



# Lake County Forest Preserves

General Offices  
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www.LCFPD.org

**DATE:** August 4, 2025

**MEMO TO:** Sara Knizhnik, Chair  
Operations Committee

Gina Roberts, Chair  
Finance Committee

**FROM:** Steve Neaman  
Director of Finance

**RECOMMENDATION:** Recommend approval of an Ordinance establishing fees and charges for District permits, programs, services and facilities (Annual Fee Ordinance).

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability.

**FINANCIAL DATA:** Annually, department Directors review District-imposed fees and recommend adjustments to them as necessary to ensure compliance with the District's Fee Guidelines. The attached recommended Annual Fee Ordinance adjusts fees for permits, educational programs and facility use.

**BACKGROUND:** The Annual Fee Ordinance is prepared in accordance with the District's Fee Guidelines. The Annual Fee Ordinance includes fees for use of District facilities and services, and provides authority for setting fees not listed in the Annual Fee Ordinance.

Adjustments to the Annual Fee Ordinance include:

- Elimination of fees for Programs/Education no longer conducted.
- Inclusion of discount programs for Dunn Museum admission.
- Updates to program fee waiver and transportation grant opportunities for eligible school districts participating in certain field trips and in-school programs.
- Updates to Picnic Site Permit and Special Use Permit fees.
- Increases at banquet facilities and Fox River to reflect market conditions.
- Increase to the Independence Grove Concert Night fee to reflect market conditions.
- Increases to boat and bike rental fees to include applicable sales tax.

All new and adjusted fees for the Education Programs will go into effect on August 13, 2025. The remainder of the new and adjusted fees will go into effect January 1, 2026.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Department Directors, Manager of Board Operations, and Corporate Counsel.

**STATE OF ILLINOIS)**

) SS

**COUNTY OF LAKE )**

## BOARD OF COMMISSIONERS

# LAKE COUNTY FOREST PRESERVE DISTRICT

## REGULAR AUGUST MEETING

**AUGUST 13, 2025**

**MADAM PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:**

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith “An Ordinance Establishing Fees and Charges for District Permits, Programs, Services, and Facilities (Annual Fee Ordinance)” and request its approval.

**OPERATIONS COMMITTEE:**

Date: 8/4/2025 ☐ Roll Call Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

☒ Voice Vote Majority Ayes; Nays: 1

**FINANCE COMMITTEE:**

Date: \_\_\_\_\_ ☐ Roll Call Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

☐ Voice Vote Majority Ayes; Nays:\_\_\_\_\_

**LAKE COUNTY FOREST PRESERVE DISTRICT  
LAKE COUNTY, ILLINOIS**

**AN ORDINANCE ESTABLISHING FEES AND CHARGES  
FOR DISTRICT PERMITS, PROGRAMS, SERVICES, AND FACILITIES  
(ANNUAL FEE ORDINANCE)**

**WHEREAS**, the Lake County Forest Preserve District (the "District") is authorized to acquire and hold lands "for the purpose of protecting and preserving the flora, fauna, and scenic beauties within [the] District . . . for the purpose of education, pleasure and recreation of the public," 70 ILCS 805/5; and

**WHEREAS**, the District uses general tax revenues to provide certain programs, services and facilities of general availability and use to all District residents; and

**WHEREAS**, general tax revenues of the District are insufficient to accommodate the operation, maintenance and administrative costs of providing District permits, programs, services, facilities and special use areas for Lake County's residents; and

**WHEREAS**, the District assesses fees and charges to the users of District programs, services, facilities and special use areas that provide benefits to a limited and identifiable group of users, which are in addition to those enjoyed by the general public; and

**WHEREAS**, the District has approved "Guidelines for District Fee Ordinance," including a Fee Matrix, which has been amended from time to time (the "Guidelines"), which establish the principles upon which fees and charges for the use of District programs, services, facilities and special use areas should be determined; and

**WHEREAS**, pursuant to Section 8(a) of the Downstate Forest Preserve District Act, 70 ILCS 805/8a, the District has the power to pass and enforce all necessary ordinances, rules and regulations for the management of the property and conduct of the business of the District;

**NOW, THEREFORE, BE IT ORDAINED**, by the President and Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, THAT:

**Section 1: Recitals.** The recitals set forth above are incorporated as a part of this Ordinance by this reference.

**Section 2: Establishment of Fees and Charges.** The fees and charges for the use of District programs, services and facilities listed on the attached Fee Schedule (which is incorporated as part of this Ordinance by this reference) are hereby approved and established.

**Section 3: Authority to Establish Fees and Charges.** The District President, upon recommendation of the Executive Director, with notification to the appropriate Standing Committee, is hereby authorized to establish fees and charges, in a manner consistent with the Guidelines, for the use of District programs, services and facilities that benefit a limited user group and are not included in this Ordinance until this Ordinance is next amended, or a new Annual Fee Ordinance is approved, by the Board of Commissioners.

**Section 4: Authority to Change Fees and Charges.** The District President, upon recommendation of the Executive Director and approval of the Finance Committee and any appropriate Standing Committee, is hereby authorized to establish revised fees and charges prior to adoption of the next Annual Fee Ordinance.

**Section 5: Authority to Establish Hourly Rates.** Whenever this Ordinance includes, as a fee, time spent by District rangers, administrative staff, maintenance staff, and other staff at "hourly rates," the District Executive Director, upon recommendation of the District Finance Director, is hereby authorized to establish, from time to time, the hourly rates necessary to compute such fees, taking into account the average salary, hourly rate, and employment benefits of the relevant class or classes of District employees.

**Section 6: Authority to Waive or Reduce Fees.** The President or their designee, with notification to the Finance Committee, may waive or reduce fees if such a waiver or reduction is deemed in the best interest of the District.

**Section 7: Availability of Annual Fee Ordinance.** The Executive Director is hereby authorized and directed to make available to the public the fees and charges established in this Ordinance and such other fees and charges established from time to time pursuant to this Ordinance.

**Section 8: Repeal of Prior Fees and Charges.** All prior ordinances, resolutions or other actions of the District establishing fees and charges for District programs, services and facilities are hereby repealed. Such repeal shall not be deemed to waive any fee or charge that became due prior to the date of this Ordinance but has not yet been paid in full.

**Section 9: Effective Date:** This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Jessica Vealitzek, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary  
Lake County Forest Preserve District

Exhibit No. \_\_\_\_\_

# SCHEDULE OF FEES AND CHARGES

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**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <u>Resident</u>            | <u>Non-Resident</u>        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------|
| <b>(1) Education Facilities and Services for Schools and Youth Groups at Forest Preserve sites, selecting from District's School Program Menu</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                            |                            |
| (A) Environmental Education Programs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                            |                            |
| 60 minute program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$ 40.00                   | \$ 76.00                   |
| 90 minute program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$ 50.00                   | \$ 86.00                   |
| <del>Lake Ecology:</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <del>\$218.00</del>        | <del>\$290.00</del>        |
| <del>(45 students 4 ½ hour program)</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                            |                            |
| <del>Cancellation Fee:</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <del>\$50.00/program</del> | <del>\$50.00/program</del> |
| <del>Applies to schools cancelling less than 21 days in advance of program date.</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                            |                            |
| Gift of Glaciers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$ 96.00                   | \$134.00                   |
| Materials fee per group Predator Prey                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$ 20.00                   |                            |
| Maple Syrup                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | \$ 15.00                   |                            |
| <del>Lake Ecology: Water Chemistry</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <del>\$ 20.00</del>        |                            |
| (B) History Education Programs (15 student minimum)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                            |                            |
| 30-60 minute program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$2.00/person              | \$4.00/person              |
| 75 minute program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$3.00/person              | \$5.00/person              |
| <del>Civil War School Day</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <del>\$4.00/person</del>   | <del>\$6.00/person</del>   |
| <del>(C) Gateways Grant Program</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                            |                            |
| <del>A total of 40 grants are available. Each grant provides an eligible school a program fee waiver and up to \$150 for bus transportation services. A school is eligible for a grant if (i) it is within a school district that serves primarily students living in Lake County and (ii) either (a) the school is located within a school district within which 50% of the students are low income students as determined by the Illinois State Board of Education data (a "low income district") or (b) the Executive Director or his or her designee determines that the school has established a financial need for the grant. The Executive Director or his or her designee is authorized to allocate the grants among eligible schools (i) based on the above criteria, (ii) by allocating the majority of grants to schools in low income districts, on a pro rata basis according to the number of K-8 students residing within the low income districts, and (iii) for an allocated grant that is offered to an eligible school, but not accepted on or before the first work day in February of the each school year, making such grant available to other eligible schools.</del> |                            |                            |
| <b>(2) Guided Education Services for Schools and Youth Groups at Schools and other Non-Forest Preserve Locations, selecting from District's School Program Menu</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                            |                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <u>Resident</u>            | <u>Non-Resident</u>        |
| First program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$ 60.00                   | \$ 80.00                   |
| Each consecutive program on same day                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | \$ 40.00                   | \$ 55.00                   |
| <del>Gateways Grant eligible schools</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                            |                            |
| <del>First program</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <del>\$ 50.00</del>        | <del>N/A</del>             |
| <del>Each consecutive program on same day</del>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <del>\$ 20.00</del>        | <del>N/A</del>             |

**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

**(3) Virtual Field Trips**

|                                                                    | <u>Resident</u>   | <u>Non-Resident</u> |
|--------------------------------------------------------------------|-------------------|---------------------|
| First program                                                      | \$30.00/classroom | \$60.00             |
| Each additional classroom attending same presentation on same date | \$20.00           | \$30.00             |

~~Gateways Grant eligible schools~~

~~First program~~ ~~\$20.00/classroom~~ ~~N/A~~

~~Each additional classroom attending same presentation on same date~~ ~~\$10.00~~ ~~N/A~~

**(4) Self-guided Education Services at Forest Preserve Facilities**

|                                    | <u>Resident</u> | <u>Non-Resident</u> |
|------------------------------------|-----------------|---------------------|
| (A) Education Loan Box             | \$20.00         | \$40.00             |
| Refundable damage deposit/loan box | \$25.00         | \$25.00             |
| Late return fee                    | \$10.00/day     | \$10.00/day         |

(B) Maple Syrup at Ryerson Woods \$25.00 \$50.00

(C) Bess Bower Dunn Museum of Lake County \$ 1.00/person \$ 2.00/person  
(20 participant minimum)

(D) Schools conducting self-guided standards-based education programming in preserves can obtain a permit, at no cost, through the Environmental Education Department reservation process.

**(5) Teacher and Youth Group Leader Training Services**

|                                  | <u>Resident</u> | <u>Non-Resident</u> |
|----------------------------------|-----------------|---------------------|
| (A) Teacher In-service Workshops | \$175.00        | \$250.00            |

Each additional staff person needed: \$50.00/training

(B) The Executive Director or designee may set fees for Teacher and Youth Group Leader Training Services to recover direct staff, supply and service costs for residents and direct costs plus overhead for non-residents.

**(6) General Public Services & Programs**

| Museum Admission                                      | <u>Resident</u>           | <u>Non-Resident</u>      |
|-------------------------------------------------------|---------------------------|--------------------------|
| (A) Adults                                            | \$ 6.00                   | \$ 10.00                 |
| Youth (ages 4 - 17) (limit 10 youth per adult)        | \$ 3.00                   | \$ 6.00                  |
| <del>Preschool</del> Infants & Toddlers (3 and under) | No fee                    | No fee                   |
| Seniors (62 and older), (month of October free)       | \$ 3.00                   | \$ 6.00                  |
| Students (18 to 25) with proper I.D.                  | <del>\$ 3.00</del> No fee | <del>\$6.00</del> No fee |
| Teachers with proper I.D.                             | \$ No fee                 | \$ No fee                |

\*The Executive Director or designee may set fees for special exhibitions.

**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

**(6) General Public Services & Programs (cont.)**

Customer loyalty program: Each Adult customer will be offered a customer loyalty program that will award the customer one free Adult, Student, Senior, or Youth Museum admission for every four Adult admissions that are purchased by the customer.

Free admission to the museum will be offered annually in honor of Bess Bower Dunn's birthday. The day will be on or near August 23, Dunn's actual birthday.

Blue Star Museum: Active-duty military personnel (with ID) and their families, including National Guard and Reserve, enjoy free admission at the Dunn Museum from Armed Forces Day (third Saturday of May) through Labor Day (first Monday of September).

Museums for All: Upon display of a SNAP EBT card, an individual or group of up to four persons will receive the "Museums for All" free admission.

Spring Break food drive: For a week during spring break visitors will receive free admission with donation of qualified item for local community food bank.

The Executive Director or designee may periodically discount admission fees for promotional purposes.

**(B) Environmental and History Programs**

Per program, per person, selecting from published schedule. Supplies extra.

- (i) Guided Walks, Family Programs, Adult Programs, Summer Programs, and Other Programs.
- (ii) Virtual programs, presentations and outreach.

The Executive Director or designee may set fees for above programs to recover direct staff, supply and service costs for residents and direct costs plus overhead for non-residents.

**(iii) Community Outreach Programs**

Educational services provided at various District sites designed to acquaint underserved communities with outdoor activities and nature.

The Executive Director is authorized to approve offering of a limited number of these programs each season at no charge to participants.

**(C) Special Events**

**(i) District-sponsored**

The Executive Director or designee may set admission or other fees for District-sponsored special events to recover staff, supply, service and overhead costs of providing the event, and/or to generate additional revenue. Fees should be charged for all events with the goal of recovering 25% to 75% of the cost of educational or cultural themed events, and recovering 75% to 100% of the cost of the general entertainment events. Additionally, the net subsidy per person for such events should be less than \$10, per Board approved policy.



**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

(C) Special Events (cont.)

(ii) Support group-sponsored

The Executive Director or designee may authorize the Preservation Foundation of the Lake County Forest Preserves and the YCC Board to hold events or sales on District property for which fees will be charged or other revenues generated and may approve the fee or revenue schedules for such events.

**(7) Community Group Programs**

Per program, per organized group

Resident

Non-Resident

(A) Speakers Bureau

District or facility general promotion  
or District selected priority topics

Free~~Donation~~ \$110.00

(B) Museum, 1 hour program at Museum

Program selected from published menu of programs.  
Includes Museum admission. 8 minimum

\$8.00/person \$12.00/person

(C) Museum, gallery tour.

Includes Museum admission. 8 minimum

\$8.00/person \$12.00/person

(D) Guided programs for community groups at  
Fort Sheridan, Adlai E. Stevenson Historic Home  
and Bonner Heritage Farm.  
(10 person minimum)

\$5.00/person \$7.00/person

(E) Guided programs for commercial tour groups at  
Fort Sheridan, Adlai E. Stevenson Historic Home  
and Bonner Heritage Farm.  
Per 1 hour presentation, per bus up to 50 people

\$150.00

(F) Adult Programs

In person presentations

\$80.00

\$120.00

Developed virtual presentations

\$40.00

\$ 60.00

Program topics chosen from an established list.

Special request program

\$50.00/hr

(G) Senior Group Programs

Lake County senior centers, libraries, park districts, townships or communities may request senior programs provided at no charge when chosen from a published list of program options. Program requests for topics not included on published list will be subject to special request program fees.

**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

**(8) Exhibit Permit Fees**

The Executive Director or designee may set exhibit permit fees to recover supply, service and overhead costs.

**(9) Dunn Museum Archives Services**

Museum Photographic Reproduction Services.

Executive Director or designee authorized to negotiate fees based on type of request, project size and project budget.

(A) Digital Scans provided for one-time, one-use in print or digitally.

| For-Profit                                                                 | <u>Resident</u> | <u>Non-Resident</u> |
|----------------------------------------------------------------------------|-----------------|---------------------|
| 300 dpi digital image                                                      | \$ 25.00        | \$ 30.00            |
| 600 dpi digital image                                                      | \$ 30.00        | \$ 35.00            |
| Higher than 600 dpi digital image                                          | \$ 40.00        | \$ 45.00            |
| 501(c)(3) Nonprofit or Not-for-Profit Use                                  |                 |                     |
| 300 dpi digital image                                                      | \$ 20.00        | \$ 25.00            |
| 600 dpi digital image                                                      | \$ 25.00        | \$ 30.00            |
| Higher than 600 dpi digital image                                          | \$ 30.00        | \$ 35.00            |
| University/College Student Rate for school project, dissertation or thesis |                 |                     |
| 300-600 dpi                                                                | digital image   | \$ 10.00            |

Fees may be waived by the Executive Director or designee for usage that benefits the District financially through publicity or collaborative relationships.

(C) Professional Filming \$ 20.00/hour

After first hour, staff assistance  
fee at staff discretion.

(D) Special Set-up Fee for photographs \$ 30.00

or professional filming per three-  
dimensional, framed or oversized artifact.

(D) Re-use Fees

All requests for re-use or new use for previously purchased digital scan(s) can receive a reduced rate. Includes providing the image again.

|               |                      |
|---------------|----------------------|
| Same use      | 50 % of current fees |
| Different use | 90 % of current fees |

**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

**(9) Dunn Museum Archives Services (cont.)**

(E) Resending Images

A \$5.00 fee will be charged for requests to resend a lost or expired link to an image within six months of purchase. After six months, standard re-use fees may apply.

(F) Archival Research Services

|                                                                | <u>Resident</u>   | <u>Non-Resident</u> |
|----------------------------------------------------------------|-------------------|---------------------|
| Staff Assisted Research, Up to 1 hour                          | No charge         | No charge           |
| After first hour, staff assistance<br>fee at staff discretion. | \$ 10.00 / 0.5 hr | \$ 20.00 / 0.5 hr   |
| Photocopies, PDF                                               | \$ 0.25/page      |                     |

**(10) Additional Program Information**

(A) Scholarships

The Executive Director or designee may offer partial fee scholarships for low-income individuals for selected programs according to the approved guidelines.

(B) ~~Gateways Scholarships~~ *Beyond the Classroom*

This initiative waives program fees for certain school districts in Lake County for certain field trips or in-school programs. This initiative also provides a transportation stipend for those field trips.

Eligible School Districts are determined using data from the Illinois State Board of Education. A school is eligible for a grant if (i) it is within a school district that serves primarily students living in Lake County and (ii) either (a) the school is located within a school district within which 50% of the students are low income students as determined by the Illinois State Board of Education data (a “low income district”) or (b) the Executive Director or his or her designee determines that the school has established a financial need for the grant. The Executive Director or their designee is authorized to allocate the grants among eligible schools (i) based on the above criteria, (ii) by allocating the majority of grants to schools in low income districts, on a pro rata basis according to the number of K-8 students residing within the low income districts, and (iii) for an allocated grant that is offered to an eligible school, but not accepted on or before the first work day in February of the each school year, making such grant available to other eligible schools

Based on approved funding from the Preservation Foundation, this initiative includes offering fifty (50) grants that include a \$250 bus stipend to eligible schools for field trips and ten (10) fee-waivers for in-school programming for Lake County schools unable to visit the Forest Preserves.

~~Program fees waived and transportation grant for approved school districts in Lake County  
selecting from District’s Field Trip Program. School Districts are determined using data from the  
Illinois State Board of Education~~

**PROGRAMS / EDUCATION**  
(Fees effective August 13, 2025)

**(10) Additional Program Information (cont.)**

**(C) Refunds**

Refunds for programs requiring advance payment will be given upon request if cancellation is made at least one week in advance of program date with the exception of Maple Syrup and Halloween Hikes. Summer camp program refunds and transfers are given upon request if received one week before the program, less a \$10 service fee per child per session. Absence from one session of a program series does not entitle participant to a pro-rated refund. Refunds will not be given for summer day camp programs cancelled due to weather after 30 minutes of camp start.

**(D) Satisfaction Guarantee**

Program participants who are not completely satisfied with the quality of an education program may request credit toward another program or a refund.

## ADMINISTRATIVE

- (1) **Duplicating**
    - Photocopying
    - Per page \$ 0.25
  
  - (2) **Computer plots, individually generated, or aerial photos**
    - (8.5" x 11") \$ 10.00
    - (11" x 17") \$ 12.00
    - (24" x 36") \$ 24.00
    - (36" x 36") \$ 30.00
    - (36" x 42") \$ 35.00
    - (36" x 48") \$ 40.00
    - Printed materials larger than 36" x 48"  
up to maximum size of 36" x 72" \$ 50.00
  
    - Custom computer-generated map  
per hour (1 hour minimum), plus materials  
up to maximum size of 36" x 72" \$ 75.00
  
    - Digital data to be priced at time of request.
  
  - (3) **Ranger Police Reports**
    - Traffic accident report (paper copy) \$ 5.00
  
    - Traffic accident report of accident investigated by accident  
reconstruction officer or accident reconstruction team (paper copy). \$ 20.00
  
    - Traffic accident report (electronic) in accordance with FOIA
  
    - Miscellaneous reports and documents in accordance with FOIA
  
  - (4) **Vendor Annual Permits\***
    - \$150.00
    - Single Use Permit \$100.00
    - Upgrade Single Use Permit to Annual \$ 75.00
- \*Includes, but not limited to: Food Vendors/Caterers; Beer Truck; Band/DJ; Tent Vendor; Portable Toilets/Wash Station; Amusement devices.
- (5) **Commercial Photography, Film or Video Permit**
    - (A) Annual Portrait Photography \$ 150.00
      - Single day use permit \$ 100.00
    - Commercial portrait photography permits do not apply to  
exclusive use areas at Independence Grove. Permits for  
these areas (plaza, garden, etc.) can be obtained through  
the staff at the Visitors Center.

## ADMINISTRATIVE

### (5) Commercial Photography, Film or Video Permit (cont.)

|                                                    |             |
|----------------------------------------------------|-------------|
| (E) Still Advertising Photography                  |             |
| Non-refundable application fee                     | \$ 100.00   |
| Shooting permit, per hour, per site                | \$ 250.00   |
| Refundable deposit, per day, per site              | \$ 250.00   |
| (C) Film or Video                                  |             |
| (i) Small production                               |             |
| Fewer than 20 people, 5 vehicles in crew           |             |
| Non-refundable application fee                     | \$ 100.00   |
| Shooting permit, per hour, per site                | \$ 100.00   |
| Preparation/restoration permit, per day, per site  | \$ 40.00    |
| Refundable deposit, per day, per site              | \$2,500.00  |
| up to a maximum of \$5,000.00 per production       |             |
| (ii) Limited Production                            |             |
| 21 to 50 people, up to 10 vehicles in crew         |             |
| Non-refundable application fee                     | \$ 200.00   |
| Shooting permit, per hour, per site                | \$ 150.00   |
| Preparation/restoration permit, per hour, per site | \$ 55.00    |
| Refundable deposit, per day, per site              | \$5,000.00  |
| up to a maximum of \$5,000.00 per production       |             |
| (iii) Extensive Production                         |             |
| More than 50 people and/or 10 vehicles in crew     |             |
| Non-refundable application fee                     | \$ 300.00   |
| Shooting permit, per hour, per site                | \$ 400.00   |
| Preparation/restoration permit, per hour, per site | \$ 70.00    |
| Refundable deposit, per day, per site              | \$15,000.00 |
| up to a maximum of \$15,000.00 per production      |             |

(D) In addition to the above, the Permittee must provide the District with satisfactory evidence of general liability insurance coverage in minimum limits of \$1,000,000.00 with the District named as additional insured and Workers Compensation with Statutory Requirements. If a food vendor, the Permittee must also provide a copy of its Lake County Health Department permit. The Permittee must acquire all required local or other permits and name the Lake County Forest Preserve District and/or display its logo in photography or film/video credits.

~~(D) In addition to the above, the Permittee must provide the District with satisfactory evidence of general liability insurance coverage in minimum limits of \$1,000,000.00 with the District named as additional insured; the Permittee must acquire all required local or other permits and name the Lake County Forest Preserve District and/or display its logo in photography or film/video credits.~~

(E) The Permittee also must pay any facility permit or other fees applicable to the permit location.

(F) As deemed necessary by the District for safety and security of the Permittee, visitors and District assets, the Permittee may be required to reimburse the District for ranger or other staff time. Hourly rate

## **ADMINISTRATIVE**

### **(6) Fees under Freedom of Information Act**

Notwithstanding any other provision of this Ordinance, if a person requests a public record pursuant to the Freedom of Information Act, then the District shall charge to the person only the fee, if any, that is applicable to such request under the Freedom of Information Act and the District's Rules and Regulations for Implementation of the Freedom of Information Act, except when a different fee is fixed by statute, in which case the District shall charge such different rate.

## PRESERVE USE

### (1) Picnic Site Permits

|                                                                                                                                                                                                                                                                                                                                                                                    | <u>Resident</u>                      | <u>Non-Resident</u>                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|
| (A) Per day, per shelter, weekdays and non-holidays*                                                                                                                                                                                                                                                                                                                               |                                      |                                      |
| 1 - 50 people                                                                                                                                                                                                                                                                                                                                                                      | \$ 80.00 ^                           | \$160.00 ^                           |
| Per additional group of 10 people                                                                                                                                                                                                                                                                                                                                                  | \$ 20.00                             | \$ 20.00                             |
| (B) Per day, per shelter, weekends and holidays*<br><del>*Holidays as Observed: Memorial Day; Juneteenth, Independence Day; Labor Day</del>                                                                                                                                                                                                                                        |                                      |                                      |
| 1 – 50 people                                                                                                                                                                                                                                                                                                                                                                      | \$ 90.00 ^                           | \$ 180.00 ^                          |
| Per additional group of 10 people                                                                                                                                                                                                                                                                                                                                                  | \$ 20.00                             | \$ 20.00                             |
| <del>*Holidays as Observed: Memorial Day; Juneteenth, Independence Day; Labor Day</del><br><del>^ Certain shelters have a base permit cost that is \$50 higher for 1-100 people</del>                                                                                                                                                                                              |                                      |                                      |
| (C) Per day, per open area                                                                                                                                                                                                                                                                                                                                                         |                                      |                                      |
| 25 - 50 people                                                                                                                                                                                                                                                                                                                                                                     | \$ 50.00                             | \$100.00                             |
| Per additional group of 10 people                                                                                                                                                                                                                                                                                                                                                  | \$ <del>20.00</del> <del>10.00</del> | \$ <del>20.00</del> <del>10.00</del> |
| (D) Changes to picnic permit made more than one day after reservation taken                                                                                                                                                                                                                                                                                                        | \$ 5.00/change                       |                                      |
| (E) Per hour, for special staff assistance as determined by District                                                                                                                                                                                                                                                                                                               | <del>\$65.00/Hour</del>              | <u>Hourly Rate</u>                   |
| (F) Senior Group Permits. Senior citizen groups organized by either senior centers in Lake County or Lake County units of local government (including library districts, park districts, townships, and municipalities) may reserve a picnic shelter at no fee with the exceptions of Independence Grove North Bay Pavilion. Weekends and holidays, as listed above, are excluded. |                                      |                                      |

Picnics with an anticipated attendance of 500 or more people require a Special Use Permit.

### (2) Special Use Permit

A special use permit may be granted to individuals or groups that wish to use District land for non-District sponsored events such as, but not limited to, walk-a-thons, races, dog shows, athletic competitions, church services, etc.

- (A) A Non-Refundable Special Use Permit Application Fee of \$100.00 is charged for staff to review a proposed event.
- (B) A base permit fee of \$100.00 is charged for any approved event. The permit fee includes a Post Event Assessment. Additional site visits due to failed Post Event Assessment or multiple event days will be billed at an additional \$65/hr.
- (C) Additional ranger police and maintenance services will be charged at the current hourly rate.



## PRESERVE USE

### (2) Special Use Permit (cont.)

- (D) The Permittee also must pay any facility permit, vendor, impact or other fees applicable to the permit location.
- (E) In addition to the above, the Permittee must provide the District with satisfactory evidence of general liability insurance coverage in minimum limits of \$1,000,000.00 with the District listed as additional insured, and the Permittee must acquire all required local or other permits and name the Lake County Forest Preserve District.
- (F) Administrative or maintenance staff time will be charged at the current hourly rate.
- (G) Cancellation of events over \$500 will result in forfeiture of \$500. Events under \$500 will result in the forfeiture of the \$100 application fee. No refunds will be issued within 30 days of event date.
- (H) Late payment/Late agreement: \$10.00/day within 30 days of event. Non-payment or incomplete agreements within 14 days of event will void the agreement.
- (I) Non-compliance penalties will be assessed according to additional staff time at an hourly rate for trash disposal, storage of equipment or excess administrative time.
- (J) An additional \$200.00 fee for reapplication or reinstatement will be assessed for applications that have been denied, have failed a previous Post Event Assessment, have used non-permitted vendors, or made substantial changes after the preparation of an agreement, or voided agreements as in (2) (H) above.
- (K) Penalty for use of a non-permitted vendor \$250.00
- (L) Out of County fee \$250.00
- (M) Use of District Golf Cart \$150.00/day
- (N) Additional fee to process applications within 30 days ~~of event date is \$250.00~~ is \$250.00.  
Within 14 days is \$500.00. The District — will reserve the right to deny requests submitted within 10 business days of the event.
- (O) Events held outside of reserved areas must pay Open Area Permit Fee as outlined below:
- |                                                                                      |                |                                   |
|--------------------------------------------------------------------------------------|----------------|-----------------------------------|
| Open Area Permit Fee                                                                 | 25-50 ppl      | \$50.00                           |
| All persons in attendance i.e. participants/<br>staff/volunteers/sponsors/spectators | Per add 10 ppl | <del>\$20.00</del> <u>\$10.00</u> |
- (P) Preparation and Restoration Fee
- |                                                                                        |             |                                      |
|----------------------------------------------------------------------------------------|-------------|--------------------------------------|
| Charged for duration of event including<br>Set-up and break-down during preserve hours | 1-199 ppl   | <del>\$35.00</del> <u>\$25.00/hr</u> |
|                                                                                        | 200-399 ppl | <del>\$50.00</del> <u>\$40.00/hr</u> |
|                                                                                        | 400-599 ppl | <del>\$65.00</del> <u>\$55.00/hr</u> |
|                                                                                        | 600 or more | <del>\$80.00</del> <u>\$70.00/hr</u> |

## PRESERVE USE

### (2) Special Use Permit (cont.)

|                      |             |            |
|----------------------|-------------|------------|
| (Q) Trail Impact Fee | < 250 ppl   | \$ 0.00    |
|                      | 250-349 ppl | \$ 500.00  |
|                      | 350-449 ppl | \$ 750.00  |
|                      | 450-750 ppl | \$1,000.00 |

#### (R) Special Use Permit Damage Deposits

|                                   |                                    |
|-----------------------------------|------------------------------------|
| Permit Fees < \$1,000             | deposit fee \$1,000.00             |
| Permit Fees > \$1,000 & ≤ \$2,000 | deposit fee \$2,000.00             |
| Permit Fees > \$2,000 & ≤ \$3,000 | deposit fee \$3,000.00             |
| Permit Fees > \$3,000             | deposit fee \$3,000.00-\$15,000.00 |

### (3) Horse Trail Use Permits

| (A) Private Horse Owner,<br>per horse | <u>Resident</u> | <u>Non-Resident</u> |
|---------------------------------------|-----------------|---------------------|
|                                       |                 |                     |
| Annual (calendar year)                | \$50.00         | \$ 100.00           |
| Annual purchased after August 31      | \$25.00         | \$ 50.00            |
| Daily                                 | \$ 5.00         | \$ 10.00            |
|                                       |                 |                     |
| (B) Annual Tag Replacement            | \$ 5.00         | \$ 5.00             |

### (4) Off Leash Dog Areas Resident Non-Resident

|                                                                                                                                                                          |                    |          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------|
| (A) Annual Permit (calendar year)                                                                                                                                        |                    |          |
|                                                                                                                                                                          | One dog            | \$ 50.00 |
|                                                                                                                                                                          | Per additional dog | \$ 20.00 |
|                                                                                                                                                                          |                    |          |
| (B) Annual Permit reduced (purchased after August 31)                                                                                                                    |                    |          |
|                                                                                                                                                                          | One dog            | \$ 25.00 |
|                                                                                                                                                                          | Per additional dog | \$ 15.00 |
|                                                                                                                                                                          |                    |          |
| (C) Daily Permits per dog                                                                                                                                                | \$ 15.00           | \$ 30.00 |
|                                                                                                                                                                          |                    |          |
| (D) Annual sticker or tag replacement                                                                                                                                    | \$ 5.00            | \$ 5.00  |
|                                                                                                                                                                          |                    |          |
| (E) Third vehicle added to permit                                                                                                                                        | \$ 5.00            | \$ 5.00  |
|                                                                                                                                                                          |                    |          |
| (F) Dog Care Shelter (adopt-a-pet) Annual Permit limited to three dogs at one time.                                                                                      | \$200.00           | \$400.00 |
|                                                                                                                                                                          |                    |          |
| (G) Commercial dog walkers, dog sitters, dog day cares, and any entity that supervises the dogs of others for a fee. Annual Permit is limited to three dogs at one time. | \$250.00           | \$500.00 |

## PRESERVE USE

| (5) <b>Model Airplane Flying Field</b> | <u>Resident</u> | <u>Non-Resident</u> |
|----------------------------------------|-----------------|---------------------|
| Annual Permit (calendar year)          | \$ 40.00        | \$ 80.00            |
| Per person                             |                 |                     |

|                                                                                                                                               |          |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
| (6) <b>Youth Group Camping</b><br>Per night, per site, for organized youth groups with adult supervision. (e.g., scouts, church groups, etc.) | \$ 60.00 | \$120.00 |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|

- (7)    **Cross Country Meet Permits – Illinois Sanctioned High School and Middle School Cross Country Meet Fee Structure for Events**
- (A) For meets with 200 or fewer attendees: \$350.00 with a \$150.00 refundable damage deposit.
  - (B) For meets with more than 200 but fewer than 500 attendees: \$850.00 with a \$300.00 refundable damage deposit.
  - (C) For meets with more than 500 but less than 800 attendees: \$1,600.00 with a \$500.00 refundable damage deposit.
  - (D) For meets with more than 800 attendees, the standard Special Use Permit Application process would be used to determine the fee.

(8)    **Non-District Led Outdoor Environmental Education Permits – Organized Groups (excluding schools)**

Groups of 25 or more, and no more than 50 using a preserve for outdoor environmental education: \$60.00

The Executive Director or designee may waive the fee for outdoor environmental educational services provided at various District sites designed to acquaint underserved communities with outdoor activities and nature.

(9)    **Military Use of Fort Sheridan Parade Ground (No Fee)**

A No Fee Special Use Permit may be issued to a branch of the United States Military for change of command or similar ceremonies, provided that:

- (A) The duration of the event is no more than one day.
- (B) No parking within the preserve will be needed.
- (C) Minimal structures (tent, portable toilet, etc.) will be allowed.
- (D) Event size will be limited to 100 participants.

(10)    **Go Lake County [Walking](#) Programs (No Fee)**

A No Fee Special Use Permit may be issued for public programs coordinated by other units of local government (park districts, municipalities) under the Go Lake County initiative, provided that the program is free to the public and creates no cost to the District.

## FACILITIES

### (1) Education Locations Facility Permits

|                                                   |                       |                           |
|---------------------------------------------------|-----------------------|---------------------------|
| Adlai E. Stevenson II Historic Home.              | <u>Not-for-profit</u> | <u>Private/ Corporate</u> |
| Weekdays 9 am to 4:00 pm                          |                       |                           |
| Per day, per group of 1-75                        | \$750.00              | \$1,040.00                |
| Per 4 hours, per group of 1-75                    | \$550.00              | \$ 700.00                 |
| Extended hours available until midnight, per hour | \$ 65.00              |                           |
| Ranger support                                    | Hourly Rate           |                           |

|                                                   |                       |                          |
|---------------------------------------------------|-----------------------|--------------------------|
| Ryerson Woods                                     | <u>Not-for-profit</u> | <u>Private/Corporate</u> |
| Welcome Center Program Room                       |                       |                          |
| Tuesday through Saturday 9:00 am to 4:00 pm       |                       |                          |
| Per day, per group of 1-75                        | \$280.00              | \$400.00                 |
| Per 4 hours, per group of 1-75                    | \$220.00              | \$300.00                 |
| Sunday 11:30 am to 3:00 pm                        |                       |                          |
| Per day, per group of 1-75                        | \$280.00              | \$400.00                 |
| Extended hours available until midnight, per hour |                       | Hourly Rate              |

|                                                                                               |              |  |
|-----------------------------------------------------------------------------------------------|--------------|--|
| Bess Bower Dunn Museum of Lake County                                                         |              |  |
| For Lake County businesses, government agencies, or directly affiliated not-for-profit groups |              |  |
| Tuesday to Thursday, 6:00 to 10:00 pm                                                         | \$1,450.00   |  |
| Friday, 6:00 to 10:00 pm                                                                      | \$2,050.00   |  |
| Saturday, 6:00 to 10:00 pm                                                                    | \$2,650.00   |  |
| Not for Profit (Friday and Saturday only)                                                     | 20% Discount |  |
| Ranger Support                                                                                | Hourly Rate  |  |

### (2) Administrative Facility Permits

For government agencies or directly affiliated not-for-profit groups weekdays only

|                                                    |  |             |
|----------------------------------------------------|--|-------------|
| General Offices committee room                     |  |             |
| Full day (8:30 am – 4:30 pm)                       |  | \$250.00    |
| Four consecutive hours between 8:30 am and 4:30 pm |  | \$150.00    |
| Additional hours after 4:30 pm until 9:00 pm       |  | \$ 65.00/hr |
| Operations and Public Safety Facility meeting room |  |             |
| Full day (6:30 am – 3:00 pm)                       |  | \$150.00    |
| Four consecutive hours between 6:30 am and 3:00 pm |  | \$ 75.00    |
| Additional hours after 3:00 pm until 9:00 pm       |  | \$ 65.00/hr |

## FACILITIES

### (3) Greenbelt Cultural Center Room Rates

#### (A) General Room Rates

Monday thru Thursday, and Friday until 3 pm  
(4 hour minimum)

|                                                                                 |              |
|---------------------------------------------------------------------------------|--------------|
| Meeting Room/Class Room                                                         | \$ 75.00/hr. |
| <a href="#"><u>(\$150.00 flat rate when added to a Banquet Room Rental)</u></a> |              |
| 1 Banquet Room                                                                  | \$ 75.00/hr. |
| 2 Banquet Rooms                                                                 | \$100.00/hr. |
| 3 Banquet Rooms                                                                 | \$125.00/hr. |

Friday after 3 pm, Saturday before 3pm, and Sunday  
(4 hour minimum)

|                         |              |
|-------------------------|--------------|
| Meeting Room/Class Room | \$ 75.00/hr. |
| 1 Banquet Room          | \$125.00/hr. |
| 2 Banquet Rooms         | \$150.00/hr. |
| 3 Banquet Rooms         | \$175.00/hr. |

Saturday after 3pm

(4 hour minimum)

|                         |              |
|-------------------------|--------------|
| Meeting Room/Class Room | \$ 75.00/hr. |
| 1 Banquet Room          | \$175.00/hr. |
| 2 Banquet Rooms         | \$225.00/hr. |
| 3 Banquet Rooms         | \$350.00/hr. |

Fixed Holidays\*

(4 hour minimum)

|                         |              |
|-------------------------|--------------|
| Meeting Room/Class Room | \$250.00/hr. |
| 1 Banquet Room          | \$325.00/hr. |
| 2 Banquet Rooms         | \$350.00/hr. |
| 3 Banquet Rooms         | \$375.00/hr. |

Evening Event Packages (Woodland Hall/Patio/Foyer/6 hr. event/ 4 hr. set-up/1 hr. clean up/break-down/tables/chairs/dance floor/kitchens/wireless microphone/parking/5 hr. security, outdoor patios, amphitheater, outdoor chairs, wedding suite, ice, ceremony on-site).

#### **Jan-March: Off Season**

|                                |            |
|--------------------------------|------------|
| Saturday                       | \$2,250.00 |
| Fri./Sun./NFP-Saturday         | \$1,750.00 |
| Add/Subtract Hour (event time) | \$ 150.00  |
| Fixed Holidays*                | \$4,500.00 |

#### **April- Dec: In Season**

|                              |            |
|------------------------------|------------|
| Saturday                     | \$3,250.00 |
| Fri./Sun./NFP-Saturday       | \$2,250.00 |
| Additional Hour (event time) | \$ 150.00  |
| Fixed Holidays*              | \$6,500.00 |

## FACILITIES

### (3) Greenbelt Cultural Center Room Rates (cont.)

#### (A) General Room Rates (cont.)

Morning/Afternoon Event Packages (2/3 Woodland Hall/4 hr. event/~~1.5~~2hr. Set-up/1 hr. clean-up/room set-up/tables/chairs/break-down/parking/kitchens/wireless

microphone, North Patio)

Saturday In Season dates booked no more than four (4) months prior to event.

|                                                                 |                            |
|-----------------------------------------------------------------|----------------------------|
| Saturday ( <u>Starting no later than 3pm</u> ) <del>(3pm)</del> | \$ <del>1,000</del> 950.00 |
| Sunday (all day)                                                | \$ <del>8</del> 700.00     |
| Add/Subtract Hour (event time)                                  | \$ 150.00                  |
| Fixed Holidays*                                                 | \$ 1,500.00                |

\*Greenbelt Cultural Center Fixed Holidays: New Year's Day (January 1 and as observed), Martin Luther King, Jr. Day, Easter, Memorial Day, Juneteenth, Independence Day (July 4 and as observed), Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve (Dec 24 and as observed), Christmas Day (Dec 25 and as observed).

#### (B) Not-For-Profit (NFP) Rates

Registered 501 (c) (3) organizations and governmental agencies are eligible for discounts on room fees Monday through Thursday, Friday until 3pm (Friday and Weekend NFP rates included above).

Lake County organizations and agencies 20% discount

Non-Lake County organizations and agencies 10% discount

#### (C) Miscellaneous~~Equipment~~ Fees

|                                                               |                  |
|---------------------------------------------------------------|------------------|
| Stage Risers                                                  | \$ 25.00/section |
| Kitchen use                                                   | \$100.00         |
| Microphone                                                    | \$ 25.00         |
| Projector/Screen                                              | \$ 50.00         |
| Dance Floor                                                   | \$100.00         |
| Color copies                                                  | \$ 0.75          |
| B/W copies                                                    | \$ 0.25          |
| In-house labor, or addl. Set-up/clean-up                      | \$ 75.00/hr.     |
| Ranger labor (evening after 8Current Rate<br>(2 hour minimum) |                  |

Late Payment (w/in 30 days of event) \$ 25.00

Unscheduled Vendor delivery \$ 50.00

Unclaimed or Delayed item storage \$100.00

Rehearsal\* (1.5 hrs.) \$225.00

\*Cannot be booked or confirmed more than 30 days before event date.

Outdoor White Chairs \$150.00 for use inside or outside

Self-Catered/Liquor Liability Insurance \$250.00

Bartender \$ 50.00/hr.

Vendor Certificate of Insurance \$250.00

Events exceeding 13 or more hours total incur an additional overtime charge of \$250.00.

## FACILITIES

### (3) Greenbelt Cultural Center Room Rates (cont.)

#### (C) Miscellaneous~~Equipment~~ Fees (cont.)

|                                                                            |                     |
|----------------------------------------------------------------------------|---------------------|
| Set-up day* (4 hours during business hours)                                | \$150.00            |
| <u>*Cannot be booked or confirmed more than 30 days before event date.</u> |                     |
| Pondside Patio (only) (4 hours)                                            | \$500.00            |
| <u>(\$150.00 when added to a Room Rental)</u>                              |                     |
| Amphitheater (only) (4 hours)-                                             | \$500.00            |
| <u>(\$150.00 when added to a Room Rental)</u>                              |                     |
| Each additional hour for outdoor spaces                                    | \$75.00             |
| Late or Missed Meeting                                                     | \$25.00             |
| <del>Pondside Patio</del>                                                  | <del>\$150.00</del> |

~~or Amphitheater (includes outside chairs).~~

#### (D) Refundable Damage Deposits (social events only)

|                                                  |          |          |
|--------------------------------------------------|----------|----------|
| Groups under 200 without alcohol                 | \$100.00 |          |
| Morning/Afternoon package groups under 200       |          |          |
| with alcohol                                     | \$100.00 |          |
| Groups over 200 or any other groups with alcohol |          | \$250.00 |

### (4) The Lodge at Thunderhawk Room Rates

#### (A) General Room Rates

|                                                                                                                  |  |              |
|------------------------------------------------------------------------------------------------------------------|--|--------------|
| Banquet Room (includes outdoor patio, foyer, kitchen, tables and chairs with setup/breakdown, four-hour minimum) |  |              |
| Monday thru Thursday, and Friday before 3 pm                                                                     |  | \$100.00/hr. |
| Friday after 3 pm, Saturday before 3pm, and Sunday                                                               |  | \$150.00/hr. |
| Saturday after 3pm                                                                                               |  | \$275.00/hr. |
| Fixed Holidays*                                                                                                  |  | \$350.00/hr. |

Evening Event Packages (Banquet Room/patio/foyer/6 hr event/4 hr set-up/1 hr clean-up/room set-up/break-down/tables/chairs/kitchen/parking/5 hours security, wedding suite, patio, ice)

#### Jan-March: Off Season

|                                |            |
|--------------------------------|------------|
| Saturday                       | \$2,250.00 |
| Fri/Sun/NFP Sat                | \$1,750.00 |
| Add/Subtract hour (event time) | \$ 150.00  |
| Fixed Holidays*                | \$4,500.00 |

#### April-Dec: In Season

|                                |            |
|--------------------------------|------------|
| Saturday                       | \$2,750.00 |
| Fri/Sun/NFP Sat                | \$2,000.00 |
| Add/Subtract hour (event time) | \$ 150.00  |
| Fixed Holidays*                | \$6,000.00 |

Morning/Afternoon Event Packages (Banquet Room/4 hr event/2 hr set-up/1 hr clean-up/room set-up/break-down/tables/chairs/kitchen/parking/security not included, patio). Saturday In Season dates booked no more than 4 months prior to event date.

## FACILITIES

### (4) The Lodge at Thunderhawk Room Rates (cont.)

#### (A) General Room Rates (cont.)

|                                                                 |            |
|-----------------------------------------------------------------|------------|
| Saturday ( <u>Starting no later than</u> <del>after</del> 3 pm) | \$ 950.00  |
| Fri/Sun/NFP Sat                                                 | \$ 700.00  |
| Add/Subtract hour (event time)                                  | \$ 150.00  |
| Fixed Holidays*                                                 | \$1,500.00 |

\*Thunderhawk Fixed Holidays: New Year's Day (January 1 and as observed), Martin Luther King, Jr. Day, Easter, Memorial Day, Juneteenth, Independence Day (July 4 and as observed), Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve (Dec. 24 and as observed), and Christmas Day (Dec. 25 and as observed).

#### (B) Not-For-Profit Rates

Registered 501 (c) (3) organizations and governmental agencies eligible for discounts on room fees Monday through Thursday, (Friday and Weekend NFP rates included above).

|                                            |              |
|--------------------------------------------|--------------|
| Lake County organizations and agencies     | 20% discount |
| Non-Lake County organizations and agencies | 10% discount |

#### (C) Miscellaneous~~Equipment~~ Fees

|                                                                            |                  |
|----------------------------------------------------------------------------|------------------|
| Stage Risers                                                               | \$ 25.00/section |
| Kitchen use                                                                | \$100.00         |
| Color copies                                                               | \$ 0.75          |
| B/W copies                                                                 | \$ 0.25          |
| In-house labor/additional set-up/load-out                                  | \$ 75.00/hr.     |
| Ranger labor (evening w/liquor or after 8 pm.)<br>(2 hour minimum)         | Current Rate     |
| Late Payment (w/in 30 days of event)                                       | \$ 25.00         |
| Unscheduled Vendor delivery                                                | \$ 50.00         |
| Unclaimed <u>or Delayed</u> item storage                                   | \$100.00         |
| Outdoor Ceremony only                                                      | \$500.00         |
| <u>Not available on Saturdays in season (April-Dec)</u>                    |                  |
| Rehearsal* (1.5 hrs.)                                                      | \$225.00         |
| <u>*Cannot be booked or confirmed more than 30 days before event date.</u> |                  |
| Outdoor Ceremony/Patio Reset<br>(chairs included/3 hrs.)                   | \$300.00         |
| Self-Catered/Liquor Liability Insurance                                    | \$250.00         |
| Bartender                                                                  | \$ 50.00/hr.     |
| Set-up day* (4 hours during business hours)                                | \$150.00         |
| <u>*Cannot be booked or confirmed more than 30 days before event date.</u> |                  |
| Projector Screen                                                           | \$ 50.00         |
| Wireless Microphone                                                        | \$ 25.00         |
| Late/Canceled Meeting                                                      | \$ 25.00         |
| Vendor Certificate of Insurance                                            | \$250.00         |

Events exceeding 13 or more hours total incur an additional overtime charge of \$250.00.



## FACILITIES

### (4) The Lodge at Thunderhawk Room Rates (cont.)

#### (D) Refundable Damage Deposits (social events only)

|                                                  |          |
|--------------------------------------------------|----------|
| Groups under 200 without alcohol                 | \$100.00 |
| Morning/Afternoon package under 200 with alcohol | \$100.00 |
| Groups over 200 or any other groups with alcohol | \$250.00 |

### (5) Independence Grove Forest Preserve Fees

#### (A) Independence Grove Licensed Concession Services

|                                                | <u>Each Room</u>     | <u>Full Building</u> |
|------------------------------------------------|----------------------|----------------------|
| Weekday-Until 5:00pm-(M-F)                     | \$125.00             | \$ 375.00            |
| Weekday-After 5:00 pm-(M-Th)                   | \$125.00             | \$ 375.00            |
| Friday-After 5:00 pm                           | \$300.00             | \$ 900.00            |
| Saturday-9:00 am-3:00 pm                       |                      |                      |
| All Day Sunday                                 | \$300.00             | \$ 900.00            |
| Saturday- 4:00 pm-1:00 am                      | \$600.00             | \$1,500.00           |
| <u>North Patio - Visitors Center</u>           |                      |                      |
| <u>(in conjunction with one or more rooms)</u> | <u>\$125.00</u>      | <u>Included</u>      |
| Classroom                                      | \$ 75.00             | Included             |
| Monthly Minimum Fixed                          |                      |                      |
| License Fee                                    | N/A                  | \$6,000.00           |
| Special Event Fee                              | \$100 in addition to |                      |
|                                                | \$25.00/Hour         | 1-199 guests         |
|                                                | \$40.00/Hour         | 200-399 guests       |
|                                                | \$55.00/Hour         | 400-599 guests       |
|                                                | \$75.00/Hour         | 600+ guests          |

#### (B) North Bay Pavilion Permits

|                                                                                                         | <u>Resident</u> | <u>Non-Resident</u> |
|---------------------------------------------------------------------------------------------------------|-----------------|---------------------|
| Weekdays (non-Holidays) <u>year-round</u> ; - Sat & Sun after Labor Day until day prior to Memorial Day |                 |                     |
| 1-150 people                                                                                            | \$ 250.00       | \$ 500.00           |
| 151 to 300 people                                                                                       | \$ 500.00       | \$ 750.00           |
| 301 to 450 people                                                                                       | \$ 750.00       | \$1,000.00          |
| 451 or more people                                                                                      | \$1,000.00      | \$1,200.00          |

|                                                                                              | <u>Resident</u>              | <u>Non-Resident</u> |
|----------------------------------------------------------------------------------------------|------------------------------|---------------------|
| Holidays and Summer Weekends (Saturday and Sunday) Memorial Day Weekend to Labor Day Weekend |                              |                     |
| 1 to 300 people                                                                              | \$ 650.00                    | \$ 900.00           |
| 301 to 450 people                                                                            | \$ 900.00                    | \$1,200.00          |
| 451 to 499 people                                                                            | \$1,200.00                   | \$1,600.00          |
| 500+ people                                                                                  | Special Use Permit required. |                     |

The District reserves the right to decline permitting on Summer holidays due to crowding.

## FACILITIES

### (5) Independence Grove Forest Preserve Fees (cont.)

#### (B) North Bay Pavilion Permits (cont.)

Events requiring Ground Penetration Service Fee \$85.00

#### North Bay Pavilion Boat Rental Options:

|                                |                                                                            |
|--------------------------------|----------------------------------------------------------------------------|
| <u>Pedal Pontoon (5 Hours)</u> | <u>\$300.00/Pontoon (as available)</u>                                     |
| <u>Pedal Boat (5 Hours)</u>    | <u>\$85.00/Boat (Four Boat Minimum/ Eight Boat Maximum)</u>                |
| <u>Boat Attendant Fee</u>      | <u>\$125.00 In-season \$190.00 off-season (Required with Boat Rentals)</u> |

#### (C) Native Garden

When reserved without Visitors Center use\*

Monday – Thursday \$150.00/hr \*

Friday – Sunday & Holidays \$200.00/hr \*

When reserved in conjunction with Visitors Center ~~use \*~~ ~~(3 hour minimum)~~

\$150.00/hr \*

\*3 hour minimum; Plus setup charges if necessary.

(D) Observation Deck (3 hr. minimum) \$200.00/hr

(E) Plaza Native Garden and Observation Deck

(Early evenings only, within regular operating hours of preserve)

\$5,000.00

(F) Visitors Center Classroom (3 hour minimum) \$100.00/hr

(G) Beer Garden Permits – (three hours with bartenders)

Monday-Thursday \$ 850.00

Friday/Sunday \$2,000.00

Saturday \$3,500.00

Semi-Private \$350.00

(three hours + 1 hr. set-up and 30 min. load-out, back patio during operation)

Additional Hour \$100.00

Bartender (additional hours) \$ 50.00/hr

Beverage Tickets (non-transferable, limit 2/guest) \$ 5.75 ea.

Beer Cart (added to semi-private event) \$100.00

Labor Charge for changes to completed permit \$ 65.00/hr

(H) Not-For-Profit Rates – Registered 501(c)(3) organizations and governmental agencies eligible for discounts on site permit fees:

Lake County organizations and agencies 20% discount

Non-Lake County organizations and agencies ~~10~~5% discount

(weekdays only)

## FACILITIES

### (6) Independence Grove Fees

|                                             | <u>Resident</u> | <u>Non-Resident</u> |
|---------------------------------------------|-----------------|---------------------|
| (A) Parking Fees                            |                 |                     |
| Daily, non-prime (Mon – Thurs)              | \$ N/C          | \$ 6.00             |
| Daily, prime (Fri, Sat, Sun & Holidays)     | \$ N/C          | \$ 12.00            |
| Concert night (After 4:30 pm)               | \$ 10.00        | \$ 10.00            |
| (B) Boat and Bike Fees (sales tax included) |                 |                     |
| 14 ft. rowboat, first 2 hours               | \$230.00        |                     |
| each additional hour                        | \$110.00        |                     |
| 12 ft. row boat, first 2 hours              | \$185.00        |                     |
| each additional hour                        | \$ 98.00        |                     |
| Canoes, first hour                          | \$142.00        |                     |
| each additional hour                        | \$ 76.00        |                     |
| Kayaks, first hour                          | \$ 142.00       |                     |
| each additional hour                        | \$ 76.00        |                     |
| Tandem kayaks, first hour                   | \$ 2015.00      |                     |
| each additional hour                        | \$ 98.00        |                     |
| Pedal boats, first hour                     | \$ 185.00       |                     |
| each additional hour                        | \$ 98.00        |                     |
| Trolling motor, first 2 hours               | \$ 175.00       |                     |
| each additional hour                        | \$ 76.00        |                     |
| Seat cushion, per permit                    | \$ 2.00         |                     |
| Dual rider bike, per hour                   | \$ 350.00       |                     |
| 1 passenger bike, per hour                  | \$ 152.00       |                     |
| Adaptive use bicycle, per hour              | \$ 152.00       |                     |
| Stand up paddleboard, per hour              | \$ 242.00       |                     |
| Pedal pontoon boat, per hour                | \$ 6055.00      |                     |
| Pedal pontoon boat, per two hours           | \$ 1100.00      |                     |

### (7) Fox River Forest Preserves

#### (A) Marina

|                                            | <u>Resident</u> | <u>Non-Resident</u> |
|--------------------------------------------|-----------------|---------------------|
| Boat Slip Permit (May 6 – Oct 15)          |                 |                     |
| 20-foot slip (no water or electric)        | \$1,100.00      | \$1,200.00          |
| 25-foot slip (no water or electric)        | \$1,300.00      | \$1,400.00          |
| 25-foot slip (includes water and electric) | \$1,525.00      | \$1,675.00          |

## FACILITIES

### (7) Fox River Forest Preserves (cont.)

#### (A) Marina (cont.)

|                                            | <u>Resident</u>          | <u>Non-Resident</u>      |
|--------------------------------------------|--------------------------|--------------------------|
| 30-foot slip (includes water and electric) | \$1,850.00               | \$1,950.00               |
| 20-foot (PWC)                              | \$ 600.00                | \$ 650.00                |
| Daily (as available)                       | \$ 40.00                 | \$ 50.00                 |
| Monthly                                    | \$ 350.00                | \$ 400.00                |
| Monthly with Trailer                       | \$ <del>400</del> 375.00 | \$ <del>450</del> 25.00  |
| Indoor Trailer Storage (May 6 – Oct 15)    |                          |                          |
| With slip permit                           | \$ <del>225</del> 00.00  | \$ <del>250</del> 25.00  |
| Without slip permit                        | \$ <del>275</del> 50.00  | \$ <del>300</del> 275.00 |
| Each removal                               | \$ 25.00                 |                          |

#### Indoor Trailered Boat In/Out Service (May 6 – Oct 15) (includes ~~six~~four free removals per month)

|                         |                          |                          |
|-------------------------|--------------------------|--------------------------|
| Under 25 ft.            | \$1, <del>2</del> 100.00 | \$1, <del>3</del> 200.00 |
| Over 25 ft.             | \$1, <del>4</del> 300.00 | \$1, <del>5</del> 400.00 |
| Personal Watercraft     | \$ 350.00                | \$ 400.00                |
| Each additional removal | \$ 25.00                 |                          |
| Daily Storage (Indoor)  | \$ 25.00                 | \$ 35.00                 |
| (Outdoor)               | \$ 10.00                 | \$ 15.00                 |
| Monthly (Indoor)        | \$ 500.00                | \$ 550.00                |

#### (B) Launch Fees

|                                   |                         |                       |
|-----------------------------------|-------------------------|-----------------------|
| Trailered boats or watercraft     |                         |                       |
| Daily                             | \$ <del>-20</del> 15.00 | \$ <del>25</del> 0.00 |
| Seasonal                          | \$ 225.00               | \$ 300.00             |
| Non-trailered boats or watercraft |                         |                       |
| Daily                             | \$ 10.00                | \$ 10.00              |
| Seasonal                          | \$ 40.00                | \$ 40.00              |
| Paddle Craft Rack Storage*        | \$ 175.00               | \$ 200.00             |

\*Includes season launch privileges

#### (C) Winter Indoor Storage Rates\*

|                             |                            |                            |
|-----------------------------|----------------------------|----------------------------|
| Storage with trailer**      | \$ <del>29</del> 4.00/ft.  | \$ <del>31</del> 26.00/ft. |
| Storage without trailer**   | \$ <del>35</del> 29.00/ft. | \$ <del>38</del> 1.00/ft.  |
| Personal watercraft storage | \$ 350.00                  | \$ 400.00                  |

\*All boats over 26 ft. must add \$3 per foot to the above rates.

\*\*All slip permit customers receive 10% discount on winter storage.

|                              |                            |
|------------------------------|----------------------------|
| (D) Dock Box Permit (season) | \$1 <del>75.00</del> 50.00 |
|------------------------------|----------------------------|

## FACILITIES

### (7) Fox River Forest Preserves (cont.)

|     |                                                                               |                                 |
|-----|-------------------------------------------------------------------------------|---------------------------------|
| (E) | Late Penalty for late removal of boat<br>(as provided in boat slip agreement) | \$100.00/week                   |
| (F) | Fox Waterway Sticker Processing Fee                                           | \$10.00 annual<br>\$ 2.00 daily |

### 8. Additional Facilities Information

|     |                                                                                 |             |
|-----|---------------------------------------------------------------------------------|-------------|
| (A) | Additional Staff assistance<br>i.e. I.T. or ranger assistance for all locations | Hourly Rate |
|-----|---------------------------------------------------------------------------------|-------------|

## GOLF COURSE

### (1) Golf Course Fees - Brae Loch, Countryside and ThunderHawk

#### (A) Brae Loch Golf Club

| <u>Green Fees</u>                   | <u>Walk</u> |
|-------------------------------------|-------------|
| Monday – Friday (excludes holidays) |             |
| 18 holes                            | \$32.00     |
| Senior (ages 62 & up)               | \$30.00     |
| Junior 9 holes (ages 17 & under)    | \$15.00     |
| Junior 18 holes (ages 17 & under)   | \$20.00     |
| Saturday, Sunday & Holidays         |             |
| 18 holes                            | \$40.00     |

Golf Car Rental: 9 holes \$12.00, 18 holes \$18.00

|                                   |                |
|-----------------------------------|----------------|
| Permanent Tee Times               |                |
| Saturday – Sunday, foursomes only | \$80.00/golfer |

#### (B) Countryside Golf Club

| <u>Green Fees</u>                   | <u>Walk</u> |
|-------------------------------------|-------------|
| Monday – Friday (excludes holidays) |             |
| 18 holes                            | \$40.00     |
| Senior (ages 62 & up)               | \$35.00     |
| Junior 9 Holes (ages 17 & under)    | \$15.00     |
| Junior 18 Holes (ages 17 & under)   | \$20.00     |
| Saturday, Sunday & Holidays         |             |
| 18 holes                            | \$50.00     |

Golf Car Rental: 9 holes \$12.00, 18 holes \$18.00

|                                   |                 |
|-----------------------------------|-----------------|
| Permanent Tee Times               |                 |
| Saturday – Sunday, foursomes only | \$120.00/golfer |

## GOLF COURSE

|                                                    |  |                  |
|----------------------------------------------------|--|------------------|
| (C) <u>ThunderHawk Golf Club</u>                   |  | Walk             |
| <u>Greens Fees</u>                                 |  |                  |
| Monday – Friday (excludes holidays)                |  |                  |
| 18 holes                                           |  | \$67.00          |
| Senior (ages 62 & up)                              |  | \$57.00          |
| Junior (ages 17 & under)                           |  | \$40.00          |
| Saturday, Sunday & Holidays                        |  |                  |
| 18 holes                                           |  | \$85.00          |
| Golf Car Rental: 9 holes \$15.00, 18 holes \$20.00 |  |                  |
| Permanent Tee Times                                |  |                  |
| Saturday – Sunday (foursomes only)                 |  | \$ 250.00/golfer |

*For all golf courses, any off-hour rates (i.e. Twilight, Replay, and 9 Holes), promotional rates, off-season rates or negotiated rates are at the determination and discretion of the golf management team and will never be higher than the posted/approved 18 hole rate established for that day of the week as listed in the Fee Ordinance.*

### Season Passes (For use only at Brae Loch and Countryside)

|                                                                                                               | Early Bird  | Regular     |
|---------------------------------------------------------------------------------------------------------------|-------------|-------------|
| Senior individual – limited play<br>(Mon – Fri; ages 62 & up)                                                 | \$ 1,500.00 | \$ 1,600.00 |
| Senior family – limited play<br>(Mon – Fri; any 2 related individuals residing at same address; ages 62 & up) | \$ 2,380.00 | \$ 2,480.00 |

- Season passes will only be sold to players who possess a previous year season pass. No new season passes will be sold to anyone not grandfathered as of September 9, 2005.
- In order to continue their "grandfathered" status, pass holders must purchase a new season pass under their current classification and continue to purchase a season pass each year thereafter or their season pass will be terminated.
- Grandfathered season pass holders cannot transfer their season pass to anyone. Grandfathered season pass holders who request and receive a refund of their season pass will be deemed terminated of their pass holder eligibility.