

2.029 – USE OF THE 1000 ISLANDS ENVIRONMENTAL CENTER BUILDING AND GROUNDS.

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The 1000 Islands Environmental Center Committee establishes this USAGE POLICY which is intended to cover usage of all 1000 Islands Buildings and Grounds.

A. The primary use of the buildings and pavilion will be for 1000 Islands' environmental educational programs. When not reserved for such use, they will be available for use by other individuals, groups and organizations, as approved by the 1000 Islands Environmental Center Committee and/or Director/Naturalist. The 1000 Islands pavilion is available to rent for any activities/events in accordance with this policy. The Nature Center building is only available to rent for meetings, workshops or other structured events. In order to protect the building, exhibits and live animals, party rentals will not be approved.

1. In accordance with Kaukauna Fire Department regulations, group sizes are limited to 150 (one hundred fifty) persons occupancy for the building. Groups requesting use of 1000 Islands for numbers over these limits must request special permission be granted by the Kaukauna Fire Department.
2. In the event of severe weather (severe thunderstorms, high winds, tornado warnings, or any other weather related situations) SECURE AREAS are designated as follows:
The kitchen area. (Be sure serving counter window curtain is down)
The bathroom areas and inner bathroom hallway.
3. The Kaukauna Area School District (all public and parochial schools) has priority scheduling of its students if done by authorized school personnel 12 months in advance and are exempt from any fees. Other schools and groups/organizations may schedule up to 11 months in advance.
4. Scheduling for building and pavilion rentals is done through the 1000 Islands office. Rental of the building does not include use of the pavilion. Rental of the pavilion does not include use of the Environmental Center building, ball diamonds, or other park amenities which remain open to the public. Policies 2.0296, 2.0297, and 2.0298 state the Building and Pavilion Use Agreement and Closing-up Checklist which outlines all information and guidelines regarding facility rentals.
5. When a group/organization has reserved 1000 Islands facilities or property the reservation will not be displaced because of a later request by either the Committee or staff.
6. The 1000 Islands Environmental Center or its properties will not be used for any purpose which, in the opinion of the 1000 Islands Committee, will interfere with the normal operation of 1000 Islands, or is inconsistent with the public supported character of the 1000 Islands Environmental Center. Request for use of the facility by any group or person that has abused the facilities or violated policies in an earlier use may be denied.
7. Activities on the premises which will be excluded are:

- a. Programs involving the sale, advertising or promotion of commercial services or products.
- b. Promotion or fundraising for any candidates for elected office, unless opposing points of view are represented on the same program; i.e., forum-type program.

8. Rent of 1000 Islands Building(s) must be on a preapproved basis. The building(s) and properties are open – Tuesday through Friday from 8:00 a.m. to 4:00 p.m. and Saturday from 10:00 a.m. to 3:30 p.m. After scheduled open hours, rentals are also available according to 1000 Islands' approved policies. No groups can request the parkland and 1000 Islands trails for private use. The 1000 Islands buildings and all other properties are for general use except for private or closed use which can only be approved by the 1000 Islands Environmental Center Committee.

9. Application Procedure: Application for use of the 1000 Islands building, pavilion or properties by non-1000 Islands groups, must be made on the Application Form 2.0294, by an authorized representative of the applying group or individual. The application shall include name of group or individual, date requested and nature of meeting, along with the name of the person responsible for the conduct of the group and for monetary charges that may result from the use. If use of the facility is approved, facility use rules are provided to the renter. (See 2.0296, 2.0297, 2.0298)

10. User Fee: Groups utilizing the 1000 Islands building and properties will be subject to User Fee(s) as established by this 1000 Islands Environmental Center Policy. (See 2.0291 – User Fee Schedule).

11. No User Fees are required for general public use of the wooded areas, trails and other 1000 Islands parkland. These areas are open on a daily basis under the same time period as all Kaukauna City parks.

B. This policy includes all walking, hiking, areas of the 1000 Islands Environmental Center. Use by the public follows general policies maintained by 1000 Islands, the City of Kaukauna and the Wisconsin DNR.

1. The parkland and trail system are open until 11:00 p.m. daily. All visitors must vacate the premises by this time. No overnight camping is allowed.
2. No personal animals (pets) are permitted on 1000 Islands properties at any time. Dogs licensed as service animals are acceptable.
3. With the exception of the Valley Bike Trail and mobility disability devices, all pedal powered bikes, skates or skateboards or any type of motorized vehicles are strictly prohibited unless authorized by staff.
4. Fishing is allowed along the Fox River at any point and subject to all Wisconsin Department of Natural Resources fishing regulations. Arrows must not be knocked while traveling on the property.

5. Hunting or trapping is not permitted within the 1000 Islands Conservancy Zone. The 1000 Islands Committee, with approval from the City of Kaukauna, may create special hunts for the purpose of wildlife management.
6. The Fox River abuts the 1000 Islands property. While the river is public water, basic water rules and common sense should always prevail when being by the water or using the surrounding water in any way. Water levels are controlled by the Army Corps of Engineers and these levels are subject to dramatic change due to water use and conditions.
7. The Department of Natural Resources provides rules and recommendations for use of motor crafts and avoiding disturbing water fowl, animals, or birds. Also, the U.S. Fish and Wildlife Service and the Wisconsin State Wildlife Agency provide procedures to follow in using the river and these land areas.

Misuse of any of 1000 Islands properties could be subject to restricted use of 1000 Islands areas or arrest or fines.