

Tuesday, June 11, 2024
5:00 p.m.

Tomahawk City Hall
23 N 2nd Street

**COMMITTEE
MEMBERS**

JEFF KAHLE
CHAIRPERSON
TERM EXP 2027

MICKEY LOKA
TERM EXP 2026

STEVE BARTZ
TERM EXP 2027

MELISSA NIEMAN
TERM EXP 2025

DAN SCHULLER
TERM EXP 2025

JUSTIN LUND
TERM EXP 2026

JIM DAENICKE
TERM EXP 2027

The Committee meeting will be held both in person and virtually. If you are attending remotely, you can do so by:

US Toll Free:
1-888-475-4499

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903 385 0484

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AGENDA

- A. **Call to Order**
- B. **Public Comments** (During this item on the agenda the Committee listens to oral comments from members of the public on non-agenda items. When speaking please state your name and limit your time to five minutes.)
- C. **Welcome to New Members:** Review of Committee Responsibilities & Procedures
- D. **Minutes of Previous Meeting(s)**
 - 1. May 14th, 2024
- E. **Other Business**
 - 1. Washington Square Park Improvements – Project Updates
 - 2. SARA Park Campground Expansion Updates
- F. **Park Leadsperson Report**
- G. **Set Time and Date of Next Meeting**
 - 1. July 9th, 2024
- H. **Adjournment**

Any additions to this agenda will be added to the original posted at City Hall. Any person who has a qualifying disability as defined by the Americans with Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Clerk-Treasurer at City Hall, 453-4040, at least three days prior to the meeting so any necessary arrangements can be made to accommodate each request.

1 **Park and Recreations Committee**
2 **City of Tomahawk, City Council Chambers**
3 **23 N 2nd St, Tomahawk, WI 54487**
4 **May 14, 2024, at 5:00 p.m.**
5

6 **Call to Order:** Jeff Kahle called the Park and Recreations Committee to order at 5:00 p.m.
7

8 **Roll Call:** Committee members present were Jeffrey Kahle, Sue Thompson, Mickey Loka, Dan
9 Schuller, Steve “Ding” Bartz, Justin Lund, and Melissa Nieman.

10
11 Also present was Clerk/Treasurer Amanda L. Bartz, Park Leadsperson Steve Borem, Lucus Geiger
12 from MSA Professional Services, Kris Thomspson from the United States Postal Service, Kathy Tobin,
13 Carli Meyer, and Cathy Schmit.
14

15 **Public comments:** There were no public comments.
16

17 **Minutes:** MICKEY LOKA MOVED to approve the meeting minutes from March 12th, 2024 and LUND
18 seconded. The VOTE was unanimous.
19

20 **Other Business**

21 Request from United States Postal Service (USPS) to Use SARA Park as a Postal Driver Training
22 Location

23 Kris Thomspson from the USPS explained that they are looking for a driver training site in the
24 northern region. She stated that it would be one-on-one training and would be completed each day
25 between 9:00 a.m. and 1:00 p.m.
26

27 Thompson stated that there are benefits to having the training site in Tomahawk. She explained
28 that it brings people that would not necessarily come to Tomahawk into our community and gives
29 us a way to showcase our town and it contributes to the economy.
30

31 Clerk BARTZ stated that as part of the request, they would like to put in 4 or 5 posts and fake
32 mailboxes to use during the training. She suggested putting the post in the area leaving the SARA
33 Park Boat Landing and would be out of the way.
34

35 SCHULLER asked if there is a written formal agreement with the USPS. LUND asked what the hours
36 of operation would be. Thompson stated that the training is from 9:00 a.m. to noon but could
37 safely say they would be done by 1:00 p.m.
38

39 MICKEY LOKA MOVED to enter into a written agreement with the United States Postal Office and to
40 allow a maximum of 5 post and mailboxes to be placed in the right-of-way on the southerly
41 direction of the SARA Park Boat Landing Road heading towards Somo Avene. SCHULLER
42 seconded. The VOTE was unanimous.
43

44 Washington Square Park Improvements: Project Updates

45 Geiger updated the Committee on the project stating that most of the utilities are in place. He
46 noted that they have found concrete under the asphalt at the basketball court that was unknown.

1 Geiger stated that SD Ellenbecker is ahead of schedule. He stated that the question was asked if
2 the playground could open when it is complete or if they have to wait for the construction to be
3 completed. He stated that we can look at that when the time comes but stated there will likely be
4 safety concerns with an active construction site and users of the park.

5
6 Washington Square Park Improvements: Review Q & A between Tomahawk Together and City of
7 Tomahawk

8 Schmit stated that Tomahawk Together has concerns that the global budget is half a million dollars
9 higher than what was initially thought. She stated that Tomahawk Together thought that the
10 contingency would be put in an account to be used for future maintenance, replacement, etc. She
11 asked what happened to the \$500,000 contingency. She asked if it concerns anyone else. She
12 reviewed the budgeted expenditures that were presented to the Bierman Foundation with the
13 Committee.

14
15 MICKEY LOKA stated that he is not concerned, and, like all other City projects, contingency funds
16 are used for unforeseen expenses during the project.

17
18 BARTZ stated that there will be change orders and the contingency amounts cover those change
19 orders.

20
21 Geiger reviewed the global budget. SCHULLER stated that 20% of the project seems high but the
22 estimates are done a year or two in advance and the actual costs come in higher than anticipated.
23 He stated that this happens all the time in public projects and agreed that we can anticipate
24 change orders. He also stated that it was agreed that any left-over funds would help with the
25 ongoing and future cost of the park.

26
27 Clerk BARTZ handed out all the anticipated revenues and a summary of revenues and expenditures
28 that was presented to the Bierman Foundation. She stated that the summary shows a short fall of
29 \$1.5 million. The additional \$500,000 donated was to match the needed funds to complete the
30 project along with the 20% contingency for inflation and unforeseen costs (change orders).

31
32 Washington Square Park Improvements: Request from Tomahawk Together for Signs within the
33 Park

34 Tobin stated that they have some examples of signs posted in other parks that she can provide.
35 Geiger stated that we have not quite figured out what signage is needed. Discussion followed.

36
37 SARA Park Campground Expansion Updates

38 Clerk BARTZ reviewed the updated plans with the Committee. SCHULLER asked if the campground
39 plans had been approved by the State and if that was something that was needed. Clerk stated
40 that she will look into any plan approvals.

41
42 Award Zero Turn Lawn Mower Bid

43 The clerk explained that three bids were received, and that Quinlan's was the low bidder at
44 \$11,205. MICKEY LOKA MOVED to award the bid to the lowest bidder and SCHULLER seconded.
45 The VOTE was unanimous.

1 **Leadsperson:** BOREM reported that the summer season has started and that they have their first
2 wedding in Bradley Park this coming weekend.

3

4 **Next meeting:** The next regular meeting of the Park and Recreations Committee is scheduled for
5 June 11th, 2024 at City Hall, Council Chambers at 5:00 p.m.

6

7 **Adjourn:** MICKEY LOKA MOVED to adjourn the meeting of Park and Recreations Committee and
8 LUND seconded. The VOTE was unanimous. The meeting was adjourned at 5:56 p.m.

9