



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

A Parks and Recreation Commission meeting will be held on  
**Monday, March 04, 2024 at 5:45 PM**  
in the **Recreation Station** located at **316 Arthur St Tomah WI 54660.**

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

### **Approval of the Minutes**

1. January 2024 Park Board Minutes

### **Agenda Items**

1. Act on Request for use of Recreation Building to host a benefit.
2. Request the use of Veteran's Park Dog Park and Shelter for a (SAAPM) event.
3. Request use of Impact Fees to repair Irrigation System at Veteran's Park Soccer Complex
4. Request use of Impact fees to purchase equipment for new Disc Golf Course adjacent to Fireman's Park.
5. Tomah Parks and Program Report

### **Adjourn**

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



## MINUTES FOR PARKS AND RECREATION COMMISSION

A Parks and Recreation Commission meeting was held on  
**Monday, January 22, 2024 at 5:45 PM**  
**316 Arthur St Tomah WI 54660.**

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**Call to Order - Roll Call Present:** Director Protz, Dustin Powell, DeDe Nelson, Josephine Piper, Travis Scholze, Shirley Galstad-Roh, Dean Peterson **Absent:** Oak Moser. Donna Evans

**Approval of the Minutes** Motion made by Peterson, second by Nelson to accept the minutes of the December 2023 regular meeting minutes. Motion carried.

### Agenda Items

- 1. Recognize donation from Kindness Community Inc. to purchase equipment for programming at former Northside Fire Station and rename the facility as the Recreation Station.** A donation of \$20,000.00 was made by the Kindness Community Inc. to be used for materials needed for toddler/preschool programs. The donation will be split into two payments. \$10,000.00 before March 1, 2024 and \$10,000.00 after March 1, 2024. A rental fee schedule will be created based on the standards when renting other city park facilities. The Strong Bodies program will consider moving from the fairgrounds to the new Recreation Station. Motion made by Peterson, second by Nelson to accept and recognize the donation. Motion carried.
- 2. Athletic Field Project**  
Project Director Protz reviewed the 2 offers to correct the lighting situation at the Athletic Field Complex. See attached proposals. There was significant discussion on the merits of the two proposals. The board offered a 3<sup>rd</sup> proposal in a motion. Motion made by Peterson, second by Scholze to have the lighting mistake corrected according to the terms of the signed contract. In addition, discussion will continue on the cost of additional lights for the fields. Motion carried.
- 3. Tomah Parks and Recreation Program Report**  
Director Protz shared the program report. The fairground bldg. is rented for January, February and March. Work continues on improvements at the hockey bldg. Jenna Moser was awarded a \$2,000.00 grant from Oakdale Electric to create STEM classes for the summer.

**Adjourned @6:20 pm Motion by Peterson, second by Piper.**  
**Next regular meeting to be held on March 4, 2024 @ 5:45pm**

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**COMMISSION MEETING REPORT**

**Agenda Item:** Act on Request the use of the Recreation Building at a discounted rate to host benefit.

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

Director Protz has been contacted by Heather Wilcox to host a benefit on April 21<sup>st</sup> for those affected by the recent fire downtown Tomah. She has requested a discounted rate. The current rate is \$550.00 for a public event.

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

Joe Protz  
Joe Protz, Director

2-29-2024  
Date

March 1, 2024

Tomah Parks and Recreation

819 Superior Ave  
Tomah, WI 54660

To Whom It May Concern,

With the tragic fire that we had in Tomah on February 23, 2024. I am looking at helping put together a large benefit for all the families and businesses involved. I am looking at April 21, 2024, from 10 am to 3 pm. There will be more details to come as I get volunteers together that are willing to help with the event.

The reason for this letter is to request a reduced rate for the Recreation Building at Tomah Recreation Park. With the reduced rate we would be able to put more into the event without a large fee to pay upfront. Please let me know if the committee has any questions for me after the proposal letter is received.

Thank you for your time and consideration of my request.

Sincerely,



Heather Wilcox  
(608) 377-0767

**COMMISSION MEETING REPORT**

**Agenda Item:** Request the use of Veteran’s Park Dog Park and Shelter for a SAAPM Event

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

Director Protz has been contacted by members of a team from Ft. McCoy to host a Sexual Assault Awareness and Prevention Month activity at Veteran’s Park Dog Park and use of the shelter at no cost. The program will be free to the public.

**Recommendation:**  
Discuss event and authorize use of the dog park and shelter for no cost for this community event.

Joe Protz  
Joe Protz, Director

2-29-2024  
Date

**COMMISSION MEETING REPORT**

**Agenda Item:** Request the use of Impact fees to repair irrigation system at Veteran’s Park Soccer Fields.

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

Director Protz would like to request \$6,000.00 from Badger Coulee Impact Fees to replace/repair to the irrigation system at Veteran’s Park Soccer Field Complex. The current amount in the account is \$37,500.00.

**Recommendation:**  
Discuss request and authorize use of impact fees for the project.

Joe Protz  
Joe Protz, Director

2-29-2024  
Date

**COMMISSION MEETING REPORT**

**Agenda Item:** Request the use of Impact fees towards equipment for the new disc gold course adjacent to Fireman's Park.

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

Director Protz would like to request \$15,000.00 from Badger Coulee Impact Fees to be put towards equipment (tee boxes/baskets) at the new disc golf course adjacent to Fireman's Park. The current amount in the account is \$37,500.00. Current pricing for baskets ranges from \$8,000.00 to \$12,000.00. Some funds will be needed for tee boxes or markers of some sort.

**Recommendation:**  
Discuss request and authorize use of impact fees for the project.

Joe Protz  
Joe Protz, Director

2-29-2024  
Date

**Other Parks**

- Maintenance on equipment and buildings
- New Outdoor Sports Complex construction is ongoing. Turf to be installed in April
- Working on cleaning, painting, remodeling Recreation Station

**RECREATION PROGRAMS**

- Sunday Open Gym at High School and Wednesday Open Gym at Middle School
- Youth Basketball finished with 105 kids registered.
- Adult Basketball continues with 14 teams.
- Women's Indoor Volleyball began on January 7<sup>th</sup> with 8 teams.
- Planning for spring/summer programs and staff recruitment.

**AQUATIC CENTER**

Winterized.  
Working on Staff inquiries

**RECREATION PARK**

- January-5-6 Glen Mille Auction. 12-14 Tavern League Pool Tournament, 19-20 Rabbitt Show, 25-28 Gun Show.
- Feb 17 SCA, Feb 24 Sleep in Heavenly Peace,
- March 2 Tomah Baseball Club Opening Night, March 9 Families First Trivia, March 16 SCA, March 23 n.a.s.a. Banquet, March 28-29 Glen Miller Auction
- April 5-6 Toy Show, April 11-14 Gun Show, April 27 Oakdale Electric Annual Meeting
- General upkeep and maintenance on buildings
- On going programming at Tomah Ice Center.
- Pre-Construction meeting set for March 21<sup>st</sup> for the Ice Center Addition.

*Joe Protz*

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