

**Walworth County Board of Supervisors  
Park Committee Meeting Minutes  
Monday, July 19, 2021  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Nancy Russell called the meeting to order at 2:00 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Nancy Russell; Vice Chair Dan Kilkenny; Supervisor Brian Holt; and Citizen Members Merilee Holst and Mariette Nowak. A quorum was declared.

**Others in Attendance:**

County Staff: County Administrator Mark W. Luberda; Director-Public Works Richard Hough; and Deputy Director-Asset Management (PW)/Park General Manager Matt Mortwedt.

Members of the Public: Land Protection Manager Kiera Theys.

**On motion by Supervisor Holt, second by Citizen Member Holst, the agenda was approved with no withdrawals.**

**On motion by Supervisor Holt, second by Citizen Member Nowak, the May 17, 2021 Park Committee meeting minutes were approved.**

**Public comment** – There was none.

**Consent Items**

7a) Reports

1) Park Summary Report – July 2021

Deputy Director- Asset Management (PW)/Park General Manager Matt Mortwedt gave an overview of the Park Summary Report. He provided updates on the prairie planting at White River Park, the park and open space plan being drafted by Southeastern Wisconsin Regional Planning Commission (SEWRPC), his work developing a Walworth County Parks five year master plan, and upcoming events. Mortwedt also addressed the remaining funds in the Capital Improvement Project (CIP) budget. He explained, between \$55,000 and \$60,000 of the funds are allotted for the remaining portion of the prairie planting project, \$25,000 is for payment to SEWRPC for the park and open space plan, and the remaining amount is reserved to cover potential costs for infrastructure improvements to trail bridges. It is unknown if the Parks Department will be responsible for the cost of the improvements, as it has yet to be determined if the state is going to cover those costs. Director of Public Works Richard Hough stated the allotted funds for the bridges may be held up to three years without any committed dollars. He explained, the situation is being monitored and if the repairs end up being the state's responsibility, the funds will be returned for another purpose. Discussion then focused on necessary expansion and repairs to parking lots at the various parks. Administrator Mark W. Luberda noted, funding from the American Rescue Plan Act (ARPA) could potentially be utilized for these parking lot repairs or expansion. It will be investigated further if any items addressed in the five year park plan could be funded through ARPA.

**New Business**

8a) Geneva Lakes Conservancy proposed sign for White River Park Prairie and Oak Savannah  
Land Protection Manager Kiera Theys provided an overview of the proposed sign at the White River Park Prairie and Oak Savannah. The committee requested further information regarding the material and durability of the sign, the responsibility of maintenance, and modification to the amount of wording. Mortwedt suggested this item could be tabled until the next meeting to allow time to obtain additional information and make adjustments requested by the committee. **Supervisor Holt offered a motion, second**

**by Citizen Member Holst, to table the Geneva Lakes Conservancy proposed sign for White River Park Prairie and Oak Savannah until the October 18, 2021 meeting. Motion carried 5-0.**

8b) Geneva Lakes Conservancy proposed rock and plaque memorial for White River Park  
Discussion focused on what precedent may be set if this rock and plaque memorial were to be approved for placement in White River Park. The committee expressed concerns regarding past donation recognition and how any future requests would be handled. In addition, the donation made by the individual was to the Geneva Lakes Conservancy, not Walworth County directly. Administrator Lubberda explained this is common within government partnerships to recognize these indirect donations in an effort to encourage further donations. Currently, there is no formal procedure in place for this type of request. **Supervisor Holt offered a motion, second by Citizen Member Holst, for the Parks Department to develop a plan setting precedence for future and past donations; recognizing donations made to the parks and for it to be inclusive to all donors and not set for a specific individual; and for it to be ready for the October 18, 2021 committee meeting. Motion carried 4-0** (Vice-Chair Kilkenny was not audible at time of vote.)

**Reports/announcements by Chairperson-** There were none.

**Confirmation of next meeting:** The next meeting was confirmed for Monday, October 18, 2021 at 2:00 p.m.

#### **Adjournment**

**On motion by Citizen Member Holst, second by Citizen Member Nowak, Chair Russell adjourned the meeting at 2:52 p.m.**