

**ALLOUEZ PARKS, RECREATION, & FORESTRY COMMITTEE MEETING  
TUESDAY, FEBRUARY 23, 2016  
6:30 P.M., ALLOUEZ VILLAGE HALL, 1900 LIBAL STREET, GREEN BAY**

CALL TO ORDER/ROLL CALL

Meeting was called to order at 6:33 PM by Lee Bouche.

Present: Lee Bouche, Dave Doran, Bob Ferguson, Rob Atwood,

Excused: Angela Kowalzek-Adrians, Martha Bonnie, Kelsey Prescott

Also Present: Chris Clark, Matt Hahn

MODIFY / ADOPT AGENDA

**R. Atwood moved to adopt the agenda as presented. D. Doran seconded the motion. All ayes.**

APPROVAL OF JANUARY 26, 2016 MINUTES

**B. Ferguson moved to approve the January 26, 2016 minutes. L. Bouche seconded the motion. All ayes.**

PUBLIC APPEARANCES

Jim O'Rourke, 2339 Oakwood Avenue

- The Allouez Bicycle and Pedestrian Committee is looking carefully at the proposed pedestrian crossing refuge islands at various locations along Riverside Drive to allow access to the parks and trails on the west side of Riverside Dr.

Rita Houston, 122 Olde Allouez Court

- Asked if landscape edging could be installed around the crane sculpture that she donated at Sunset Park.
- Questioned why the village has so many parks and could that land be used for other purposes.

INFORMATION/REPORTS

- a. C. Clark gave the Committee an update on the Fox River State Recreational Trail winter snow removal operation. The Village Board has directed staff to continue to work with Brown County Parks Department and the State of Wisconsin to finalize an agreement for Allouez to remove the snow from the Fox River trail beginning in the winter of 2016/2017.
- b. C. Clark gave the Committee an update on the Sunset Park Trail Spur Project. The Village has partnered with several groups, Brown County Parks Department, Friends of the Fox River Trail, Stantec Corp., and Fox-Wisconsin Heritage Parkway, to remove invasive species from a parcel along the Fox River Trail on the south end of Sunset Park. We are also investigating development ideas including the installation of a trail or boardwalk, habitat restoration,

gazebo, benches, fish habitat, and an osprey nest platform. We are also looking into grant opportunities to help fund parts of the development.

### DISCUSSION: RECREATION PROGRAMS

M. Hahn presented a list of recreation programs that the Park, Recreation, and Forestry Department will potentially be offering for youth, adult, senior, and families in Allouez beginning in 2016.

Programs that were discussed:

- Youth
  - Golf
  - Summer Camp
  - Hunter's Safety
  - School's Out Trips
  - Counselor In Training Program
  - Martial Arts Classes
  - Poms/Hip-Hop Dance
  - Mini-event Days
- Adult
  - Zumba
  - Photography
  - Golf
  - Pickleball
- Senior
  - Monthly Seminars on health, financial, technology, etc
  - Movies, bingo, etc.
  - Partner with other municipalities to offer Senior events
  - Holiday Gala, Summer Picnic, Valentines and Halloween Dinner /Dance
- Family
  - Movie in the Park
  - Holiday Tree Walk
  - Family Trips
  - Social Media Events
  - Park Madness, Scavenger Hunt

### DISCUSSION: DONATIONS AND SPONSORSHIPS

C. Clark and M. Hahn presented some ideas and methods for the Parks, Recreation, and Forestry Department to acquire donations and sponsorships to offset cost for operation of programs, capital improvements, and general department operations. The Committee was given an example of a donation / sponsorship packet that includes many options for a business, individual, or group to participate in financial contributions for programs, improvements, and general operations in the Parks, Rec, and Forestry Department.

Another item the Department will investigate is utilizing Crowdfunding sites, such as Go Fund Me or Kick Starter, to reach out for financial assistance toward projects or park improvements.

R. Atwood suggested talking with area businesses to set aside a day or week to give customers the opportunity to round up their bill for a cause or donations to the Village.

DISCUSSION: PROGRAM AND FACILITY FEE WAIVERS

The Village Board had asked the Committee to discuss and propose a policy for the waiving or reduction of fees for certain groups that rent village facilities or participate in programs.

C. Clark asked the Committee for their thoughts and ideas the Department should move forward with in creating a Fee Waiver Policy, who qualifies, and the process.

Discussion:

- R. Atwood felt that a fee should be charged to cover maintenance expenses for facility use at minimum.
- Staff should create a simple request form that would have the group/individual state their case for the waiving or reduction of fees.
- Case by case basis.
- Requests should go to the Parks, Recreation, and Forestry Committee for approval.

C. Clark will continue to work on a waiver request form and policy.

UWGB COMMUNITY SIGNAGE DESIGN PROJECT

C. Clark presented several ideas that students from a UWGB design arts class has been working on to create a common sign theme for the Village to utilize for various signage opportunities throughout the community. The idea behind this project is to create signage that provides a sense of place and to let people know that they are in Allouez.

Recommendations from the Committee:

- Continue to move forward with project.
- Use the logo “swirl” as a consistent item.
- Use standard colors, same logo, design, and fonts on every sign item.
- Likes the use of natural ledge stone sign base.
- Likes eye catching banners.
- Staying historic and blend with the modern.
- Not excited about individual park sign logos because of potential cost.
- Do something special with the water tower.

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

**D. Doran moved to adjourn at 7:54 PM. B. Ferguson seconded the motion. All ayes.**

Minutes taken by Chris Clark.