

**PARKS, RECREATION AND OUTDOOR COMMITTEE  
NOTICE TO VILLAGE CLERK OF PROPOSED COMMITTEE MEETING  
VILLAGE OF WALWORTH, WALWORTH COUNTY, WI**

PLEASE TAKE NOTICE THAT THE **PARKS, RECREATION AND OUTDOOR COMMITTEE AND THE AD HOC COMMITTEE FOR THE COMPREHENSIVE PARKS, RECREATION, AND OUTDOOR PLAN** will meet **jointly on Thursday, Feb. 22, 2024 at 5:00 PM.** A MAJORITY OF THE VILLAGE BOARD MAY BE PRESENT AT THE MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION-MAKING RESPONSIBILITY.

This constitutes a meeting of the Village Board pursuant to “State ex rel. Badke v. Greendale Village Board,” 173 Wis.3d 553,494 N.W. 2d 408(1993), and must be noticed as such, although the board will NOT take any formal action at this meeting. Therefore, proper notice must be given to the press and public. One week is preferred; 24 hours should be the minimum, to post the proper notices. Please submit the following Notice to the Village Clerk for all committee meetings.

Prepared by: Matt Tanner, Arlene Vorpapel

Date: Feb. 20, 2024

**VILLAGE OF WALWORTH  
JOINT MEETING OF THE PARKS, RECREATION AND OUTDOOR COMMITTEE AND THE AD HOC  
COMMITTEE OF THE COMPREHENSIVE PARKS, RECREATION, AND OUTDOOR PLAN**

**AGENDA  
Thursday, February 22, 2024, 5:00 PM**

**The public may attend this meeting at Walworth Village Hall, 227 N. Main St., Walworth, WI 53184**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PURPOSE** This meeting will represent the first official meeting of the **PARKS, RECREATION AND OUTDOOR COMMITTEE and the conclusion of the AD HOC COMMITTEE FOR THE COMPREHENSIVE PARKS, RECREATION, AND OUTDOOR PLAN**
4. **APPROVAL** of Comprehensive Parks, Recreation and Outdoor Plan Committee Minutes from 01/30/24 (Per Chairperson Kahl: ONLY Ad Hoc committee members may vote on these minutes.)
5. **CITIZEN COMMENTS WELCOMED**

**DISCUSSION, CONSIDERATION AND RECOMMENDATIONS**

6. **REVIEW** Village of Walworth Plan Commission’s assigned task to the AD HOC COMMITTEE FOR THE 2018-2023 COMPREHENSIVE PARKS, RECREATION, AND OUTDOOR PLAN
  - a. Term of Committee Jan 10, 2023 – Jan 30, 2024
  - b. Committee Members Chairperson and Plan Commission member representative Mary Ann Kahl, Village Board Trustee member Kristi Reiersen, and citizen members Dana Goheen, Grace Churchill and Arlene Vorpapel
  - c. Purpose Update Village of Walworth 2018-2023 Comprehensive Outdoor Recreation Plan

- d. Review by Chairperson Mary Ann Kahl
- e. Final Comp Plan on Record by Arlene Vorpapel
  - i. Walworth Village Office
  - ii. Walworth County Records/County Clerk
  - iii. SEWRPC
  - iv. WDNR
- f. Closing Comments on Ad Hoc Committee

**7. NEW PARK COMMITTEE**

- a. Purpose (per 2024-2029 Comprehensive Parks, Recreation and Outdoor Plan)  
The Village PROS Committee shall oversee the goals and policies put forth in this Comprehensive Outdoor Recreation Plan; assist and provide recommendations and other considerations to the Village Board of Trustees with regard to budget development, supervision, and maintenance of all Parks and Recreational Facilities; and shall work with other interested committees and organizations of the Village, as well as the Big Foot Recreation District, to help develop and encourage the use of the parks and recreation areas.
- b. Committee members as approved by the Village Board Feb 12, 2024 Chairman Matt Tanner, Village Board and Public Works representative, citizen members Dana Goheen, Perry Weborg, Cara Pfeiffer and Secretary Arlene Vorpapel, and advisory, (non-voting) member of the Big Foot Recreation District, Director Chuck Thiesenhusen
  - \* Introduction of each member and share your vision for the parks and what you hope to accomplish on the park committee (specific ideas please)
- c. Establish schedule for regular meeting dates, time, and location

**8. SUMMARY OF COMP PLAN ACTION ITEMS**

- a. Immediate action items
  - i. Create a separate 501 (c)(3) Friends of the Village of Walworth Parks, Recreation, and Open Space
  - ii. Create a Maintenance Schedule for park sites
  - iii. Create a community calendar for park usage activities
  - iv. Stump removals
  - v. Clean up all memorials
  - vi. Schedule Safety Checks
  - vii. Document and publish history of each park including a list of memorials and their location
  - viii. Plan community events that highlight Village Park sites, including bike and walking paths and publish information regarding these events
  - ix. Create a tree replacement plan

**9. WALWORTH PARKS**

- a. Assess & Prioritize

- i. Heyer Park
  - ii. Devils Lane Park
  - iii. Toynton Park
  - iv. Rotary Park
  - v. Badger Park
  - vi. Assessment form for each park
- b. Resources
- i. Maintenance & Improvement Budget
  - ii. Impact Fees
    - 1. Park Signs
    - 2. Available Funds
  - iii. Outside Funding
  - iv. Manpower
    - 1. Public Works Dept
    - 2. Volunteers
    - 3. Local Organizations
  - v. Planning & Planners
    - 1. Consultants
    - 2. Local Vendors
    - 3. UW-Extension
      - a. Walworth County Horticulture Outreach Specialist, Julie Hill
      - b. UW Extension Master Gardener Program
    - 4. Local gardeners, garden clubs, interested individuals, etc.

**10. PUBLIC PLAYGROUND SAFETY HANDBOOK** (per Village Insurance Provider)

**11. NEXT MEETING OF PARK COMMITTEE**

**12. ADJOURNMENT**

cc: Village Board, Walworth Times, Lake Geneva Regional News  
 Posting Feb. 19, 2024 Village Hall, Library, Post Office, & online at: [www.villageofwalworth.govoffice2.com](http://www.villageofwalworth.govoffice2.com)