

## MEETING MINUTES - CITY OF TOMAH

A meeting of the **Parks & Recreation Commission (PRC)** for the City of Tomah was held on Monday the 4th day of February, 2019 at 5:45 p.m., City of Tomah Council Chambers

The following members were present: Oak Moser, Dir. Joe Protz, Dustin Powell, Lamont Kiefer, Remy Gomez, Jared Tessman, Tess Saunders

The following members were absent: Shirley Galstad-Roh, Bruce Peth

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Others present: Roger Gorius,

Act on Minutes of regular meeting. A motion by Kiefer to accept the minutes of the Nov 26, 2018 regular meeting, second by Saunders. All ayes. Motion carried.

Veteran's Memorial and Veteran's Memorial Committee: Tom Flock sent a letter to Dir Protz advising that the Committee is disbanding after 13 years. \$23,000 remains in an account established by the Committee with the City. A listing of typical annual expenses was provided with the letter. A 10-year ceremony is being planned as the last act of the Committee. The Committee has accomplished the mission and will disband. Park & Rec Dept will take over the control/maintenance for the Memorial. Motion by Kiefer, second by Tessman, to accept the responsibility for the Memorial from the original committee. All ayes, motion passed.

CBS Squared Inc proposal for Comprehensive Outdoor Recreation Plan, Winnebago Park Master Plan and Boy Scout Cabin Architectural Study: Dir Protz reviewed the plan that details the Parks, assesses current conditions per Nations Recreation and Park Associations (NRPA) standards, suggests action plans to "solve or reduce deficiencies" within the community relative to the park, recreation and open space opportunities; provides a master plan for Winnebago Park; and an architectural study of the Boy Scout Cabin in Buckley Park and evaluation of its potential uses. Multiple bids were solicited, only CBS Squared responded with a formal quotation. Motion by Tessman, second by Gomez to issue a contract to CBS Squared as proposed. All ayes, motion carried.

Tomah Rotary Club Music Park in Winnebago Park: The Tomah Rotarians wish to build an outdoor music park, accessible to all, for all ages and abilities with specially designed percussion instruments. The Music Park plan would be incorporated with the master park plan for Winnebago Park. Motion by Saunders, second by Moser to approve the Tomah Rotary request to pursue a Music Park installation consistent with Winnebago Park master plan. All ayes, motion carried.

Public Restroom Signage: A sign is planned to be installed in the clock planter at Tomah's new "Comfort Station" on Superior Avenue just north of Gillette Park.

Dir Protz presented several sign designs. The PRC unanimously selected a design that Dir Protz will pursue. Anticipated completion/opening of the Comfort Station is to be Spring 2019.

Parks and Rec Program Report: Dir Protz reviewed the January 2019 Park and Rec Program report. Typical winter programs continue. Freeze Fest was this past weekend (Feb 1,2). Work continues on the aquatic center water filter system and electrical upgrades in the pump house. All buildings are heavily used on a daily basis.

Other Affairs:

- Dir Protz informed the PRC that there are several activities scheduled at Rec Park during July. From July 11-14 we will be hosting a Renaissance Fair to use the grandstand and pit areas for re-enactments. That same weekend there will be a Tractor Ride Event and the Feed My Starving Children event will be held in the Progress Building.
- Lamont Kiefer reviewed the results of the survey taken by Farmers Market vendors asking about their experience this past season and for suggestions. Most comments were positive, and some suggestions were made primarily about the hours of operation on Saturday's. At this time, no formal changes are being recommended to the guidelines.
- Dir Protz is pursuing the design of an open-air pavilion for Rec Park, to be located just south of the current playground area. Funds would be solicited to finance the construction.
- A possible pedestrian crossing is being investigated for N Superior Ave in the area of Memorial Park. No definitive plan at this time.

Motion by Kiefer to adjourn, second by Tessman. All ayes, motion carried. Meeting adjourned at 6:40PM.

Next regular monthly meeting to be held Monday, Feb 25, 2019, 5:45PM, at Tomah City Council Chambers.

Respectfully Submitted: Oak Moser