139.89	139.89
Total 145190:								.00		139.89
145191										
06/24	06/27/2024	145191	2319	TRUGREEN	194344916	1	01-55200-3400	.00	814.08	814.08

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145191:								.00		814.08
145192										
06/24	06/27/2024	145192	2653	TTOMAH AREA HISTORICAL SO	PROFIT FRO	1	05-55120-3400	.00	2,496.54	2,496.54
Total 145192:								.00		2,496.54
145193										
06/24	06/27/2024	145193	676	ULINE INC		1	08-57621-8300	.00	5,234.99	5,234.99
Total 145193:								.00		5,234.99
145194										
06/24	06/27/2024	145194	721	WE ENERGIES	070+626353-	1	01-52100-2200	.00	373.30	373.30
06/24	06/27/2024	145194	721	WE ENERGIES	0701203562-	1	01-53510-2200	.00	14.64	14.64
06/24	06/27/2024	145194	721	WE ENERGIES	0701377292-	1	01-55200-2200	.00	89.06	89.06
06/24	06/27/2024	145194	721	WE ENERGIES	0701404176-	1	01-53311-2200	.00	10.56	10.56
06/24	06/27/2024	145194	721	WE ENERGIES	0701404176-	1	01-53311-2200	.00	37.38	37.38
06/24	06/27/2024	145194	721	WE ENERGIES	0704935413-	1	01-55401-2200	.00	37.38	37.38
06/24	06/27/2024	145194	721	WE ENERGIES	0706515242-	1	01-55200-2200	.00	10.56	10.56
06/24	06/27/2024	145194	721	WE ENERGIES	0706723812-	1	12-55500-2200	.00	10.56	10.56
06/24	06/27/2024	145194	721	WE ENERGIES	0707713977-	1	01-55401-2200	.00	10.56	10.56
06/24	06/27/2024	145194	721	WE ENERGIES	0708538032-	1	10-55110-2200	.00	87.29	87.29
06/24	06/27/2024	145194	721	WE ENERGIES	0711622483-	1	01-55200-2200	.00	12.29	12.29
06/24	06/27/2024	145194	721	WE ENERGIES	0714123594-	1	01-51600-2200	.00	406.91	406.91
06/24	06/27/2024	145194	721	WE ENERGIES	0714229616-	1	01-55402-2200	.00	14.64	14.64
06/24	06/27/2024	145194	721	WE ENERGIES	0715807202-	1	01-55200-2200	.00	17.55	17.55
06/24	06/27/2024	145194	721	WE ENERGIES	0717659443-	1	12-55500-2200	.00	12.91	12.91
06/24	06/27/2024	145194	721	WE ENERGIES	0718128126-	1	01-53311-2200	.00	36.13	36.13
06/24	06/27/2024	145194	721	WE ENERGIES	0718379081-	1	01-55402-2200	.00	31.80	31.80
06/24	06/27/2024	145194	721	WE ENERGIES	0719795727-	1	01-55200-2200	.00	12.29	12.29
06/24	06/27/2024	145194	721	WE ENERGIES	0735582192-	1	03-52300-2200	.00	169.98	169.98
Total 145194:								.00		1,395.79
145195										
06/24	06/27/2024	145195	1402	WIESER PRECAST - DORIC VA	15625	1	08-48500	.00	2,310.00	2,310.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 145195:								.00		2,310.00
145196										
06/24	06/27/2024	145196	758	WIRE PRO ELECTRIC LLC	21915	1	08-57620-8200	.00	15,213.12	15,213.12
Total 145196:								.00		15,213.12
145197										
06/24	06/27/2024	145197	770	WOLF CONCRETE & CONSTRU	2024-16	1	01-51600-3500	.00	1,796.00	1,796.00
Total 145197:								.00		1,796.00
Grand Totals:								.00		1,591,488.11

Dated: _____

Mayor: _____ Dwyer, Paul

City Council: _____ Glynn, John

_____ Pater, Nellie

_____ Peterson, Dean

_____ Devine, Patrick

_____ Scholze, Travis

_____ Hart, Nicole

_____ Yarrington, Richard

_____ Zabinski, Shawn

M = Manual Check, V = Void Check

DEAN'S REFRIGERATION & HEATING LLC

Est. 1977

PO Box 49
Tomah, Wisconsin 54660
(608) 372-6928 FAX (608) 372-7218
E-mail – chris@deansrefrigeration.com

PROPOSAL SUBMITTED TO

Tomah Senior Center / JLN Latin Grocery Store
213 Dawnee St
Tomah, WI 54660

DATE

July 1, 2024

TRANE FURNACE WITH TRANE 13 SEER2 AIR CONDITIONING SYSTEM

- ✚ TRANE S9X1 Single Stage Furnace
- ✚ TRANE XR13 13 SEER Condensing Unit
- ✚ TRANE Cased Coil
- ✚ APRILE AIR Filter Assembly
- ✚ Refrigerant Piping
- ✚ Ductwork Modifications As Needed
- ✚ Removal and Disposal of Old Equipment
- ✚ Installation Materials
- ✚ Installation Labor

~~WE PROPOSE~~ hereby to furnish material and

Fifteen Thousand Two Hundred Fifty Dollars

\$ 15,250.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge on top of the costs above. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are covered by Workman's Comp. Insurance.

Authorized Signature 

This proposal may be withdrawn by us if not accepted within **15** days.

Acceptance of Proposal The above prices, specifications, and conditions are satisfactory and are hereby accepted.. You are authorized to do the work as specified.

Payment will be made as follows:

50% DOWN / REMAINDER UPON COMPLETION

Signature _____
Date _____

STAFF REPORT for SET TEAM

Procedure for recommendations on actionable items to the City Council/Committee of the Whole.

Recommendations should come to the SET from all boards, commissions and committees, with-the-exception of the Committee of the Whole.

Staff Report approved, or draft minutes from the meeting in which the recommendation was made, should be provided with the recommendation. Those recommendations need to be forwarded to the SET by the 1st Tuesday of the month. The SET will review, and either request more information or forward it onto the Committee of the Whole or the City council with the reviewed documents.

Department Head to communicate with their boards, commissions, committees and Council.

Recommendation from	SENIOR & DISABLED SERVICES DEPARTMENT
Minutes/staff report attached	YES ___; No <u>x</u> ;
Budget account	#12-57650-8200 Buildings <i>(I think this is the code)</i>
Fiscal impact	\$15,250.00
Staff responsible for implementation	Senior & Disabled Services Director
Economic impact	A new air conditioner/furnace – besides being more energy efficient, and decrease in ongoing repair time and costs, also increases value in the building. Trane S9X1 Single Stage Furnace with Trane 13 Seer2 Air conditioning system. <i>[Trane XR13 13 SEER Condensing Unit with Cased Coil, APRILE Air Filter assembly, Refrigerant piping, Ductwork modifications, Removal & disposal of old equipment, Installation materials & labor.]</i>
Zoning/rezoning issues	None that I am aware of – it is a replacement for existing old air conditioning/furnace in building 1004 Superior Ave. Air conditioner has leaks and is outdated – has a temporary fix that is not predicted to last long.
Supports organizational goals	Yes <u>x</u> ; No ___;
Questions from SET	<ul style="list-style-type: none"> • Would this be covered by current capital project budget - answer, no.
Grants pursued/opportunity pursued	None.

ORDINANCE NO. _____

Ordinance Amending Sections 10-7, 10-37, 10-95 and Creating Section 10-97 of the City of Tomah Municipal Code

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 10-7 is hereby amended to read as follows:

Section 10-7. Procedure adopted.

Variations, appeals and determinations shall follow the procedures set out in Wis. Admin. Code ch. SPS 316, § SPS 320.19, § SPS 320.20, § SPS 320.21, § SPS 361.21, § SPS 361.22, and § SPS 382.20.

SECTION TWO: Section 10-37 is hereby amended to read as follows:

Section 10-37. Term; fees.

Building permits shall expire **12** months after the date of issue, providing the work has commenced within six months of the date of issue. **Wisconsin Uniform Building Permits shall expire 24 months after issuance if the dwelling exterior has not been completed.**

Fees as established by resolution of the city council shall be collected at the time the permit is issued. No permit fee will be charged when the work is done for the city.

SECTION THREE: Section 10-95 is hereby amended to read as follows:

Section 10-95. – Adoption of building regulations. The following building regulations are hereby adopted and incorporated to the City of Tomah Code of ordinances by reference:

1. *One- and two-family dwelling units.* The Wisconsin Uniform Dwelling Code, Chs. SPS 320-325 **and Camping Units, Ch. SPS 327** of the Wisconsin Administrative Code, and all amendments thereto, shall apply to all one- and two-family dwelling units and accessory buildings, including existing units.

The building codes shall apply to the alternation, enlargement or repair of existing 1- and 2-family dwellings constructed prior to June 1, 1980, for which a building permit is required under this Chapter. Submitted building permit applications for alterations or additions to homes built prior to June 1, 1980, may provide alternative methods or materials that, when deemed necessary in the opinion of the Building Inspector, meet the current intent of the code.

The building codes shall apply to an existing building to be occupied as a one- or two-family dwelling, in which the building was not previously so occupied.

Any act required to be performed or prohibited by an Administrative Code provision incorporated herein by reference is required or prohibited by this Chapter.

2. *Commercial buildings.* Chs. SPS 360—366 of the Wisconsin Commercial Building Code (Wis. Admin. Code § 361.01 et seq.), specifically including Wis. Admin. Code § 361.60(4) regarding certification of inspectors; **and Wis. Admin. Code 361.60, Certified Municipalities** shall apply to all commercial buildings.

- Ch. SPS 302.31, Plan Review Fee Schedule
- Ch. SPS 305, Credentials
- Chs. SPS 375-379, Buildings Constructed Prior to 1914

3. **Wisconsin State Statutes Chapter 101 Department of Safety and Professional Services – Regulation of Industry, Buildings, and Safety.**

SECTION FOUR: Section 10-97 is hereby created as follows:

Sec. 10-97. Certified Municipality Status.

1. Certified Municipality. The City of Tomah hereby adopts the Certified Municipality Status as described in SPS 361.60 of the Wisconsin Administrative Code as follows:

a. Responsibilities. The City shall assume the following responsibilities for the Department of Safety and Professional Services (Department):

- 1). Provide inspections of all commercial buildings with certified commercial building inspectors.
- 2). Provide plan reviews of all commercial buildings with certified commercial building inspectors.

b. Plan Examination. Drawings, specifications, calculations for all the types of buildings and structures, except state-owned buildings and structures, to be constructed within the limits of the municipality shall be submitted, if the plans are for commercial buildings, without size limitations [Appointed Agent per Wis. Stat. § 101.12(3g)]

c. Waivers by Municipality or Department.

- 1). A certified municipality may waive its jurisdiction for the plan review of a specific project or type of project, or components thereof, in which case plans and specifications shall be submitted to the Department for review and approval.
- 2). The Department may waive its jurisdiction for the plan review of a specific project, agreed to by a certified municipality, in which case plans and specifications shall be submitted to the certified municipality for review and approval.

d. Plan Submission Procedures. All commercial buildings, structures, and alterations, including new buildings and additions less than 25,000 cubic feet, require plan submission as follows:

- 1). Building permit application.
- 2). Application for review – SBD-118, or equivalent, along with payment of applicable fees established by resolution of the City.
- 3). Four sets of complete building plans that include the following.
 - a). Signed and sealed per SPS 361.31.
 - b). One set of specifications.
 - c). Component and system plans.
 - d). Calculations showing code compliance.

SECTION FIVE: All ordinances in conflict with the foregoing are hereby repealed.

SECTION SEVEN: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED:

ORDINANCE NO. _____**Ordinance Amending Sections 10-7, 10-37, 10-95 and Creating Section 10-97 of the City of Tomah Municipal Code**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 10-7 is hereby amended to read as follows:

Section 10-7. Procedure adopted.

Variations, appeals and determinations shall follow the procedures set out in Wis. Admin. Code ch. SPS 316, § SPS 320.19, § SPS 320.20, § SPS 320.21, § SPS 361.21, § SPS 361.22, and § SPS 382.20.

SECTION TWO: Section 10-37 is hereby amended to read as follows:

Section 10-37. Term; fees.

Building permits shall expire 12 months after the date of issue, providing the work has commenced within six months of the date of issue. Wisconsin Uniform Building Permits shall expire 24 months after issuance if the dwelling exterior has not been completed.

Fees as established by resolution of the city council shall be collected at the time the permit is issued. No permit fee will be charged when the work is done for the city.

SECTION THREE: Section 10-95 is hereby amended to read as follows:

Section 10-95. – Adoption of building regulations. The following building regulations are hereby adopted and incorporated to the City of Tomah Code of ordinances by reference:

1. *One- and two-family dwelling units.* The Wisconsin Uniform Dwelling Code, Chs. SPS 320-325 and Camping Units, Ch. SPS 327 of the Wisconsin Administrative Code, and all amendments thereto, shall apply to all one- and two-family dwelling units and accessory buildings, including existing units.

The building codes shall apply to the alteration, enlargement or repair of existing 1- and 2-family dwellings constructed prior to June 1, 1980, for which a building permit is required under this Chapter. Submitted building permit applications for alterations or additions to homes built prior to June 1, 1980, may provide alternative methods or materials that, when deemed necessary in the opinion of the Building Inspector, meet the current intent of the code.

The building codes shall apply to an existing building to be occupied as a one- or two-family dwelling, in which the building was not previously so occupied.

Any act required to be performed or prohibited by an Administrative Code provision incorporated herein by reference is required or prohibited by this Chapter.

2. *Commercial buildings.* Chs. SPS 360—366 of the Wisconsin Commercial Building Code (Wis. Admin. Code § 361.01 et seq.), specifically including Wis. Admin. Code § 361.60(4) regarding certification of inspectors; and Wis. Admin. Code 361.60, Certified Municipalities shall apply to all commercial buildings.

- Ch. SPS 302.31, Plan Review Fee Schedule
- Ch. SPS 305, Credentials
- Chs. SPS 375-379, Buildings Constructed Prior to 1914

3. Wisconsin State Statutes Chapter 101 Department of Safety and Professional Services – Regulation of Industry, Buildings, and Safety.

SECTION FOUR: Section 10-97 is hereby created as follows:

Sec. 10-97. Certified Municipality Status.

1. Certified Municipality. The City of Tomah hereby adopts the Certified Municipality Status as described in SPS 361.60 of the Wisconsin Administrative Code as follows:

a. Responsibilities. The City shall assume the following responsibilities for the Department of Safety and Professional Services (Department):

- 1). Provide inspections of all commercial buildings with certified commercial building inspectors.
- 2). Provide plan reviews of all commercial buildings with certified commercial building inspectors.

b. Plan Examination. Drawings, specifications, calculations for all the types of buildings and structures, except state-owned buildings and structures, to be constructed within the limits of the municipality shall be submitted, if the plans are for commercial buildings, without size limitations [Appointed Agent per Wis. Stat. § 101.12(3g)]

c. Waivers by Municipality or Department.

- 1). A certified municipality may waive its jurisdiction for the plan review of a specific project or type of project, or components thereof, in which case plans and specifications shall be submitted to the Department for review and approval.
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SECTION FIVE: All ordinances in conflict with the foregoing are hereby repealed.

SECTION SEVEN: This ordinance shall take effect upon passage and publication.

Paul Dwyer, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

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