



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** December 2, 2019

**TO:** Jessica Vealitzek, Chair  
Operations Committee

**FROM:** Nan Buckardt  
Director of Education

**REQUEST:** Provide Policy Direction Regarding District Involvement with Brushwood Center at Ryerson Woods' Smith Nature Symposium Benefit.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** The estimated cost of District staff's assistance with the 2020 Smith Nature Symposium is approximately \$1,545.00.

**BACKGROUND:** The District's involvement in the 2020 Smith Nature Symposium was first discussed at the November 4, 2019 Operations Committee meeting. The Committee requested additional information about the programmatic format changes that Brushwood Center at Ryerson Woods is implementing in the 2020 Smith Nature Symposium.

A benefit dinner, with a renowned keynote speaker, will continue to be part of the 2020 Smith Nature Symposium; scheduled for Friday, June 19. The benefit dinner will be hosted at an off-site facility and not involve the District or its resources.

The major change to the event for 2020 is the addition of programming open to the public on Saturday, June 20. Brushwood Center estimates that 250 – 300 people will participate in the programming at Ryerson Woods throughout the day.

The all-day programming encompasses three themes, described as follows by Brushwood Center:

1. Wonder Walks – inspiring and informative nature hikes that are family friendly and welcoming to people of diverse abilities.
2. Sights and Sounds - moving concerts, gallery walks and artist demonstrations.
3. Solution Spotlights – Featured presentations about our region's most urgent issues impacting nature and society. Presented in an intimate setting with opportunities for dialogue.

Brushwood Center at Ryerson would like the District to participate by offering one or more of the Wonder Walks, providing site set up and tear down, and use of the Welcome Center at

Ryerson Woods for afternoon programming. In addition, if alcohol is being served with Saturday evening's picnic dinner, rangers are required to be on site, as determined by the District's fee ordinance.

District Considerations:

Environmental Education staff availability is limited at this time in June; most educators are very involved with summer camp and have little or no discretionary time available. The District does have the ability to offer up to two Wonder Walks because of the short length of time dedicated to the programs. The two titles are: "History of Ryerson Woods" and a family friendly nature explore hike. One to two educators would be needed to participate at this level.

Site set up and tear down would be the responsibility of the Operations and Infrastructure staff. Moving picnic tables and trash receptacles would be the primary responsibility. Rangers would be scheduled if alcohol is available for the evening picnic.

District Acknowledgement

District collaboration would be acknowledged in the event program as a Saturday sponsor, in social media posts and other promotional material.

Fee Ordinance Costs:

If Brushwood Center (or any other non-profit organization) were to pay the established Special Use Permit Fees for their requested involvement, it would break down in this way:

- Application Fee	\$100.00
- Permit Fee	\$100.00
- Welcome Center	\$220.00
- Special Request Programs 2 @ 2 hrs. ea.	\$160.00
- AV	\$ 50.00
- Preparation/Restoration 10 hrs. @ \$40/hr.	\$400.00
- Operations additional labor 4 hrs. @ \$65/hr.	\$260.00
- Ranger Police 3 hrs. @ \$85/hr.	\$255.00

Total \$1,545.00 + \$2,000.00 damage deposit

Staff is seeking policy direction whether to continue supporting the fundraising event for Brushwood Center at Ryerson Woods.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Director of Finance, Corporate Counsel.