



# City of Elgin

## 2024 User Fees



# TABLE OF CONTENTS

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<b>User Fees</b> .....	<b>3</b>
Overview .....	4
Community Services .....	5
Regulatory and Administrative .....	13
Quality of Life .....	39

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## USER FEES

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# User Fees

## Overview

User fees are services and/or goods provided by local government which are financed by charging the individual user. These services and/or goods benefit only the user, hence the term "User Fee." The amount charged is, typically, directly related to the cost of providing the service. One of the guiding principles adopted in the budget calls for regular, justifiable user fee increases when necessary. As a part of the regular review of operations, user fees are compared to the cost of providing the service. If a subsidy exists, it should be justified in terms of the public purpose being served. Within the Recreation Fund and Cemetery Operating Fund, all user fees generated by each respective fund will be committed, as defined by the City's policy of fund balance classification and disbursement, for use of each fund's purpose with the exclusion of perpetual care revenue which will be maintained separately from the Cemetery Operating Fund in accordance with the Elgin Municipal Code.

User fees fall into three categories:

- Community Services
- Regulatory and Administrative
- Quality of Life

## Community Services

Community Services are those fees associated with everyone in a community, such as utilities. For Elgin, those fees would be directly associated with the Utility Fund. These fees are commonly established to fully recover the cost of the activity or service. The advantage of charging these costs as user fees, rather than as part of the property tax is that the fees can be calculated based upon usage.

### Sewer Rates

The following rates and fees are established and shall be collected for sanitary sewer service furnished by the City to any user in the City:

For all properties connected to the City water system which are also served by a sanitary sewer, directly or indirectly connected to any sewer owned or maintained by the City, a rate is established as follows for each one hundred cubic feet of water supplied by the City or such quantity of water used as determined by the Fox River Water Reclamation District for billing purposes, whichever is less.

For all properties which are not connected to the City water system which are served by a sanitary sewer, directly or indirectly connected to any sewer owned or maintained by the City, rates identified below shall apply.

<b>Budgeted Sewer Rates</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Connected to water system and sanitary sewer	\$1.81	\$1.81	\$1.81
Sanitary sewer system only - Single Family	\$23.48	\$23.48	\$23.48
Sanitary sewer system only - All other uses	\$39.13	\$39.13	\$39.13
Sanitary Sewer; Connection Permit fee	\$10.00	\$10.00	\$10.00

### Water Rates

#### Water Rates – Consumers within the City

The following rates are established and shall be collected for all water furnished by the City to any consumer in the City for purposes other than fire protection:

A monthly availability charge shall be collectible and computed based upon the size of the meter in accordance with the following, notwithstanding the foregoing availability charge for a single-family residence with any meter size shall not exceed the five-eighths inch meter rate:

<b>Water Rates - Consumers in the City</b>			
<b>Meter Size</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
5/8"	\$11.44	\$12.01	\$12.85
3/4"	\$38.13	\$40.04	\$42.84
1"	\$76.17	\$79.98	\$85.58
1 1/4"	\$114.77	\$120.51	\$128.95
1 1/2"	\$152.44	\$160.06	\$171.26
2"	\$228.64	\$240.07	\$256.87
2 1/2"	\$304.69	\$319.93	\$342.33
3"	\$381.00	\$400.05	\$428.05
4"	\$533.46	\$560.13	\$599.34
6"	\$838.25	\$880.16	\$941.77
8"	\$1,143.97	\$1,201.17	\$1,285.25
10"	\$1,447.88	\$1,520.27	\$1,626.69

## Water Rates (cont.)

The following rates apply for each 1,000 gallons or fraction thereof of water supplied, or for each hundred cubic feet or a fraction thereof water supplied. Special services shall be billed at the prevailing water rates or, if temporary meter service is not feasible, a substantially equivalent rate will be determined by the city manager.

Budgeted Water Rates	
Year	Rate/1,000 G
2022	\$6.06
2023	\$6.36
2024	\$6.81

Budgeted Water Rates	
Year	Rate/HCFT
2022	\$4.53
2023	\$4.76
2024	\$5.09

Water furnished by the truckload shall be billed at the following rate per 1,000 gallons or fraction thereof. The minimum bill should be twenty dollars.

Budgeted Water Rates – Truckload	
Year	Rate/1,000 G
2022	\$24.07
2023	\$25.27
2024	\$27.04

## Water Service Installation

Type	2022 Fee	2023 Fee	2024 Fee
<b>New Subdivision:</b>			
1"	\$1,597	\$1,677	\$1,794
1 ¼"	\$1,670	\$1,754	\$1,877
1 ½"	\$1,841	\$1,933	\$2,068
2"	\$3,175	\$3,334	\$3,567
4"	\$6,034	\$6,336	\$6,780
6"	\$6,613	\$6,944	\$7,430
8"	\$7,796	\$8,186	\$8,759
<b>Unimproved City Street Seal Coated (No Curb and Gutter):</b>			
1"	\$3,911	\$4,107	\$4,394
1 ¼"	\$3,997	\$4,197	\$4,491
1 ½"	\$4,246	\$4,458	\$4,770
2"	\$5,246	\$5,508	\$5,894
4"	\$6,561	\$6,889	\$7,371
6"	\$7,199	\$7,559	\$8,088
8"	\$8,335	\$8,752	\$9,365
<b>Improved City Street (Blacktop):</b>			
1"	\$4,010	\$4,211	\$4,506
1 ¼"	\$4,076	\$4,280	\$4,580
1 ½"	\$4,338	\$4,555	\$4,874
2"	\$5,325	\$5,591	\$5,982
4"	\$7,270	\$7,634	\$8,168
6"	\$7,987	\$8,386	\$8,973
8"	\$9,269	\$9,730	\$10,411
<b>Improved City Street (Blacktop and Concrete):</b>			
1"	\$4,562	\$4,790	\$5,125
1 ¼"	\$4,601	\$4,831	\$5,169
1 ½"	\$4,838	\$5,080	\$5,436
2"	\$5,837	\$6,129	\$6,558
4"	\$7,796	\$8,186	\$8,759
6"	\$8,559	\$8,987	\$9,616
8"	\$9,886	\$10,380	\$11,107
<b>Federal, County, or State Highway or Four-Lane City Streets:</b>			
1"	\$5,284	\$5,548	\$5,936
1 ¼"	\$5,423	\$5,694	\$6,093
1 ½"	\$5,686	\$5,970	\$6,388
2"	\$7,757	\$8,145	\$8,715
4"	\$14,107	\$14,812	\$15,849
6"	\$15,480	\$16,254	\$17,392
8"	\$17,538	\$18,415	\$19,704

A) 5/8" AMR (automatic meter reading) water meter plus 25% overhead charge is included with the 1" and 1¼" water service.

B) The cost for a water meter will be at the current rates adopted by the city council. Meter sizes will be based on usage at the direction of the director of water operations.

C) An AMR system is required for each new single family residence and other installations as possible.

D) The costs of water service installation for 1" and 1¼" services in the New Subdivision category are based on orders of three or more; if the order is less than three, add \$105 per service.

E) The installation of any sized service in the Central Business District (CBD), including the Fountain Square Plaza Mall, and other areas as described shall be on a time and material basis. The CBD shall include the area bounded on the west by the Fox River, north by Kimball Street, east by Dundee and Villa Streets, and on the south by National Street.

F) Federal, State, and County routes that must be augured will include the scheduled water service price plus any additional actual costs.

G) If the service installation is a replacement of an equivalent size and for the same intended usage, subtract meter costs for a 1" and 1¼" service from installation cost.

## Water Meters

Water Meter Price Schedule			
Type	2022 Fee	2023 Fee	2024 Fee
<b>Size and Type:</b>			
5/8" Local	\$121	\$127	\$136
5/8" AMR	\$434	\$456	\$488
¾" Local	\$172	\$181	\$194
¾" AMR	\$485	\$509	\$545
1" Local	\$242	\$254	\$272
1" AMR	\$587	\$616	\$659
1-1/2" Local	\$619	\$650	\$696
1-1/2" AMR	\$887	\$931	\$996
2" Local	\$976	\$1,025	\$1,097
2" AMR	\$1,219	\$1,280	\$1,370
<b>Compounds:</b>			
3" Local	\$2,789	\$2,928	\$3,133
3" AMR	\$3,414	\$3,585	\$3,836
4" Local	\$4,741	\$4,978	\$5,326
4" AMR	\$5,603	\$5,883	\$6,295
6" Local	\$6,803	\$7,143	\$7,643
6" AMR	\$8,168	\$8,576	\$9,176
8" Local	\$9,138	\$9,595	\$10,267
8" AMR	\$9,968	\$10,466	\$11,199
10" Local	\$13,152	\$13,810	\$14,777
10" AMR	\$13,720	\$14,406	\$15,414
<b>Turbos:</b>			
2" Local	\$1,283	\$1,347	\$1,441
2" AMR	\$1,519	\$1,595	\$1,707
3" Local	\$1,532	\$1,609	\$1,722
3" AMR	\$1,774	\$1,863	\$1,993
4" Local	\$2,508	\$2,633	\$2,817
4" AMR	\$2,776	\$2,915	\$3,119
6" Local	\$5,373	\$5,642	\$6,037
6" AMR	\$5,622	\$5,903	\$6,316
8" Local	\$5,169	\$5,427	\$5,807
8" AMR	\$5,437	\$5,709	\$6,109
10" Local	\$8,155	\$8,563	\$9,162
10" AMR	\$8,418	\$8,839	\$9,458



## Related Water Services

<b>Water Department – Related Water Services</b>			
<b>Type</b>	<b>2022 Fee</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
Water Mains	\$25	\$25	\$25
	per front foot	per front foot	per front foot
Turn Off/On for Nonpayment	\$50	\$50	\$50
Revisit Installation Fee for New Meter Set	\$50	\$50	\$50
Temporary Out of Service-Remove	\$50	\$50	\$50
Frozen Meter Service Charge	\$100	\$100	\$100
Returned Payment	\$25	\$25	\$25
Bacteriological Test	\$30	\$30	\$30
Same Day Final Read Request	\$50	\$50	\$50
Meter Test Fee (5/8 to 2 inch)	\$75	\$75	\$75
Meter Test Fee (larger than 2 inch)	\$300	\$300	\$300

<b>Hydrant Meter Rental Fees:</b>			
1 inch Deposit	\$300	\$300	\$300
3 inch Deposit	\$1,600	\$1,600	\$1,600
Wrench deposit	\$50	\$50	\$50
Water (1 unit estimate)	\$300	\$300	\$300
Water reconnection fee for cross connection shut off	\$250	\$250	\$250
Water meter test deposit	\$100	\$100	\$100
Frozen service fee—per hour	\$100	\$100	\$100
Frozen water meter (<1.5"), prevailing rates plus labor charge of	\$20	\$20	\$20
Frozen water meter (>=1.5"), prevailing rates plus labor charge of	\$40	\$40	\$40

### Additional Information

*Frozen Service Fee (EMC 14.04.370)*

If the property owner allows the water service to freeze after mail notification, the customer will be placed at the bottom of any existing waiting list for thawing and will be charged for thawing service at the rate of \$100 per hour. The owner may hire a private contractor for this service.

*Frozen Water Meters*

Charges for frozen water meters will be set at the prevailing rates on file with the water department, plus a \$20.00 labor charge, or \$40.00 for meters sized one and one-half inches or larger.

## Refuse Collection

The City contracts with Waste Management to provide weekly residential waste collection and recycling services to single-family residential households, detached single-family households with five units or less, condos and townhouses. The City offers unlimited recycling and any amount of trash over the standard 64-gallon toter can be disposed of using pre-paid refuse stickers or pre-paid bags. Curbside recycling service has been provided since 2002 and allows residents to combine all recyclables in one container (also referred to as "single stream") rather than separating paper and plastics. Elgin's solid waste program offers free yard-waste collection in October, November and April. For 2024, the "At Your Door" special collection, which includes collecting many types of unwanted potentially hazardous and hard-to-recycle items, and the low income senior rate will remain.

<b>Refuse Rates</b>			
<b>Base Program (includes "At Your Door" special collection)</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Single-Family Home (includes detached single-family homes with five units or less) - 64 G Cart* - Includes AYD Service*	\$19.30	\$19.93	\$20.58
Single-Family Home (includes detached single-family homes with five units or less) - 35 G Cart and also eligible for 1 additional disposal unit per week with no sticker required* - Includes AYD Service*	\$19.30	\$19.93	\$20.58
Condos and Townhouses* - Includes AYD Service *	\$14.42	\$14.89	\$15.38
Multi-Family Residence (6 or more units) with dumpster** - Does not include AYD Service*	\$12.98	\$13.40	\$13.84
Leaf Rake-Out Rates (designated areas only)	\$5.00	\$5.00	\$5.00
<i>*2024 rate includes \$1.54/month for unlimited electronic recycling "At Your Door" special collection.</i>			
<i>**Multi-Family Residence with 6 or more units not eligible for senior discount or "At Your Door" special collection.</i>			
<b>Low-Income Senior Rate (Includes "At Your Door" special collection) 35G cart required within program</b>			
Single-Family Home (includes 5 units or less)	\$17.52	\$18.09	\$18.52
Condos and Townhouses	\$13.11	\$13.54	\$13.84
<b>Carts</b>			
Upsize to 96G Cart	\$11.56	\$11.94	\$12.33
Additional 96G Cart	\$34.68	\$35.81	\$36.97
Additional 64G Cart	\$23.11	\$23.86	\$24.64
<b>Pre-Paid Stickers</b>			
Disposal Stickers	\$3.25	\$3.36	\$3.47
Appliance Stickers	\$35.99	\$37.16	\$38.37
<b>Optional Organic Collection Subscription</b>			
96G Cart	\$151.00 Per Season	\$156.00 Per Season	\$161.00 Per Season
64G Cart	\$141.00 Per Season	\$146.00 Per Season	\$151.00 Per Season
35G Cart	\$131.00 Per Season	\$136.00 Per Season	\$141.00 Per Season

The City's solid waste collection and disposal services fee has been established pursuant to Elgin Municipal Code Section 9.24.125 in the dollar amount per month of the City's costs to provide curbside collection service. Such fees for are set forth in the table below.

Additional rates shall apply for the following goods or services:

- In recognition of the additional costs associated with providing street rake-out leaf collection, the City's street rake-out leaf collection fee has been established pursuant to the Elgin Municipal Code Section 9.24.125 in the dollar amount per month of the City's costs to provide such additional street rake-out leaf collection service
- Refuse stickers for excess trash, bulk items and yard waste sold by the City of Elgin and local vendors.
- Appliance stickers for discarded household appliances such as hot water heaters, dishwashers, refrigerators, freezers, stoves, washers, dryers, dehumidifiers, and air conditioner sold by the City of Elgin and local vendors.

## **Regulatory and Administrative**

Regulatory and Administrative are those fees associated with regulatory and administrative processes (i.e. licenses), police and fire services, building permits, and fees paid by developers

# Bluff City Cemetery

Cemetery Fees		
Type	2023 Fee	2024 Fee
<b>Adult Burials, including tent</b>		
Weekdays (8:00 a.m. to 2:30 p.m.)	\$1,417	\$1,558
Weekdays (2:30 p.m. to 1 hour before dusk)	\$1,768	\$1,944
Saturdays (9:00 a.m. to 12:30 p.m.)	\$1,758	\$1,933
Saturdays (12:30 p.m. to 1 hour before dusk.)	\$2,145	\$2,359
Sundays & Holidays (9:00 a.m. to 12:30 p.m.)	\$2,495	\$2,744
Sundays & Holidays (12:30 p.m. to 1 hour before dusk.)	\$2,979	\$3,276
<b>Infants (up to 48" vault), including tent</b>		
Weekdays (8:00 a.m. to 2:30 p.m.)	\$391	\$430
Weekdays (2:30 p.m. to 1 hour before dusk)	\$594	\$653
Saturdays (8:00 a.m. to 12:30 p.m.)	\$622	\$684
Saturdays (3:00 p.m. to 1 hour before dusk)	\$803	\$883
Sundays & Holidays (9:00 a.m. to 12:30 p.m.)	\$1,089	\$1,197
Sundays & Holidays (3:00 p.m. to 1 hour before dusk)	\$1,491	\$1,640
<b>Public Aid, no tent:</b>		
Weekdays only (8:00 a.m. to 3:00 p.m.)	\$725	\$797
<b>Disinter/Reinter, weekdays only:</b>		
Adult disinter (8:00 a.m. to 2:30 p.m.)	\$1,480	\$1,628
Adult reinter (8:00 a.m. to 2:30 p.m.)	\$1,309	\$1,439
Infant disinter (8:00 a.m. to 2:30 p.m.)	\$539	\$592
Infant reinter (8:00 a.m. to 2:30 p.m.)	\$385	\$423
<b>Cremations, permanent container required, no tent. In ground or Columbarium</b>		
Weekdays (8:00 a.m. to 2:30 p.m.)	\$732	\$805
Weekdays (2:30 p.m. to 1 hour before dusk)	\$1,029	\$1,131
Saturdays (9:00 a.m. to 12:30 p.m.)	\$930	\$1,023
Saturdays (12:30 p.m. to 1 hour before dusk.)	\$1,166	\$1,282
Sunday & Holidays (9:00 a.m. to 12:30 p.m.)	\$1,320	\$1,452
Sunday & Holidays (12:30 p.m. to 1 hour before dusk)	\$1,788	\$1,966
<b>Place Casket in Mausoleum</b>		
Weekdays (8:00 a.m. to 2:30 p.m.)	\$1,309	\$1,439
Weekdays (2:30 p.m. to 1 hour before dusk)	\$1,518	\$1,669
Saturdays (9:00 a.m. to 12:30 p.m.)	\$1,639	\$1,802
Saturdays (12:30 p.m. to 1 hour before dusk)	\$1,925	\$2,117
Sundays & Holidays (9:00 a.m. to 12:30 p.m.)	\$2,294	\$2,523
Sundays & Holidays (12:30 p.m. to 1 hour before dusk)	\$2,756	\$3,031
<b>Type</b>		
<b>Grave Boxes/Vaults</b>		
Grave Box (except public aid - \$220)	\$600	\$660
Cremation Vault	\$400	\$440
<b>Tent</b>		
14'x14'	\$127	\$139
<b>Veteran Markers/Flags</b>		
Veterans Granite Marker Installation	\$290	\$319
Veterans Bronzer Marker Installation/granite base	\$460	\$506
Veterans Flag Pole & Name Plate	\$198	\$217
9/5' x 5' cotton 50 star flag	\$99	\$108
<b>Miscellaneous</b>		
Metal flower vase for in the ground	\$79	\$86

Foundation permit	\$73	\$80
Winter wreath	\$59	\$64
Honors urn	\$218	\$239
<b>Documentation</b>		
Deed Transfer (Quit Claim Deed)	\$73	\$80
Duplicate Deed	\$73	\$80
Recording of marker information for person not buried	\$73	\$80
<b>Perpetual Care</b>		
First grave	\$145	\$159
Each additional grave	\$133	\$146

Type		
Grave Prices Includes Perpetual Care	2023 Fee	2024 Fee
Section 2A	\$1,500	\$1,650
Section 22	\$935	\$1,028
Section 2A In-Ground Cremation Spaces	\$600	\$660
Section 28	N/A	\$1,200
Section 19 (Memorial Section)	\$805	\$885
Section 19 (Baby Land)	\$204	\$224
Section 24	\$935	\$1,028

#### Columbarium Niche Spaces

Each (or 1) niche consists of two possible spaces

Niches 1 and 7	\$1,540	\$1,694
Niches 2 and 8	\$1,650	\$1,815
Niches 3 and 9	\$1,650	\$1,815
Niches 4 and 10	\$1,650	\$1,815
Niches 5 and 11	\$1,540	\$1,694
Niches 6 and 12	\$1,540	\$1,694

#### Islamic Burial Rates

Weekday (8:00 a.m. to 2:30 p.m.)	\$2,080	\$2,288
<b>Weekday (2:30 p.m. to 1 hour before dusk)</b>	<b>\$2,431</b>	<b>\$2,674</b>
Saturday (9 a.m. to 12:30 p.m.)	\$2,421	\$2,663
Saturday (12:30 p.m. to 1 hour before dusk)	\$2,808	\$3,088
Sunday & Holiday (9 a.m. to 12:30 p.m.)	\$3,158	\$3,473
Sunday & Holiday (12:30 p.m. to 1 hour before dusk)	\$3,642	\$4,006

## Fire Department

The fees for the hourly rate of hire for firefighters are based on a review of all collective bargaining agreements.

Sworn Firefighters			
Type	2022	2023	2024
Units of Local Government & School Districts	\$60	\$63	\$63
All Others	\$60	\$63	\$63
Fire Officer	\$85	\$89	\$89
Use of Fire Vehicle	\$110	\$116	\$116

Quantity Based Inspections	2022 Fee	2023 Fee	2024 Fee
<b>Fire Alarm Plan</b>			
1-25 Alarm devices in approved plan	\$330	\$347	\$347
26-50 Alarm devices in approved plan	\$440	\$462	\$462
51-75 Alarm devices in approved plan	\$550	\$578	\$578
Over 75 alarm devices in approved plan	\$110 per hour	\$116 per hour	\$116 per hour
<b>Fire Sprinkler System Plan</b>			
1-20 Sprinkler heads in approved plan	\$220	\$230	\$230
21-50 Sprinkler heads in approved plan	\$330	\$350	\$350
51-100 Sprinkler heads in approved plan	\$440	\$460	\$460
101-300 Sprinkler heads in approved plan	\$660	\$695	\$695
Over 300 Sprinkler heads in approved plan	\$110 per hour	\$115 per hour	\$115 per hour
<b>Gas Suppression Systems Plan</b>			
1-50 pounds of agent in approved plan	\$220	\$231	\$231
51-100 pounds of agent in approved plan	\$330	\$347	\$347
101-200 pounds of agent in approved plan	\$440	\$462	\$462
201-300 pounds of agent in approved plan	\$660	\$693	\$693
Over 300 pounds of agent in approved plan	\$110 per hour	\$116 per hour	\$116 per hour
<b>Hazardous Materials Management Plan</b>			
Storage of 11 gallons or more of Class I flammable liquid within interior occupancies in approved plan	\$110	\$116	\$116
Storage of 61 gallons or more of Class I flammable liquid on exterior property in approved plan	\$110	\$116	\$116
Storage of 26 gallons or more of Class II or Class III combustible liquid within interior occupancies in approved plan	\$110	\$116	\$116
Storage of 61 gallons or more of Class II or Class III combustible liquid on exterior property in approved plan	\$110	\$116	\$116
Any refining, mixing or blending of flammable or combustible liquids in approved plan	\$110	\$116	\$116
Tent Canopy or Other Membranes	\$110	\$116	\$116

Hourly Plan Review Rates	2022	2023	2024
Fire Safety Plan	\$110	\$116	\$116
Pre-Fire Plan	\$110	\$116	\$116
Evacuation Plan	\$110	\$116	\$116
Facility Closure	\$110	\$116	\$116
Fireworks or Explosives	\$110	\$116	\$116
Refrigeration Systems	\$330	\$347	\$347
Battery Systems	\$220	\$231	\$231
Smoke Control Systems	\$330	\$347	\$347
Industrial Ovens	\$220	\$231	\$231
Tire Rebuilding or Storage	\$220	\$231	\$231



Liquified Petroleum Gas	\$220	\$231	\$231
Life Safety Code	\$220	\$231	\$231
Means of Egress	\$220	\$231	\$231
High-Pile Combustible Storage	\$110	\$116	\$116

#### Re-inspections (for each re-inspection)

First re-inspection by Fire Prevention Bureau (FPB)	\$175	\$184	\$184
Second re-inspection by FPB	\$450	\$473	\$473
Third or more re-inspection by FPB	\$700	\$735	\$735

#### Plan Review Amendments

Per hour of plan review	\$110	\$116	\$116
Permit Renewal	\$110	\$116	\$116

Expedited plan review Double the standard rate Double the standard rate Double the standard rate

Unit Based Plan Reviews (Per Unit)		2022 Fee	2023 Fee	2024 Fee
Standpipe System	Per standpipe approved	\$220	\$231	\$231
Fire Pump	Per fire pump plan approved	\$220	\$231	\$231
Water Flow Test	Per water flow test conducted	\$280	\$294	\$294
Hood Suppression System	Per approved plan	\$220	\$231	\$231
Storage Tank Plan Review	Per above-ground storage tank approved	\$290	\$305	\$305

Sprinkler Alarm Board Service Fee (EMC 2.40.220)	2022	2023	2024
Initial Hookup Charge per alarm	\$120	\$120	\$120
Annual Service Charge per alarm	\$35	\$35	\$35

*The above charges shall not apply to charitable or governmental institutions*

Mitigation Rates for Certain Emergency Services (EMC 2.40.225)	2022	2023	2024
<b>Motor Vehicle Incidents</b>			
Level 1	\$435	\$435	\$435
Level 2	\$495	\$495	\$495
Level 3	\$605	\$605	\$605
Level 4	\$1,800	\$1,800	\$1,800
Level 5	\$2,200	\$2,200	\$2,200

Level 6 - Itemized response (billed to residents and nonresidents as appropriate). In the case of an unusual incident, the fire department of the city may bill each incident as an independent incident with actual costs and/or customary mitigation rates using itemized rates deemed usual, customary, and reasonable (UCR). Such incidents will be billed using itemized amounts for apparatus and personnel, plus products and equipment used.

#### Hazardous Materials

Level 1 - Basic response	\$700	\$700	\$700
Level 2 - Intermediate Response	\$2,500	\$2,500	\$2,500
Level 3 - Advanced response	\$5,900	\$5,900	\$5,900

#### Pipeline Incidents/Power Line Incidents: (Includes, but not limited to: gas, sewer, septic to sewer, and water pipelines)

Level 1 - Basic response	\$400	\$400	\$400
Level 2 - Intermediate Response	\$1,000	\$1,000	\$1,000

Level 3 - Advanced response - Itemized claim charges. Includes provision of levels 1 and 2 services as well as supervision and/or assisting of intermediate to major pipeline damage, setup and removal of decon center, detection, recovery and identification of material, disposal and environmental cleanup.

#### Fire Investigation

Fire Investigation Team	\$275 per hour	\$275 per hour	\$275 per hour
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#### Fires

Assignment Per Hour, Per Engine	\$400	\$400	\$400
Assignment Per Hour, Per Truck	\$500	\$500	\$500

#### Water Incidents: (Billed to Nonresidents Only)

Level 1 - Basic Response	\$400 plus \$50 per hour, per rescue person	\$400 plus \$50 per hour, per rescue person	\$400 plus \$50 per hour, per rescue person
Level 2 - Intermediate Response	\$800 plus \$50 per hour, per rescue person	\$800 plus \$50 per hour, per rescue person	\$800 plus \$50 per hour, per rescue person
Level 3 - Advanced Response	\$2,000 plus \$50 per hour, per rescue person and \$100 per hour per HAZMAT team member	\$2,000 plus \$50 per hour, per rescue person and \$100 per hour per HAZMAT team member	\$2,000 plus \$50 per hour, per rescue person and \$100 per hour per HAZMAT team member

Level 4 - Itemized response. In the case of an unusual incident, the fire department of the city may bill each incident as an independent incident with actual costs and/or customary mitigation rates using itemized rates deemed usual, customary and reasonable (UCR). Such incidents will be billed using itemized amounts for each trained rescue person plus rescue products and equipment used.

#### Special Rescue

Itemized response - minimum of \$400 per hour, per emergency response, plus \$50 per hour, per rescue person

#### Chief Response

Itemized response - \$250 per hour

#### Fees for Service: (EMC 2.40.260). Fees for ambulance services and prehospital care provided by the fire department.

Basic life support emergency (BLS)	\$1,850	\$1,850	\$2,849
Advanced life support emergency (ALS 1)	\$1,850	\$1,850	\$2,849
Advanced life support emergency (ALS 2)	\$1,850	\$1,850	\$2,849
Mileage (as measured from the location of ambulance call to the hospital)	\$15 per mile or portion thereof	\$15 per mile or portion thereof	\$15 per mile or portion thereof

Fireworks	2022	2023	2024
Pyrotechnical display permit application fee (EMC 10.31.030)	\$200	\$200	\$200
Consumer fireworks display permit application fee (EMC 10.31.040)	\$200	\$200	\$200

## City Clerk

Theatres	2023 Fee	2024 Fee
Annual license fee for theaters	\$100.00	\$100.00
Fee for presentation on unlicensed premises (EMC 6.69.040)	For motion pictures or theatricals which are presented in premises which are not covered by a license, the fee to be paid is \$5.00 per day.	For motion pictures or theatricals which are presented in premises which are not covered by a license, the fee to be paid is \$5.00 per day.

Property Vacation Fees	2023 Fee	2024 Fee
Property Vacation fees (EMC Chapter 4.36)	\$670.00 for vacating any property owned by the City. Such vacation fee shall be an addition to any charge or price that may be established by the City Council for the value of the property vacated.	\$670.00 for vacating any property owned by the City. Such vacation fee shall be an addition to any charge or price that may be established by the City Council for the value of the property vacated.

Raffles (EMC 6.52.020)	2023 Fee	2024 Fee
Raffles license fees shall be as follows:		
Aggregate Prize Value		
Less than \$500.00	None	None
\$501.00 to \$5,000.00	\$5	\$5
\$5,001.00 and over	\$25	\$25

Shooting Galleries (EMC 6.60.020)	2023 Fee	2024 Fee
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Annual License Fee	\$50.00	\$50.00
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Skating Rinks (EMC 6.63.030)	2023 Fee	2024 Fee
Annual License Fee	\$50.00	\$50.00

# Liquor Licences

## Alcoholic Liquor Dealers Fees

Type	2023 Fee	2024 Fee	Type	2023 Fee	2024 Fee
CLASS A	\$1,540	\$1,540	CLASS I	\$11	\$11
CLASS AA	\$1,540	\$1,540	CLASS J	\$374	\$374
CLASS A-1	\$2,200	\$2,200	CLASS K	\$44	\$44
CLASS B	\$880	\$880	CLASS K-1	\$44	\$44
CLASS B-1	\$660	\$660	CLASS M	\$2,200	\$2,200
CLASS B-2	\$770	\$770	CLASS N	\$880	\$880
CLASS B-3	\$660	\$660	CLASS N-1	\$660	\$660
CLASS B-4	\$660	\$660	CLASS O	\$1,000	\$1,000
CLASS B-5	\$770	\$770	CLASS P	\$500	\$500
CLASS C	\$396	\$396	CLASS P-1	\$1,000	\$1,000
CLASS C-1	\$396	\$396	CLASS Q	\$220	\$220
CLASS D	\$792	\$792	CLASS R	\$3,080	\$3,080
CLASS D-1	\$110	\$110	CLASS R-1	\$3,080	\$3,080
CLASS E	\$792	\$792	CLASS S	\$396	\$396
CLASS E-1	\$572	\$572	CLASS W	\$110	\$110
CLASS E-2	\$660	\$660	CLASS Y	\$100	\$100
CLASS E-3	\$660	\$660	CLASS Z	\$660	\$660
CLASS F	\$374	\$374	Corkage	\$250	\$250
CLASS F-1	\$550	\$550	Exterior Sales Permit	\$500	\$500
CLASS F-2	\$550	\$550	Off-site Special Event Permit	\$25	\$25
CLASS G	\$440	\$440	Downtown Farmers' Market Event Permit	\$25	\$25
CLASS H	\$11	\$11			

## Additional Information

\*Prior to the issuance of a new Class B liquor license, the applicant shall deposit the sum of \$10,000 with the city clerk to be placed in the general fund of the city. Prior to the issuance of a new Class B-1, B-2, B-4 or B-5 license, the applicant shall deposit the sum of \$5,000 with the city clerk to be placed in the general fund of the city.

### Exterior Sales Permit

The annual fee for an exterior sales permit is \$500, provided no fee shall be required for permits issued for exterior sales areas which are engaged in the regular service of food with alcoholic liquor and which have a total seating capacity of not more than twenty or for sales in conjunction with a valid Class I license.

## Liquor Fees – Additional Fees Related to Application

Type	2023 Fee	2024 Fee
Non-refundable application fee	\$300	\$300
Fingerprint criminal background check	Varies	Varies
Deposit for each public meeting sign	\$200	\$200
Court reporter fee	\$150	\$200

## Video Gaming Fees

Type	2023 Fee	2024 Fee
Per Machine-Establishment	\$25	\$25
Per Machine-Distributor	\$1,500	\$1,500
Video Gaming Distributor Application Fee	\$200	\$200

#### Other Liquor License Fees

Type	2023 Fee	2024 Fee
Change in Personnel (EMC 6.06.14B)	\$150	\$150
Expanded Hour Application Fee (EMC 6.06.140B)	\$25	\$25

#### Amusements

Type	2023 Fee	2024 Fee
License Application Fees (EMC 6.09.030)		
Menageries	\$15 per day	\$15 per day
Exhibitions of Inanimate Objects	\$5 per day	\$5 per day
Other Amusements	\$5 per day/\$20 per week	\$5 per day/\$20 per week
Billard Halls or Bowling Alleys	\$20 for each	\$20 for each
Automatic Amusement Devices	\$40 for each	\$40 for each
Admission Surcharge	\$0.25 per admission	\$0.25 per admission

## Public Records

Public Records Fees		
Category	2023 Fee	2024 Fee
Category I. Records capable of reproduction by photocopy	1-50 pages: no charge 51 or more pages: \$0.15 per page	1-50 pages: \$0 51 or more pages: (\$0.15) per page
Category II. Records with an appropriate waiver request as defined by section 6 of the Freedom of Information Act (5 ILCS 140/6), as amended	1-100 pages: no charge 101 or more pages: \$0.10 per page	1-100 pages: no charge 101 or more pages: \$0.10 per page
Category III. Records provided in color	1-5 pages: no charge 6 or more pages: \$0.50 per page	1-5 pages: no charge 6 or more pages: \$0.50 per page
Category IV. Records provided in a size other than letter or legal	The actual cost of reproducing the records, not including the costs of any search for and review of the records or other personnel costs associated with reproducing the records.	The actual cost of reproducing the records, not including the costs of any search for and review of the records or other personnel costs associated with reproducing the records.
Category V. Traffic accident reports:	Standard traffic accident reports: \$5.00 per copy. Traffic accident reports investigated by an accident reconstruction officer or accident reconstruction team: \$20.00 per copy.	Standard traffic accident reports: \$5.00 per copy. Traffic accident reports investigated by an accident reconstruction officer or accident reconstruction team: \$20.00 per copy.
Category VI. Records provided on any medium other than paper or by e-mail:	The cost of purchasing the applicable recording medium, whether disk, diskette, tape, or other medium.	The cost of purchasing the applicable recording medium, whether disk, diskette, tape, or other medium.

## Community Development

Zoning Matters - Development Applications, Others			
Type	2022 Fee	2023 Fee	2024 Fee
Text Amendment:	\$560	\$590	\$590
<b>Map Amendments:</b>			
Property less than 10 acres in area	\$890	\$935	\$935
Property 10 acres, but less than 100 acres in area	\$1,260	\$1,325	\$1,325
Property 100 acres or more	\$1,700	\$1,785	\$1,785
<b>Planned Developments:</b>			
Property of any size (as a map amendment)	\$1,900	\$1,995	\$1,995
Property of any size (as a conditional use)	\$1,160	\$1,220	\$1,220
<b>Conditional Use:</b>			
Property of any size	\$890	\$935	\$935
<b>Variations:</b>			
Property Used for Single or Two-Family	N/A	\$305	\$305
Property less than 10,000 square feet	\$290	\$305	\$305
Property more than 10,000 square feet	\$890	\$935	\$935
<b>Appeals:</b>			
Appeal to the Development Administrator	\$290	\$305	\$305
Appeal to the Planning and Zoning Commission	\$290	\$305	\$305
Appeal to the City Council	\$290	\$305	\$305
<b>Zoning Status Report:</b>			
Land Use	\$150	\$160	\$160
Site Design	\$150	\$160	\$160
Zoning District Verification - Residential	\$70	\$75	\$75
Zoning District Verification - Non-Residential	\$200	\$210	\$210
Encroachment Agreements	\$260	\$275	\$275
<b>Public Hearing Transcript Deposit:</b>			
Deposit for Amendments, Annexations, Conditional Use, Master Concept Plan	\$340	\$360	\$360
Deposits for Variation or Appeal Process	\$340	\$360	\$360
<b>Legal Publishing Deposit:</b>			
Deposit for public hearing notice publishing	\$280	\$295	\$295
<b>Public Hearing Sign Deposit:</b>			
Each Sign per Street Frontage	\$170	\$180	\$180
<b>Impact Assessment:</b>			
Cost of the Impact Assessment	\$3,900	\$4,095	\$4,095
<b>Temporary Use Permit:</b>			
Not-For-Profit Organization	\$0	\$0	\$0
All Other Organizations	\$210	\$220	\$220
<b>Tree Preservation:</b>			
Fee In Lieu of Replacing Trees	\$200 (per dbh inch)	\$200 (per dbh inch)	\$200 (per dbh inch)
<b>Animals:</b>			
License for Keeping Chickens (EMC Chap. 7.08. Does not include building permit fee for coop. See Accessory Structure, Other Than Private Garage).	\$30	\$30	\$30

## Electrical

<b>Electrical</b>			
Type	2022 Fee	2023 Fee	2024 Fee
<b>New Residential Construction:</b>			
Single Family	\$420	\$440	\$440
Multiple-Family (per unit)	\$290	\$305	\$305
<b>New Construction; Commercial and Industrial:</b>			
0-400 amp service	\$220	\$230	\$230
Over 400 amp service	\$290	\$305	\$305
Alteration; Residential Upgrade	\$75	\$80	\$80
Change or relocation of service	\$75	\$80	\$80
Other Work	\$75	\$80	\$80
<b>Alterations; Commercial and Industrial:</b>			
0-400 amp service	\$220	\$230	\$230
Over 400 amp service	\$290	\$305	\$305
<b>Wiring and Circuiting; Commercial and Industrial:</b>			
1-1,000 sq. ft. (Including Solar)	\$75	\$80	\$80
Each additional 1,000 sq. ft.	\$75	\$80	\$80
<b>Electrical Heat; New/ Alteration:</b>			
All Uses	\$150	\$160	\$160
<b>Temporary Service, All Uses:</b>			
Inspection of temporary services	\$150	\$160	\$160
<b>Miscellaneous Lighting:</b>			
All Uses	\$225	\$235	\$235
<b>Temporary Installations, All Uses:</b>			
Inspections of temporary installations	\$75	\$80	\$80
<b>Solar:</b>			
Single or Two-Family Residential (inc. Townhouses)	\$75	\$0*	\$0*
All Other (Per 1,000 sq. ft. of Wiring and Circuiting)	\$75	\$80	\$80
<b>Electric Vehicle (EV) Charging:</b>			
Single or Two-Family Residential (inc. Townhouses)	\$75	\$75	\$0*
All Other (Per 1,000 sq. ft. of Wiring and Circuiting)	\$75	\$80	\$80

**Electrical Notes:** \*\*Fee waiver includes installation, electrical upgrades, plan review, and any other associated fees.



# Zoning

## Annexations

Zoning Matters - Annexations			
Type	2022 Fee	2023 Fee	2024 Fee
<b>Annexation Without or Without an Annexation Agreement:</b>			
Property less than 10 acres	\$4,100	\$4,305	\$4,305
Property 10 acres, but less than 100 acres	\$5,460	\$5,735	\$5,735
Property 100 acres or more	\$6,720	\$7,060	\$7,060
<b>Annexation Agreement Review Fee:</b>			
Property less than 10 acres	\$1,370	\$1,440	\$1,440
Property ten acres, but less than 100 acres	\$6,720	\$7,060	\$7,060
Property 100 acres or more	\$13,440	\$14,115	\$14,115

Zoning Matters - Preliminary and Final Plat Filing Type			
	2022 Fee	2023 Fee	2024 Fee
<b>Filing:</b>			
Property less than ten acres	\$7,670	\$8,055	\$8,055
Property ten acres, but less than one hundred acres	\$10,500	\$11,025	\$11,025
Property one hundred acres or more	\$10,820	\$11,360	\$11,360
<b>Other:</b>			
Plat Fee	\$680	\$715	\$715
Deposit at time of application	\$280	\$280	\$280
Cost of providing for legal publication pertaining to the application	\$280	\$295	\$295
Impact Assessment	\$3,900	\$4,095	\$4,095

## Building Permits

### Building Permits and/or Inspections

Type	2022 Fee	2023 Fee	2024 Fee
<b>Residential; New Construction:</b>			
Per 100 sq. ft., portion thereof, of overall area of each floor	\$55	\$60	\$60
Garages (attached or detached)(\$35 per 100 sq. ft.)((\$80 min.)	\$30 per 100 sq. ft. (\$75 min.)	\$35/per 100 sq. ft. (\$80 min.)	\$35/per 100 sq. ft. (\$80 min.)
Residential; Additions (\$60 per 100 sq. ft.)((\$105 min.)	(\$55 per 100 sq. ft.) (\$100 min.)	(\$60 per 100 sq. ft.) (\$105 min.)	(\$60 per 100 sq. ft.) (\$105 min.)
Garage additions (\$35 per 100 sq. ft.) (\$80 min.)	\$30 per 100 sq. ft. (\$75 min.)	\$35 per 100 sq. ft. (\$80 min.)	\$35 per 100 sq. ft. (\$80 min.)

### Commercial and Industrial; New Construction and Additions:

Per 100 sq. ft. or portion thereof, of overall area of each floor	\$55	\$60	\$60
<b>Alterations and Repairs; All Uses:</b>			
Per 1,000 dollar valuation or portion thereof	\$55	\$60	\$60

### Demolition:

Interior and buildings up to 500 sq. ft.	\$75	\$80	\$80
Buildings from 500 sq. ft. to 5,000 sq. ft. (\$80 minimum)	\$0.12/sq. ft. (\$75 minimum)	\$0.13/sq. ft. (\$80 minimum)	\$0.13/sq. ft. (\$80 minimum)
Buildings over 5,000 sq. ft.	\$.09/sq. ft.	\$.10/sq. ft.	\$.10/sq. ft.

### Certificate of Occupancy, All Uses:

Residential Business Occupancy (Only those requiring city inspection)	\$65	\$70	\$70
Certificate of Occupancy (CO) per tenant space	\$210	\$220	\$220
Partial or Temporary Certificate of Occupancy (TCO) per tenant space	\$210	\$220	\$220
Updated CO bc/new business name and/or ownership change only (no change of use or to occupancy classification, no inspections)	--	--	\$60
Change of Use or Re-occupancy	\$210	\$220	\$220

### Building Permits and/or Inspections

Type	2022 Fee	2023 Fee	2024 Fee
<b>Accessory Structure (Other than Private Garages):</b>			
Up to 150 sq. ft.	\$75	\$80	\$80
Over 150 sq. ft. (\$35 per 100 sq. ft.). (\$80 min.)	\$30 per 100 sq. ft. (\$75 min.)	\$35 per 100 sq. ft. (\$80 min.)	\$35 per 100 sq. ft. (\$80 min.)
<b>Parking Lots (Existing), Driveways, All Uses:</b>			
New	\$210	\$220	\$220
Re-stripping and/or repair	\$95	\$100	\$100
Driveways-replacement	\$75	\$80	\$80

**Open Decks:**

Decks Open to the Sky (Less than 48")	\$75	\$80	\$80
Patios	\$75	\$80	\$80
Outdoor Fireplaces (Cooking Purposes Only)	\$75	\$80	\$80
Private Sidewalks/Private Service Walks	\$45	\$50	\$50
Fences	\$75	\$80	\$80

**Dumpster Enclosures:**

Refuse Collection Area	\$75	\$80	\$80
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**Elevators, Escalators, Dumbwaiters and Dock Lifts:**

Per Unit	\$560	\$590	\$590
Per each annual, semiannual or re-inspection	\$75	\$80	\$80

**Fuel and Storage Tanks:**

Installation, alteration or repair (per tank)	\$290	\$305	\$305
Removal, per tank	\$290	\$305	\$305
Replacing pumps	\$290	\$305	\$305

**Moving Buildings:**

Residential or Commercial	\$420	\$440	\$440
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**Exterior Repairs:**

Residing	\$75	\$80	\$80
Roof and Repairs	\$75	\$80	\$80

Signs	2022 Fee	2023 Fee	2024 Fee
Reface on existing sign fee	\$105	\$115	\$115
Temporary sign fee, 15 days	\$0	\$0	\$0
Menu board sign	\$150	\$160	\$160
New Non-Illuminated	\$105	\$115	\$115
New Non-Illuminated (2 or More)	\$210	\$220	\$220
Illuminated	\$170	\$180	\$180
Illuminated (2 or More)	\$340	\$360	\$360

**Swimming Pools (Fee Includes Electrical Permit):**

Aboveground (private)	\$105	\$110	\$110
In ground (private and semiprivate)	\$210	\$220	\$220

**Windows:**

Windows Replacements:	\$75	\$80	\$80
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**Heating and Air Conditioning Uses**

2022 Fee      2023 Fee      2024 Fee

**Warm Air Furnace and Boiler:**

Replacement or conversion	\$75	\$80	\$80
New installation	\$150	\$160	\$160
Each additional unit	\$75	\$80	\$80

**Central Air Conditioning:**

Per unit (New Only)	\$75	\$80	\$80
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**Duct Work Only; Changes or Addition:**

Residential per dwelling unit	\$105	\$110	\$110
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Commercial and industrial-per 1,000 sq. ft	\$75	\$80	\$80
<b>Fireplaces:</b>			
Indoor Fireplaces	\$75	\$80	\$80

## Plumbing

### Plumbing Inspections

<b>Plumbing</b>			
Type	2022 Fee	2023 Fee	2024 Fee
<b>New Construction; Residential:</b>			
Single-family including sewer and water	\$350	\$370	\$370
Two Family and multiple-residential (per unit) including sewer and water	\$350	\$370	\$370
<b>New Construction; Commercial and Industrial:</b>			
1-5 fixtures and gas opening	\$150	\$160	\$160
Each additional fixture or gas opening in excess of 5	\$65	\$70	\$70
<b>Fixture Addition, or Replacement or Relocation:</b>			
All Uses- per fixture, unit or opening	\$75	\$80	\$80
Water Heaters	\$75	\$80	\$80
<b>Piping Alterations Only:</b>			
All Uses	\$75	\$80	\$80
<b>Sewer and/or Waster Service Connection, Repair or Replacement:</b>			
All Uses	\$75	\$80	\$80
<b>Private Water Supply System:</b>			
All Uses	\$75	\$80	\$80
<b>Lawn Sprinkler System:</b>			
All Uses	\$75	\$80	\$80
<b>Sprinkler or Fire Protection System, All Uses:</b>			
1-20 heads	\$220	\$230	\$230
21-50 heads	\$330	\$350	\$350
51-100 heads	\$440	\$460	\$460
101-300 heads	\$660	\$695	\$695
Over 300 heads	\$110/hr	\$115/hr	\$115/hr

## Licenses and Registrations, Contractors and Others

<b>Licenses and Registrations, Contractors &amp; Others</b>			
<b>Type</b>	<b>2022 Fee</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
<b>Contractor's Registration:</b>			
Annual registration fee	\$0	\$0	\$0
<b>Plumbing Contractor's Registration:</b>			
Annual registration fee	\$25	\$25	\$25
<b>Warm Air Heating Contractor's (HVAC) Examination and Registration:</b>			
Examination fee	\$100	\$100	\$0*
Annual registration fee	\$25	\$25	\$25
<b>Electrical Contractor's Examination and Registration:</b>			
Examination fee (includes initial registration)	\$100	\$100	\$100
Annual registration fee	\$25	\$25	\$25
<b>Stationary Engineer</b>			
Stationary Engineer First License/Test (Resident)	\$5	\$5	\$5
Stationary Engineer License Renewal (Resident)	\$5	\$5	\$5
Stationary Engineer First License/Test (Nonresident)	\$25	\$25	\$25
Stationary Engineer License Renewal (Nonresident)	\$15	\$15	\$15
Fireman First License/Test (Resident)	\$5	\$5	\$5
Fireman License Renewal (Resident)	\$5	\$5	\$5
Fireman First License/Test (Nonresident)	\$25	\$25	\$25
Fireman License Renewal (Nonresident)	\$15	\$15	\$15
<b>Roominghouse License (EMC 16.44.030)</b>			
License	\$3 for 4-10 roomers; plus \$2/roomer up to 25 roomers; and plus \$1/roomer in excess of 25.	\$3 for 4-10 roomers; plus \$2/roomer up to 25 roomers; and plus \$1/roomer in excess of 25.	\$3 for 4-10 roomers; plus \$2/roomer up to 25 roomers; and plus \$1/roomer in excess of 25.

### Licenses and Registrations Notes:

\*Written examination requirement may be satisfied by passing the Master Mechanical G29 Exam administered by the International Code Council (ICC).

## Community Development Administration

### Administration

Type	2022 Fee	2023 Fee	2024 Fee
<b>Credit Card Processing Fee:</b>			
Total Building Application (All Permits) Fee < \$10,000	N/A	+ 0%	+ 0%
Total Building Application (All Permits) Fee ≥ \$10,000	N/A	+ 2.95%	+ 2.95%
Zoning Matters Fee < \$10,000	N/A	+ 0%	+ 0%
Zoning Matters Fee ≥ \$10,000	N/A	+ 2.95%	+ 2.95%
Permit Extension (Each Permit):	\$55	\$60	\$60
<b>Re-inspection Fees (Each):</b>			
First inspection	\$175	\$185	\$185
Second Inspection	\$450	\$475	\$475
Third Inspection	\$700	\$735	\$735
<b>Penalties:</b>			
Work started without a permit	Equals fee of req. permit (Up to \$650)	Equals fee of req. permit (Up to \$685)	Equals fee of req. permit (Up to \$685)
<b>Plan Check:</b>			
	27% of building permit fee (\$80 minimum)	30% of building permit fee (\$85 minimum)	30% of building permit fee (\$85 minimum)
<b>Refund:</b>			
Applicant request – Administrative fee retained	\$45	\$50	\$50

### Historic Preservation

Type	2022 Fee	2023 Fee	2024 Fee
Certificate of Appropriateness:			
Application fee	\$0	\$0	\$0
Certificate of Economic Hardship:			
Application fee	\$0	\$0	\$0
<b>Nominations:</b>			
Individual Landmarks	\$525*	\$550*	\$550*
Historic District	\$560*	\$590*	\$590*
Thematic Historic District (Initial Establishment)	\$560*	\$590*	\$590*
Subsequent nominations for property into existing thematic historic district	\$50*	\$50*	\$50*
Building Plaque	\$65	\$70	\$70
Style Plaque (optional add-on to building plaque)	--	--	\$35
<b>Temporary Accessory Structure:</b>			
Application fee	\$50	\$50	\$50
<b>Appeal:</b>			
Application fee	\$290	\$305	\$305
<b>Public Hearing Transcript Deposit:</b>			
Deposit	\$200	\$200	\$200

Historic Preservation Notes: \*Nomination requests submitted by the heritage commission, or the City Council shall be exempt from payment of any fees.

## Engineering

Street Openings and Street Work Permits			
Type	2022 Fee	2023 Fee	2024 Fee
Public Sidewalks; Residential:			
Replacement	\$80	\$85	\$85
Plus inspection and measurement for each 500 sq. ft.	\$4	\$4.50	\$4.50
New Construction	\$80	\$85	\$85
Plus inspection and measurement for each 500 sq. ft.	\$10	\$12.50	\$12.50
Public Sidewalks; Commercial or Industrial:			
Replacement	\$80	\$85	\$85
Plus inspection and measurement for each 500 sq. ft.	\$20	\$22.50	\$22.50
New Construction	\$80	\$85	\$85
Plus inspection and measurement for each 500 sq. ft.	\$10	\$12.50	\$12.50
Street and Sidewalk Vault Space	\$25	\$25	\$25
Driveway Approaches:			
Basic Fee	\$80	\$85	\$85
Curb and Gutter:			
Replacement	\$80	\$85	\$85
Plus inspection and measurement for each 100 lin. Ft.	\$20	\$22.50	\$22.50
New Construction	\$80	\$85	\$85
Plus inspection and measurement for each 200 lin. Ft.	\$10	\$12.50	\$12.50
Integral Curb, gutter and Sidewalk:			
Replacement	\$80	\$85	\$85
Plus inspection and measurement for each 100 lin. Ft.	\$20	\$22.50	\$22.50
New construction	\$80	\$85	\$85
Plus inspection and measurement for each 100 lin. Ft.	\$10	\$12.50	\$12.50
Parking Lots:			
Basic Fee	\$80	\$85	\$85
Plus inspection for each 15 spaces	\$25	\$27.50	\$27.50
Retaining Walls (Over 2 Feet Above Lowest grade):			
Basic Fee	\$80	\$85	\$85
Plus inspection for each 100 lin. Ft.	\$10	\$12.50	\$12.50
Street Cuts:			
Basic Fee	\$80	\$85	\$85
Plus inspection	\$10	\$12.50	\$12.50
Storm/Sanitary Sewer Construction:			
Basic Fee	\$80	\$85	\$85
Plus inspection for each 100 lin. Ft.	\$10	\$12.50	\$12.50
Plus each manhole, catch basin, intel, headwall	\$10	\$12.50	\$12.50
Water Main Construction:			
Basic Fee	\$80	\$85	\$85

Plus inspection for each 100 lin. Ft.	\$10	\$12.50	\$12.50
Plus each valve and hydrant	\$10	\$12.50	\$12.50
Bond or Liability Insurance:			
Contractor	Min.	Min.	Min.
Homeowner	Min.	Min.	Min.
Small Wireless Facilities:			
Application Fee - single unit on existing pole	\$650	\$650	\$650
Application Fee - multiple units on existing poles, per Unit	\$350	\$350	\$350
Application Fee - 1 or more units on new pole(s), per Unit	\$1,000	\$1,000	\$1,000
Annual Occuring Rate, each; or actual, direct and reasonable costs	\$200	\$200	\$200
Personal Wireless Telecommunications Services and Facilities:			
Screening/Landscaping required; or fee in lieu of operator installation of screening	\$1,500	\$1,500	\$1,500
Stormwater Management:			
Reviews and Inspections, per hour	\$45	\$45	\$45
Permits:			
Sediment and soil erosion control			
Fee: Single-family dwelling or development, 5 acres or less	\$250	\$250	\$250
Fee: Development greater than 5 acres, actual cost; Plus cash deposit of 2% of Engineers Estimate of Cost as escrow for review fees	\$1,000 Min.	\$1,000 Min.	\$1,000 Min.
Floodplain			
Single-family dwelling or development, 5 acres or less	\$250	\$250	\$250
Development greater than 5 acres, actual cost; plus cash deposit of 2% of Engineers Estimate of Cost as escrow for review fees	\$1,000 Min.	\$1,000 Min.	\$1,000 Min.
Stormwater Control			
Development of 3 acres or less, actual cost; Plus cash deposit of 2% of Engineers Estimate of Cost as escrow for review fees	\$500 Min.	\$500 Min.	\$500 Min.
Fee: Development greater than 3 acres, actual cost; Plus cash deposit of 2% of Engineers Estimate of Cost as escrow for review fees	\$1,000 Min.	\$1,000 Min.	\$1,000 Min.
Fee In Lieu of Site Runoff Storage			
Any development, each acre foot of storage or part thereof not provided	\$25,000 per acre-foot	\$25,000 per acre-foot	\$25,000 per acre-foot
Commercial redevelopment or industrial redevelopment, each acre-foot of storage or part thereof not provided	\$7,500 per acre-foot	\$7,500 per acre-foot	\$7,500 per acre-foot
Application for variance	\$200	\$200	\$200



# Public Health

## Food Handling Permits

Permitting Type	2022 Fee	2023 Fee	2024 Fee
<b>Initial Food Handling Permit</b>			
Category I	\$965	\$1,055	\$1,055
Category II	\$755	\$825	\$825
Category III	\$650	\$705	\$705
Category IV	\$570	\$620	\$620

- Applications submitted after July 1, pay 50% of the appropriate fee.
- Applications submitted after October 1, pay 25% of the appropriate fee.
- Charitable not-for-profit organizations, such as homeless shelters, soup kettles, food banks, or other like establishments that provide food at no direct or indirect cost to the recipient of the food, can petition for waiver of fee; and
- Establishments serving milk only and/or coffee only or fewer than 3 coolers of one other single food item that is prepackaged such as ice cream or cheese can petition for 50% fee waiver.

### Renewal of Food Handling Permit

Category I	\$965	\$1,055	\$1,055
Category II	\$755	\$825	\$825
Category III	\$650	\$705	\$705
Category IV	\$570	\$620	\$620

- After December 31, appropriate fee plus 25% late fee.
- After January 31, appropriate fee plus 50% late fee.
- Charitable not-for-profit organizations, such as homeless shelters, soup kettles, food banks, or other establishments that provide food at no direct or indirect cost to the recipient of the food, can petition for waiver of fee; and
- Establishments serving milk only and/or coffee only or fewer than 3 coolers of one other single food item that is prepackaged, such as ice cream or cheese can petition for 50% fee waiver.

## Food Handling Plan Review

Shared Kitchen Type	2022 Fee	2023 Fee	2024 Fee
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### Shared Kitchen

Shared Kitchen Owner	N/A	\$585	\$585
Shared Kitchen Use Category I	N/A	\$260	\$260
Shared Kitchen Use Category II	N/A	\$85	\$85
Shared Kitchen Use Category III	N/A	\$55	\$55

## Mobile Vendors

Mobile Vendors Type	2022 Fee	2023 Fee	2024 Fee
<b>Initial Food Handling Permit</b>			
Category III	\$475	\$515	\$515
Category IV	\$425	\$465	\$465
<b>Renewal of Food Handling Permit</b>			
Category III	\$475	\$515	\$515
Category IV	\$425	\$465	\$465

- After December 31, appropriate fee plus 25% late fee.
- After January 31, appropriate fee plus 50% late fee.
- Exceptions: \*\*Charitable not-for-profit organizations can petition for waiver of fee\*\*

## Seasonal Temporary Food Vendors

Seasonal Temporary			
Type	2022 Fee	2023 Fee	2024 Fee
<b>Initial Food Handling Permit</b>			
Category III	\$410	\$450	\$450
Category IV	\$270	\$295	\$295
<b>Renewal of Food Handling Permit</b>			
Category III	\$410	\$450	\$450
Category IV	\$270	\$295	\$295
<b>Farmers Market</b>			
Farmers Market Only Eggs	N/A	\$75	\$75
Farmers Market Category IV	N/A	\$175	\$175

- Exceptions: \*\*Charitable not-for-profit organizations can petition for waiver of fee\*\*

## Temporary Events

Temporary Events			
Type	2022 Fee	2023 Fee	2024 Fee
Each establishment per event, per booth	\$145 Food Prep \$145 Prepackage	\$155 Food Prep \$155 Prepackage	\$155 Food Prep \$155 Prepackage

- Exceptions: \*\*Charitable not-for-profit organizations can petition for waiver of fee\*\*
- Late fee if application is received less than 7 days but more than 24 hours before event/celebration: \$25 (in addition to base fee)
- Late fee if application is received less than 24 hours before or collected at the event/celebration: \$140 (in addition to base fee)

## Other Fees Collected

Other Fees Collected			
Type	2022 Fee	2023 Fee	2024 Fee
Public Swimming Pools	\$0	\$0	\$0
Massage Establishments	\$75	\$75	\$75
Food and Cupped Beverage Vending	\$30	\$30	\$30
Scavenger Trucks (Per Truck) ***First Truck is \$30***	\$15	\$15	\$15

## Neighborhood Services

### Rental Licensing Fees

Number of dwelling units	Number of units to be inspected	2023	2024
1-5	1	\$149	\$149
6-10	2	\$224	\$224
11-15	3	\$300	\$300
16-20	4	\$373	\$373
21-25	5	\$448	\$448
26-30	6	\$524	\$524
31-35	7	\$597	\$597
36-40	8	\$670	\$670
41-45	9	\$746	\$746
46-50	10	\$821	\$821
51-55	11	\$897	\$897
56-60	12	\$970	\$970
61-65	13	\$1,045	\$1,045
66-70	14	\$1,121	\$1,121
71-75	15	\$1,194	\$1,194
76-80	16	\$1,270	\$1,270
81-85	17	\$1,345	\$1,345
86-90	18	\$1,418	\$1,418
91-95	19	\$1,494	\$1,494
96-100	20	\$1,567	\$1,567
Every 5 units above 100		Additional \$75.00	Additional \$77.00

Notes: Building with more than 60 dwelling units shall have the number of dwelling units to be inspected calculated at 20% of the total number of dwelling units.

\*\*\*\*\*ALL DWELLING UNITS TO BE INSPECTED WILL BE SELECTED BY THE CODE OFFICIAL\*\*\*\*\*

### Vacant Residential Building Registration

Type	2022 Fee	2023 Fee	2024 Fee
Annual Registration Fee for Each Building	\$200	\$210	\$210
Initial Inspection Fee Per Building	\$500	\$525	\$525
Appeal	\$100	\$100	\$105

#### Additional Information

Annual registration fee required at the time of registration for each vacant residential building. Proof of liability of insurance shall be submitted and maintained in the amount of \$500,000 for as long as the building remains vacant (EMC 16.42).

### Massage Establishment and Massage Service

Type	2022 Fee	2023 Fee	2024 Fee
Application Fee Maintain and Operate or Conduct a Massage Establishment	\$75	\$75	\$75
Application Fee For a Masseur or Masseuse Permit	\$25	\$25	\$25
Annual Renewal For a Masseur or Masseuse Permit	\$10	\$10	\$10

\*Filing of application and fee provisions (EMC 6.31.030) for a permit to maintain and operate or conduct a massage establishment.

\*Application and fee provisions (EMC 6.31.070) for a permit to provide masseuse or masseuse services.

#### Certified Massage Therapist Permit Fee in Residential Districts

Type	2022 Fee	2023 Fee	2024 Fee
Application Fee Maintain and Operate a Residential Therapeutic Massage Establishment	\$75	\$75	\$75
Application Fee for Certified Therapist	\$25	\$25	\$25
Annual Renewal For Certified Therapist	\$10	\$10	\$10

\*Filing of application and fee provisions (EMC 6.31.030) for a permit to maintain and operate a residential therapeutic massage establishment.

\*Application and fee provisions (EMC 6.31.070) for a permit for therapeutic massage.

#### Scavengers

Type	2022 Fee	2023 Fee	2024 Fee
Hauler Using One Vehicle	\$30	\$30	\$30
Each Additional Vehicle	\$15	\$15	\$15

\*The annual license fee for a scavenger is determined by the number of vehicles used by the applicant for the collection of garbage, trash, ashes, or animal, human or vegetable refuse or offal originating in the city. (EMC 6.54.030)

#### Plants and Weeds Lien Release

Type	2022 Fee	2023 Fee	2024 Fee
Release of Lien	\$10	\$10	\$10

\*Fee for release of lien filed for weed cutting. (EMC 9.16)

#### Garbage and Refuse Lien Release

Type	2022 Fee	2023 Fee	2024 Fee
Release of Lien	\$25	\$25	\$25

\*Fee for release of lien filed for garbage and refuse. (EMC 9.24.060)

#### Storage and Disposal of Junk and Waste Matter Lien Release

Type	2022 Fee	2023 Fee	2024 Fee
Release of Lien	\$25	\$25	\$25

\*Fee for release of lien filed for garbage and refuse. (EMC 9.36.050)

#### Tree Maintenance Release of Lien

Type	2022 Fee	2023 Fee	2024 Fee
Release of Lien	\$25	\$25	\$25

\*Fee for release of lien filed for tree maintenance. (EMC 16.12.020)

#### Other Fees

Type	2022 Fee	2023 Fee	2024 Fee
Landlord Training Class	\$22	\$22	\$22
Reinspection Following a Prior Reinspection	\$100	\$100	\$100
Late Payment (30-60 days overdue)	25% of the imposed fee	25% of the imposed fee	25% of the imposed fee

Late Payment (more than 60 days)	50% of the imposed fee	50% of the imposed fee	50% of the imposed fee
Missed Inspection/More Than One Reschedule	\$50	\$50	\$50
Suspended License	\$100	\$100	\$100
Revoked License	\$500 (plus a new license fee)	\$500 (plus a new license fee)	\$500 (plus a new license fee)

Notes: \*Missed inspection or more than one rescheduling of an inspection appointment (Inspections must be rescheduled not less than twelve (12) hours of the inspection date and time by speaking to Neighborhood Services staff in person or by telephone to avoid a missed inspection/rescheduling fee)

## Miscellaneous Licenses

License Type	2022 Fee	2023 Fee	2024 Fee
Auctioneers Annual Fee	\$100	\$100	\$100
Dangerous/Vicious Dog 3 year term	\$50	\$50	\$50
Day & Temporary Labor Agencies Annual Fee	\$50	\$50	\$50
Miniature Golf Course Annual Fee	\$50	\$50	\$50
Mobile Homes and Mobile Home Parks Annual Fee *	*	*	*
*\$100 for properties accommodating 10 mobile homes or less and an additional fee of \$10 for each additional mobile home in excess of 10			
Outdoor Advertiser Annual Fee	\$50	\$50	\$50
Pawnbroker Annual Fee	\$200	\$200	\$200
Peddlers & Solicitors	\$30	\$30	\$30
Back ground check	\$16	\$16	\$16
Replacement Identification Badge	\$10	\$10	\$10
Mobile Vendor Food Handling Permit for Ice Cream Truck	\$150	\$150	\$150
Mobile Vendor Food Handling Permit for Ice Cream Cart	\$75	\$75	\$75
Public Parking Garage Annual Fee	\$100	\$100	\$100
Public Parking Lot Annual Fee*	*	*	*
* \$0.60 for each 200sf or fraction thereof, provided that no license shall be less than \$10			
Recyclable Metal Dealers Annual Fee	\$200	\$200	\$200
Resale Dealers Annual Fee	\$200	\$200	\$200
Taxi Cab Annual Fee for each taxi cab	\$50	\$50	\$50
Replacement taxi cab sticker for substitution of vehicle	\$10	\$10	\$10
Taxi Cab Annual Fee for each driver	\$30	\$30	\$30
Tobacco Dealer Annual Fee	\$100	\$100	\$100
Transient Merchants & Itinerant Vendors Application Fee	\$100	\$100	\$100
Transportation Network Company Services (TNC) Annual Fee	\$500	\$500	\$500

## Police Department

The fees for the hourly rate of hire for police officers are based on a review of all collective bargaining agreements.

Sworn Officers		
Type	2023 Fee	2024 Fee
Units of Local Government and School Districts	\$71	\$71
All Others	\$73	\$73
Community Service Officer	\$48	\$48
Auxiliary Officer	\$24	\$30
Use of Squad Car	\$24	\$24
Fingerprinting Service Fee	\$10	\$10
Registration Fee for Operation of Non-highway Vehicles on City Streets	\$100 (initial) \$50 (renewal)	\$100 (initial) \$50 (renewal)
Permit Fees for Overweight and Oversized Vehicles	\$75 (single trip) \$150 (round trip) \$300 (quarterly) \$900 (annual)	\$75 (single trip) \$150 (round trip) \$300 (quarterly) \$900 (annual)

### Additional Information

#### *Fees Relating to Immobilization, Towing, Impoundment (EMC 11.62.130)*

Fee for immobilization shall be \$60, the fee for towing subsequent to immobilization shall be \$105, or \$135 if the vehicle has a gross weight of 8,000 pounds or more. The storage fee shall be \$10 per day for the first 10 days, and \$20 per day thereafter or \$25 per day if the vehicle has a gross weight of 8,000 pounds or more, provided that no fees shall be assessed for any immobilization or tow which has been determined to be erroneous.

## Quality of Life

Quality of Life reflects those fees which are associated with a broad array of public services that generally add to the quality of life in a community, such as parks and recreation programming. These services in Elgin are associated with the Recreation and Golf Funds. Ideally, the fees for these services are designed to cover the costs. However, at times, a subsidy is provided to make them more equitable for the entire community.

Communities have traditionally been charged user fees for some parks and recreation services and activities, but the level of cost recovery varies significantly. Cost recovery rates for those services or activities in which users have the ability to pay are often at or even above 100 percent. Cost recovery rates for those activities which have a social service component or whose users have limited ability to pay are often low and the majority of funding for these services are subsidized by general tax revenues. Given that user fees have been traditionally charged for these types of services and activities, there is already a public expectation that a percentage of costs are recovered through user fees. This also gives the parks and recreation department a higher degree of control over their fiscal condition than administrative or central support departments.

## Parks and Recreation

### Lords Park and Wing Park Aquatic Centers

#### Lords Park and Wing Park Family Aquatic Centers - Daily Admission

Type	2023 Fee Resident	2023 Fee Non-resident	2024 Fee Resident	2024 Fee Non-resident
Youth	\$8	\$10	\$10	\$12
Adult	\$8	\$10	\$10	\$12
Senior	\$7	\$9	\$8	\$10
Lap Swim	\$5	\$6	\$5	\$6
Groups:				
Youth/ Senior	\$6	\$8	\$7	\$9
Adult	\$6	\$8	\$7	\$9

#### Lords Park Family Aquatic Center - Daily Admissions

Type	2023 Fee Resident	2023 Fee Non-resident	2024 Fee Resident	2024 Fee Non-resident
Youth	\$8	\$10	\$10	\$12
Adult	\$8	\$10	\$10	\$12
Senior	\$7	\$9	\$8	\$10
Groups:				
Youth/ Senior	\$6	\$8	\$7	\$9
Adult	\$6	\$8	\$7	\$9

#### Lords Park and Wing Park Family Aquatic Centers - Membership Fees

Type	2023 Fee Resident	2023 Fee Non-resident	2024 Fee Resident	2024 Fee Non-resident
Individual Membership:				
Youth	\$115	\$145	\$125	\$155
Adult	\$115	\$145	\$125	\$155
Senior	\$100	\$130	\$110	\$140
Family Membership:				
2 Members	\$180	\$230	\$190	\$240
3 Members	\$220	\$280	\$230	\$290
4 Members	\$250	\$320	\$260	\$330
Each additional member	\$25	\$35	\$25	\$35



## Facility Rentals

### Park Shelter, Walton Island, and Band Shell

#### Park Shelters' Rentals

Type	2023 Resident/ Additional Hour	2023 Non-Resident/ Additional Hour	2023 School/ Additional Hour	2024 Resident/ Additional Hour	2024 Non- Resident/ Additional Hour	2024 School/ Additional Hour
6-hr Rental	\$140/\$20	\$150/\$20	\$135/\$10	\$150/20	\$160/20	\$140/10

#### Walton Island Shelter Rental

Type	2023 Resident/ Additional Hour	2023 Non-Resident/ Additional Hour	2023 School/ Additional Hour	2024 Resident/ Additional Hour	2024 Non- Resident/ Additional Hour	2024 School/ Additional Hour
6-hr Rental	\$250/NA	\$250/NA	NA	\$250/NA	\$250/NA	NA

#### Wing Park Bandshell Rental\*

Type	2023 Fee	2024 Fee
Rental Fee	\$180/up to 6 hr.	\$200/up to 6 hr.
Lights	\$50/each additional hour	\$50/each additional hour

- Maintenance Charge: Current hourly and OT rates apply.
- Special Event Application must be submitted at Bandshell booking.

### Festival Park Rentals

#### Festival Park Rental

Type	2022 Fee	2023 Fee	2024 Fee
Rental Fee	\$250 per event	\$300 per event	\$300 per event

Security Deposit	\$500 per event	\$500 per event	\$500 per event
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Maintenance Charge	Current hourly rates and OT rates apply	Current hourly rates and OT rates apply	Current hourly rates and OT rates apply
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Old Library Park	2022 Fee	2023 Fee	2024 Fee
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Rental Fee	\$50 per event	\$50 per event	\$50 per event
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<b>Riverside Drive Promenade</b>	<b>2022 Fee</b>	<b>2023 Fee</b>	<b>2024 Fee</b>
Rental Fee	\$100 per event	\$100 per event	\$100 per event
Maintenance Charge	Current hourly rates and OT rates apply	Current hourly rates and OT rates apply	Current hourly rates and OT rates apply

## Facility Rentals (cont.)

### Lords Park Pavillion

Lords Park Pavillion Rental (minimum four hour rental)				
Type	2023 Resident	2023 Non- Resident	2024 Resident	2024 Non Resident
1 - 100 people	\$160/hr	\$185/hr	\$160/hr	\$190/hr
101-200 people	\$210/hr	\$250/hr	\$210/hr	\$260/hr
201-300 people	\$260/hr	\$280/hr	\$260/hr	\$295/hr

Lord's Park Pavilion Rental – Equipment Charges/Other			
Type	2022 Fee	2023 Fee	2024 Fee
Service Fee to change reservation date:	\$125	\$125	\$125
Service Fee to contract with Outside Rental Company	\$125	\$125	\$150
Maintenance Service Fee	20% of total rental fees	20% of total rental fees	20% of total rental fees

### Hawthorne Hill Nature Center

Hawthorne Hill Nature Center		
Type	2023 Fee	2024 Fee
Building Rental (hourly rate)		
Resident	\$70	\$75

Non-resident	\$80	\$85
501(c)(3)	\$65	\$70
Campfire	\$30	\$35

## Facility Rentals (cont.)

### Sports Complex Softball Field Rental

Priority Classification descriptions are on the following page.

#### Softball Field Rental Priority Classifications

Type	2023 Fee	2024 Fee
Priority Classification "A":		
Nonprofit/501(c)(3) (Class A):		

Baseball Fields/Softball Fields Game \$35/hr per field (plus field prep) \$40/hr per field (plus field prep)

Baseball Fields/Softball Fields Practice (min 2hr)	\$25/hr per field	\$30/hr per field
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Sports Complex Soccer Fields Game \$50/hr per field \$55/hr per field

Sports Complex Soccer Fields Game Half-Size	\$25/hr per field	\$30/hr per field
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Sports Complex Soccer Field Practice (min 2hr) \$40/hr per field (includes SOC #21) \$45/hr per field (includes SOC #21)

Tournaments-Baseball Fields/Softball Fields \$135 per day/per field (plus field prep) \$140 per day/per field (plus field prep)

Tournaments- Sports Complex Soccer Field \$35/hr per field (includes SOC#21) \$40/hr per field (includes SOC#21)

Set-up Fee for Non-Existing Field \$225 per field \$225 per field

#### Resident (Class B):

Baseball Fields/Softball Fields Game \$40/hr. per field (plus field prep) \$45/hr. per field (plus field prep)

Baseball Fields/Softball Fields Practice (min 2hr) \$35/hr per field \$40/hr per field

Sports Complex Soccer Fields Game Full-size \$70/hr per field \$75/hr per field

Sports Complex Soccer Fields Game Half-Size \$35/hr per field \$40/hr per field

Sports Complex Soccer Field Practice (min 2hr) \$50/hr per field (includes SOC #21) \$55/hr per field (includes SOC #21)

Tournaments-Baseball Fields/Softball Fields \$165 per day per field (plus field prep) \$170 per day per field (plus field prep)

Tournaments- Sports Complex Soccer Field \$55/hr per field \$60/hr per field (includes SOC #21)

Set-up Fee for Non-Existing Field \$225 per field \$225 per field

#### Non-Resident (Class C):

Baseball Fields/Softball Fields \$45/hr per field (plus field prep) \$50/hr per field (plus field prep)

Baseball Fields/Softball Fields Practice \$45/hr per field \$50/hr per field (plus field prep)

Sports Complex Soccer Fields Game Full-size \$90/hr per field \$95/hr per field

Sports Complex Soccer Fields Game Half-size \$45/hr per field \$50/hr per field

Sports Complex Soccer Fields - Adult N/A N/A

Sports Complex Soccer Field Practice \$60/hr per field (includes SOC #21) \$65/hr per field (includes SOC #21)

Tournaments-Baseball Fields/Softball Fields \$195 per day per feild (plus field prep) \$200 per day per feild (plus field prep)

Tournaments- Sports Complex Soccer Field	\$75/hr per field	\$80/hr per field
Set-up Fee for Non-Existing Field	\$225 per field	\$225 per field

## Facility Rentals (cont.)

**Priority Classification “A”** pertains to Elgin Little League, Elgin Teener League, Elgin Youth Football, and Elgin Heat. Groups in this classification must provide proof of 501(c)3 status, the prior year’s actual annual budget, and list of Board of Directors. All groups in this classification must be Elgin based.

**Priority Classification “B”** pertains to all Elgin citizens, organizations, businesses, and Elgin private and public schools and pertains to organizations with one or more athletic teams that participate in leagues that are located either inside or outside of Elgin, that play their home games on Elgin fields. Included are American Legion of Elgin, Elgin Masters Softball League, and Elgin 12” Fast Pitch League.

**Priority Classification “C”** (nonresident) pertains to any organizations, private businesses, leagues or teams from outside of Elgin city limits wishing to use Elgin fields for practice and league games. Included are Illinois Suburban Baseball League, Illinois Suburban Soccer League, and Men’s Adult Baseball League.

Note: Wing Park hourly field charges apply to Priority Classifications “B” and “C” only. Softball tournament rate is based on 10 hours. Additional hours billed at hourly rate per field.

These rates may be adjusted for purposes of conducting tournaments or special events, upon approval from the city manager or his or her designee

## Facility Rentals (cont.)

### Softball Field Preparation Fees

Field Preparations						
Type	2023 Fee Class A	2023 Fee Class B	2023 Fee Class C	2024 Fee Class A	2024 Fee Class B	2024 Fee Class C
Softball Field Preparation-(Bases/ Lines/ Drag) BLD	\$80 per field	\$80 per field	\$100 per field	\$90 per field	\$90 per field	\$110 per field
Lights- Parks, Soccer or Softball (include operator)	\$45 per hour per field	\$55 per hour per field	\$65 per hour per field	\$50 per hour per field	\$60 per hour per field	\$70 per hour per field
In-between game field maintenance (includes push-in/re-lines)	\$45 per occurrence	\$45 per occurrence	\$45 per occurrence	\$50 per occurrence	\$50 per occurrence	\$50 per occurrence
TURFACE (cost for use above five bags per field per day)	Market Cost per Bag (\$12.00 in 2022)	Market Cost per Bag (\$12.00 in 2022)	Market Cost per Bag (\$12.00 in 2022)	Market Cost per Bag (\$12.00 in 2022)	Market Cost per Bag (\$12.00 in 2022)	Market Cost per Bag (\$12.00 in 2022)

### Other Sport Facility Rentals

Sports Facilities – Other Rentals				
Type	2023 Fee Resident	2023 Fee Non-resident	2024 Fee Resident	2024 Fee Non-resident
<b>Softball League Registration Fee:</b>				
Summer	Men's \$750	Men's \$810	Men's \$750	Men's \$810
	CoRec \$750	CoRec \$810	CoRec \$750	CoRec \$810
	Women's \$750	Women's \$810	Women's \$750	Women's \$810
Fall	Men's \$550 CoRec \$550	Men's \$610 CoRec \$610	Men's \$550 CoRec \$550	Men's \$610 CoRec \$610

#### Tennis Court Fee:

Group Court Fee per Hour	\$15	\$20	\$15	\$20
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#### Sand Volleyball Courts:

Court Fee Per Hour	\$30	\$35	\$30	\$35
Lighted courts per hour (includes operator)	\$40	\$50	N/A	N/A

## The Edward Shock Centre of Elgin

Centre – Membership Fees				
Type	2023 Fee Resident	2023 Fee Non-Resident	2024 Fee Resident	2024 Fee Non-Resident
<b>Individual:</b>				
Platinum	\$600	\$712	\$600	\$712
Gold	\$455	\$545	N/A	N/A
Silver	\$345	\$415	\$345	\$415
Bronze	\$230	\$275	\$230	\$275
<b>Couple:</b>				
Platinum	\$930	\$1,112	N/A	N/A
Gold	\$725	\$870	N/A	N/A
Silver	\$550	\$660	N/A	N/A
Bronze	\$415	\$500	N/A	N/A
<b>Youth/Senior:</b>				
Platinum	\$475	\$572	\$480	\$570
Gold	\$365	\$440	N/A	N/A
Silver	\$280	\$335	\$276	\$332
Bronze	\$185	\$220	\$184	\$220
Junior Membership	\$215	\$260	\$215	\$260
<b>Additional Members up to age 25</b>				
Platinum	N/A	N/A	\$330	\$375
Silver	N/A	N/A	\$200	\$230
Bronze	N/A	N/A	\$185	\$205
<b>Additional 3-4 Member up to age 18:</b>				
Platinum	\$140 ea.	\$172 ea.	N/A	N/A
Gold	\$135 ea.	\$160 ea.	N/A	N/A
Silver	\$120 ea.	\$145 ea.	N/A	N/A
Bronze	\$55 ea.	\$65 ea.	N/A	N/A
<b>Additional 5+ Member up to age 18:</b>				
Platinum	\$65 ea.	\$75 ea.	N/A	N/A
Gold	\$55 ea.	\$65 ea.	N/A	N/A
Silver	\$45 ea.	\$55 ea.	N/A	N/A
Bronze	\$35 ea.	\$40 ea.	N/A	N/A
<b>Additional family member age 19-25:</b>				
Platinum	\$300 ea.	\$375 ea.	N/A	N/A
Gold	\$245 ea.	\$300 ea.	N/A	N/A



Silver	\$180 ea.	\$220 ea.	N/A	N/A
Bronze	\$160 ea.	\$200 ea.	N/A	N/A

#### Centre – Initiation Fees

Type	2023 Fee Resident	2023 Fee Non- Resident	2024 Fee Resident	2024 Fee Non- Resident
Individual	\$60	\$60	\$60	\$60
Youth/Senior	\$30	\$30	\$30	\$30
Couple	\$100	\$100	\$100	\$100
Family	\$120	\$120	\$120	\$120

## The Edward Shock Centre of Elgin (cont.)

<b>Centre Three Month Membership Fee Type</b>	<b>2023 Fee Resident</b>	<b>2023 Fee Non-Resident</b>	<b>2024 Fee Resident</b>	<b>2024 Fee Non-Resident</b>
Individual Silver – Introductory Offer	\$110	\$130	\$110	\$130
Individual Youth/Senior Silver – Introductory Offer	\$110	\$130	\$110	\$130
Individual Silver – Ongoing	\$160	\$200	\$160	\$200
Individual Youth/Senior Silver – Ongoing	\$160	\$200	\$160	\$200
Individual Bronze Introductory Offer	\$80	\$100	\$80	\$100
Individual Youth/Senior Bronze Introductory Offer	\$80	\$100	\$80	\$100
Individual Bronze-Ongoing	\$115	\$145	\$115	\$145
Individual Youth/Senior Bronze – Ongoing	\$115	\$145	\$115	\$145

<b>Centre - Adventure Island Aquatic Center Type</b>	<b>2023 Fee Resident</b>	<b>2023 Fee Non-Resident</b>	<b>2024 Fee Resident</b>	<b>2024 Fee Non-Resident</b>
<b>Daily Fees:</b>				
Adult	\$8	\$10	\$10	\$12
Senior	\$7	\$9	\$8	\$10
Youth	\$8	\$10	\$10	\$12
Lap Swim – Adult (18+)	\$5	\$6	\$5	\$6
<b>Group (20 or more people)</b>				
Adult	\$6	\$8	\$7	\$9
Senior	\$6	\$8	\$7	\$9
Youth	\$6	\$8	\$7	\$9
<b>501(c)3 Groups</b>				
Adult	\$6	\$6	\$7	\$7
Senior	\$6	\$6	\$7	\$7
Youth	\$6	\$6	\$7	\$7
<b>Private Pool Rental:</b>				
Entire Facility (Lap & Leisure)	\$250/hr.- 2 hr minimum	\$300/hr.- 2 hr minimum	\$300	\$350
Leisure Pool Only	\$175/hr.- 2 hr minimum	\$215/hr.- 2 hr minimum	\$225	\$265

## The Edward Shock Centre of Elgin (cont.)

Centre - Other Fees Type	2023 Fee Resident	2023 Fee Non-Resident	2024 Fee Resident	2024 Fee Non-Resident
7 Day Centre Membership	\$45	\$60	\$45	\$60
<b>One Month Gold Membership:</b>				
Individual	\$70	\$80	\$70	\$80
Military	\$55	\$55	\$55	\$55
<b>One Month Silver Membership:</b>				
Individual	\$55	\$65	\$55	\$65
Military	\$35	\$35	\$35	\$35
<b>Centre Daily Fees:</b>				
Adult	\$15	\$17	\$15	\$17
Senior	\$15	\$17	\$15	\$17
Youth	\$15	\$17	\$15	\$17
<b>Senior Center Fee:</b>				
12 month pass	\$22	\$26	\$22	\$26
<b>Open Gym Daily Fees:</b>				
Adult	\$8	\$10	\$8	\$10
Senior	\$6	\$8	\$6	\$8
Youth	\$6	\$8	\$6	\$8
<b>Centre - Upgrade Membership to Include Outdoor Pools Type</b>				
Individual	\$25	\$30	\$25	\$30
Couple	\$40	\$50	\$40	\$50
Each 3 <sup>rd</sup> or 4 <sup>th</sup> person	\$20 each person	\$25 each person	20	25
5 <sup>th</sup> or more each person	\$15 each person	\$20 each person	15	20
Youth/Senior	\$20	\$25	\$20	\$25
6 month YSF Pass	\$15	N/A	N/A	N/A
<b>Centre – Climbing Wall (Open Climb)</b>				
Type	2023 Fee Resident	2023 Fee Non-Resident	2024 Fee Resident	2024 Fee Non-Resident
Youth	\$6	\$8	\$6	\$8
Adult	\$8	\$10	\$8	\$10

## The Edward Shock Centre of Elgin (cont.)

### Centre – Gymnasium Rental

Type	2023 Fee Resident	2023 Fee Non- Resident	2023 Fee 501(c)3	2024 Fee Resident	2024 Fee Non- Resident	2024 Fee 501(c)3
One Court	\$80	\$90	\$70	\$80	\$90	\$70
Full	\$240	\$270	\$210	\$240	\$270	\$210
Full Day	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Small Gym	\$70	\$80	\$60	\$70	\$80	\$60
Racquetball Courts	\$50	\$60	\$40	\$50	\$60	\$40

### Centre – Studios and Conference Rooms

Type	2023 Fee Resident	2023 Fee Non- Resident	2023 Fee 501(c)3	2024 Fee Resident	2024 Fee Non- Resident	2024 Fee 501(c)3
Hourly	\$65	\$75	\$55	\$70	\$80	\$60

Studio/Conference Room rentals include the East and West Conference rooms, Arts and Crafts Studios and Celebration and Pioneer Room.

## Heritage Ballroom

<b>Centre – Heritage Ballroom Rental</b>						
<b>Type</b>	<b>2023 Fee Resident</b>	<b>2023 Fee Non-Resident</b>	<b>2023 Fee 501(c)3</b>	<b>2024 Fee Resident</b>	<b>2024 Fee Non-Resident</b>	<b>2024 Fee 501(c)3</b>

### Monday – Thursday – 2 hour minimum (per hour rate)

Half Ballroom	\$100	\$120	\$95	\$110	\$130	\$100
Whole Ballroom	\$160	\$220	\$145	\$170	\$230	\$150

### Friday and Sunday – 2 hour minimum (per hour rate)

Half Ballroom	\$140	\$180	\$130	\$150	\$190	\$140
Whole Ballroom	\$250	\$300	\$200	\$260	\$310	\$210
Minimum \$18/pp Bar Pkg Discount	\$230	\$270	\$175	\$240	\$280	\$185

### Saturday (per hour rate)

Half Ballroom	NA	NA	NA	NA	NA	NA
Whole Ballroom	\$460	\$500	\$375	\$465	\$510	\$380
Promotional Rate – Whole Ballroom only						
Peak Season (May-Nov) Bar Pkg Discount	\$350	\$390	\$260	\$360	\$400	\$265
Off Peak (Dec-April)	\$260	\$310	\$180	\$275	\$325	\$190

- Centre Operations Manager and/or Centre Customer Service Manager shall have the authority to implement periodic promotional programs or discounts as an incentive to generate additional or renewed memberships.
- Centre Operations Manager and/or Centre Customer Service Manager shall have the authority to reduce the room rental rates for the Banquet Room, Gymnasium, Studios and Conference Rooms subject to the following conditions:

I. A potential customer has presented a written proposal from a bona fide competitor that is quoting a price for the rental of a competing room facility at a rate that is less than the rate established by the City for a similar product;

II. Centre operations manager and/or Centre customer service manager reasonably believes that the potential customer will contract for services with the competing facility unless the applicable room rental rate is reduced in an amount that makes the City facility competitive with the rival written proposal;

III. Centre operations manager and/or Centre customer service manager reduces the applicable room rental rate in the smallest amount necessary to secure a contract with the potential customer; and

IV. Except as otherwise provided in this paragraph, the fee reduction will not exceed twenty-five percent (25%) of the applicable room rental rate established by this ordinance unless the rental includes food or bar packages. Centre operations manager and/or Centre customer service manager may reduce the room rental rates in excess of twenty-five percent (25%) of the

applicable room rental established by this ordinance provided the proposed fee reduction is reviewed and approved by the city manager or his or her designee.

## Wing Park Golf Courses

Type	2023 Fee Resident	2023 Fee Non- Resident	2024 Fee Resident	2024 Fee Non-Resident
<b>Wing Park Only Season Passes:</b>				
Adult Unlimited (age 18 and over)	\$630	\$890	\$650	\$915
Senior Unlimited (62 and over)	\$415	\$630	\$430	\$650
Senior Weekday only excluding Sat., Sun., and holidays (62 and over)	\$355	\$500	\$370	\$525
Junior Unlimited (high school student or age 17 and under)	\$240	\$400	\$250	\$420
Junior Weekday (excluding Sat., Sun., and holidays) (high school student or age 17 and under)	\$205	\$340	\$215	\$360
<b>Weekday Rates:</b>				
9 Holes	\$14	\$19	\$15	\$20
9 Holes, Sr./Jr.	\$12.50	\$16	\$13	\$17
Replay 9 Holes	\$9	\$9	\$10	\$10
<b>Weekend Rates:</b>				
9 Holes	\$16	\$21	\$17	\$22
Replay 9 Holes	\$12	\$13	\$13	\$14
<b>Wing Park Golf Cart Fees:</b>				
9 Hole Cart	\$10/person	\$10/person	\$11	\$11
9 Hole Cart Replay	\$9/person	\$9/person	\$10	\$10
Pull Cart	\$3		\$4	\$4
<b>Rental Clubs:</b>				
18 Holes	\$15		\$15	\$15
9 Holes	\$9		\$10	\$10
<b>School Team Rates:</b>				
Regular Season	\$630	\$890	\$650	\$915
Preseason	\$10/round		\$12	\$12
<b>Reservation Charges:</b>				
League only	\$25/tee time		\$25	\$25
<b>Permanent Tee Time Fee:</b>				
Annual Fee	\$50/per tee time		\$50	\$50

# Highlands of Elgin Golf Course

Highlands of Elgin Golf Course				
Type	2023 Fee Resident	2023 Fee Non-Resident	2024 Fee Resident	2024 Fee Non-Resident
Annual Unlimited Pass:				
**Adult Combo Bowes and Highlands (ages 18-61) (Golf/Cart included)	\$3,600	\$3,600	NA	NA
Individual Unlimited (Golf and Cart)*	\$2,900	\$2,900	\$3,050	\$3,050
Individual Unlimited - Golf Green fee only	\$2,400	\$2,400	\$2,550	\$2,550
Annual Limited Pass:				
Adult (ages 18-61)	\$1,270	\$1,940	\$1,335	\$2,035
Senior (ages 62-plus)	\$1,230	\$1,800	\$1,290	\$1,890
Junior (under 18 yrs. of age)	\$445	\$700	\$460	\$725
Annual Weekday Pass:				
Senior (ages 62-plus)	\$790	\$1,250	\$830	\$1,320
Junior (under 18 yrs. of age)	\$345	\$540	\$360	\$570
Wing Park Plus	\$145	\$170	\$150	\$180
Weekday Rates:				
18 Holes	\$39	\$45	\$42	\$48
18 Holes after 4 p.m.	\$29	\$37	\$31	\$39
18 Holes, Sr. and Jr.	\$29	\$37	\$31	\$39
9 Holes	\$22	\$25	\$24	\$27
9 Holes, Sr. and Jr.	\$21	\$24	\$23	\$26
Weekend Rates:				
18 Holes with golf cart before noon	\$66	\$75	\$72	\$84
18 holes walking before noon	\$47	\$57	\$50	\$62
18 Holes 12-4 p.m.	\$37	\$46	\$40	\$49
18 Holes after 4 p.m.	\$27	\$36	\$29	\$39
9 Holes after 3:00 p.m.	\$26	\$34	\$28	\$37
Golf Cart Fee:				
18-Hole Cart	\$20 per person	\$20 per person	\$22 per person	\$22 per person
9 Hole Cart	\$13 per person	\$13 per person	\$14 per person	\$14 per person
Pull Cart	\$3	\$3	\$5	\$5
Driving Range:				
Small	\$7		\$7	\$7
Medium	\$11		\$12	\$12
Large	\$15		\$16	\$16
Permanent Tee Time:				
Annual Fee	\$150 per tee time		\$150 per tee time	\$150 per tee time
School Team Rates:				
Regular Season	\$1,940	\$1,940	\$2,550	\$2,550
Preseason	\$10/round		\$15/round	\$15/round

\*\* Adult combo pass includes golf and car at The Highlands and Bowes Creek. Driving Range balls are not included in the combo pass.

\* Price includes golf cart



## Bowes Creek Country Club

### Bowes Creek - Annual Membership

Type	2022 Fees	2023 Fees	2024 Fees
Individual	\$4,400	\$4,400	\$4,500
Individual (Tenured Members)		\$3,750	\$3,750
Spouse	\$1,600	\$1,600	\$2,000
Spouse (Tenured Members)		\$1,400	\$1,400
Intermediate or Limited Spouse	\$1,000	\$1,000	\$1,000
Junior	\$400	\$400	\$600
Corporate	\$2,000	\$2,000	\$2,000
Family	\$6,000	\$6,000	\$6,500

### Member for a Day

Type	2022 Fees	2023 Fees	2024 Fees
Standard Weekend Rate	\$120	\$125	\$135
Standard Weekday Rate	\$95	\$99	\$109

### Bowes Creek – Other Green Fees

Type	2022 Fees	2023 Fees	2024 Fees
Just 18 Weekend Rate	\$97	\$105	\$109
Just 18 Weekend Rate after 10 am	\$82	\$89	\$95
Just 18 Weekend Rate after 12 pm	\$67	\$75	\$79
Just 18 Weekend Rate after 2 pm	\$57	\$65	\$69
9 Holes Weekend after 2 pm	\$46	\$49	\$55
Just 18 Weekday Rate	\$67	\$75	\$79
Just 18 Weekday Rate after 12 pm	\$60	\$69	\$75
Just 18 Weekday Rate After 2 pm	\$50	\$55	\$60
Senior 18 Weekday Rate	\$50	\$55	\$59
Junior Weekday Rate ( no Cart)	\$39	\$39	\$45
9 Hole Weekday Rate	\$34	\$35	\$38

### Miscellaneous Rates

Type	2022 Fees	2023 Fees	2024 Fees
Large Range	\$15	\$16	\$16
Medium Range	\$10	\$11	\$12
Small Range	\$7	\$7	\$7

Annual Locker Rate	\$100	\$125	\$125
Fore Caddies	N/A	N/A	N/A
Annual Bag Storage	\$200	\$250	\$250
Trail/SpectatorCart Fee			\$15

## Bowes Creek Country Club (cont.)

- Bowes Creek Memberships include unlimited golf and cart at all three city courses.
- Spouse Intermediate or Junior Intermediate (Age 16 to 23) include golf carts after noon on weekends or anytime during the week.
- Intermediate can play anytime except before noon on the weekends or holidays.
- Junior members (under 17) do not include cart unless riding with a member.
- Junior members can only play Monday through Friday and after 4 pm on the weekends or holidays

### General Golf Courses Policy

#### Group Discounts and Promotions:

- For groups of 16 or more a discount may be granted at the discretion of the Director of Golf Operations.
- Promotional advertisements or discounts may be used in response to competition at the discretion of the Golf Professional.
- Dynamic pricing and pricing adjustments can be granted at the discretion of the Director of Golf Operations.
- Active military personnel will receive a discount as described in Ordinance No. G62-05.
- A booking fee between \$.99 and \$2.99 will be charged for prepay online bookings. The rate can be adjusted at the discretion of the Director of Golf Operations. This rate is applied to each individual.

## Hemmens Cultural Center

Rates budgeted for the season will be in effect from July 1, through June 30, of the listed years.

Individuals or organizations may rent The Hemmens Cultural Center (HCC) for up to eight weekends (Friday – Sunday) for use in a calendar year – up to four of the eight weekends may be Entire Building use. Individuals or organizations utilizing a discount to rent HCC shall not sub-lease the facility to any organization not qualified for the same discount.

### Hemmens – Event Rental Fees

Type	2023-2024 Fee	2024-2025 Fee
<b>Stage</b> (per hour, 3 hour minimum) <i>Includes lobby, dressing &amp; rehearsal rooms</i>		
Monday – Thursday per hour	\$370	\$385
Friday – Sunday per hour	\$410	\$430
Monday – Thursday: Second Performance, same day	\$180	\$190
Friday – Sunday: Second Performance, same day	\$225	\$235
<b>Exhibition Hall</b> (per hour, 3 hour minimum) <i>Includes kitchen</i>		
Monday – Thursday	\$195	\$205
Friday – Sunday	\$245	\$255
<b>Lobby</b> (per hour, 3 hour minimum)		
Monday – Thursday, per hour 3 hour minimum,	\$325	\$340
Friday – Sunday, per hour, 3 hour minimum	\$370	\$390
<b>Entire Building</b> (per hour, three hour minimum) <i>Includes all areas listed above</i>		
Monday – Thursday, Hours 1 – 5 and over 10	\$450	\$495
Friday – Sunday, Hours 1 – 5 and over 10	\$520	\$570
Monday – Thursday, Hours 5 – 10	\$225	\$245
Friday – Sunday, Hours 5 – 10	\$270	\$295

## Hemmens Cultural Center (cont.)

On days when events are preceded by a rehearsal, at least one hour must be scheduled between the end of the rehearsal and the opening of the event space for audience admission.

<b>Hemmens – Rehearsal &amp; Move-In/Out Times</b>		
Type	2023-2024 Fee	2024-2025 Fee
<b>3 hour minimum, unless consecutive to public event</b>		
<b>Stage</b> (per hour)		
Monday – Thursday	\$90	\$95
Friday – Sunday	\$115	\$120
Friday – Sunday (not day of event)	\$160	\$170
<b>Exhibition Hall</b> (per hour)		
Monday – Thursday	\$90	\$95
Friday – Sunday	\$115	\$120
Friday – Sunday (not day of event)	\$160	\$170
<b>Entire Building</b> (per hour)		
Monday – Thursday	\$135	\$145
Friday – Sunday	\$165	\$180
Friday – Sunday (not day of event)	\$220	\$240

<b>Hemmens - Other Fees and Charges</b>		
Type	2023-2024 Fee	2024-2025 Fee
Administration/Expendable Fee: Fee covers reasonable costs for expendables and administrative support.	\$27.50	\$30.00
Paid Admission Surcharge: per ticket sold Fee applies to tickets sold regardless of actual event attendance.	\$0.50	\$0.50
Equipment Storage per day: (for days not within contract period)	\$200	\$200

Traditional dates for long-term renters will be entered into the calendar approximately two years prior to the event date. Once the long-term renters are locked in, the remaining dates will be made available to art-related not-for-profit organizations. Remaining dates will be made available for open booking one year prior to the event date.

## Hemmens Cultural Center (cont.)

<b>Hemmens – Labor Rates (per person/per hour)</b>		
<b>Type</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Fee</b>	<b>Fee</b>
Event Staff (three hour minimum)	\$42	\$44
Senior Event Staff / Stage Manager (three hour minimum)	\$62	\$65
Custodial	\$30	\$30
Ushers	\$20	\$20
Box Office Ticketing Agents	\$30	\$33
Security Rates established by Police Department		

Labor rates for Hemmens personnel on observed city and federal holidays are charged at one and a half times the regular rate. The Hemmens reserves the right to determine the minimum crew call for events. The Hemmens requires regularly scheduled breaks for crew calls exceeding five hours.

The Hemmens requires regularly scheduled breaks for crew calls including one break of 15 minutes between every three and four hours of use. One meal break is required for calls over eight hours and two breaks over ten hours.

## Hemmens Cultural Center (cont.)

Hemmens – Ticketing Services		
Type	2023-2024 Fee	2024-2025 Fee
Event Set-up (existing seat configuration or General Admission)	\$40	\$40
Event Set-up (creation of new seat configuration)	\$175 - \$300	\$175 - \$300
Labor Surcharge, per ticket printed	\$0.25	\$0.25
Processing Fee, per order*	\$6	\$6
Ticket Exchange Fee, per ticket**	\$3	\$3
Ticket Re-issue Fee	\$3	\$3

When the Hemmens Box Office is used for ticketing, services will include the following:

- Standard daytime labor for phone and counter sales
- One Box Office Representative for events
- Renter is responsible for any additional labor cost
- Common Box Office event staff consists of two representatives for four hours
- Box Office staffing levels will be determined by the Patron Relations Supervisor
- Ticket Stock (est. value \$ 0.15 per ticket)
- Postage to mail tickets (est. value \$ 0.65 per mailing)
- **\*Processing Fee, Per Order:** A per order processing fee will be charged to all tickets orders placed with The Hemmens Box Office by any means other than in person at The Hemmens Box Office window located at 45 Symphony Way, Elgin, IL 60120. Lessee shall have no participation in revenues generated by this fee.
- **\*\* Ticket Exchange/Re-issue Fees, Per Ticket:** A per ticket exchange fee will be charged for all tickets exchanged, reprinted, re-issued or returned to The Hemmens Box Office by any means and for any reason. Lessee shall have no participation in revenues generated by this fee.

Credit card service fee of 50¢ per credit card transaction will be deducted from lessee gross sales.

The rates listed above may be reduced and/or waived as deemed to be in the best interest of the City by the cultural center director and with the approval of the city manager or his or her designee.

## Hemmens Cultural Center (cont.)

Hemmens – Other Rental Spaces (Non-Performance Use)		
Type	2023-2024 Fee	2024-2025 Fee
<b>Rehearsal Room, Art Gallery, Green Room</b>		
<b>Hourly Rates</b> (Three hour minimum)		
Monday – Thursday	\$100	\$100
Friday – Sunday	\$130	\$130
<b>Kitchen</b> (included with Exhibit Hall and entire building rental)		
Per day (eight hours)	\$125	\$125

One Hemmens' Staff person (does not include Senior Technician or Stage Manager) shall be included with full rate and standard discounted Stage and ExHall rentals. Equipment used for, and additional personnel working the event, shall be an additional charge. Staff will not be included for groups receiving additional discounts, funding by the City of Elgin through Purchase of Service Agreements or Performance Contracts, or for contracts that do not include event rates.

Building rental rates on observed City and federal holidays are charged at one and a half times the base rate.

Contracts will not be written with more than four consecutive days of non-use.

A non-refundable deposit of \$100.00 per day (Maximum \$500.00 per usage) is required within 14 days of booking.

### **Mandatory Break Schedule:**

- 3-4 hours = One minute break;
- 4-7.25 hours = One 15-minute break and one 20-minute break;
- 7.5+ hours = One 60-minute meal break if no food is provided, and two 15-minute breaks; OR one 30-minute meal break if food is provided, and two 15-minute breaks.
- 10+ hours = Two meal breaks (30 minutes for lunch & 60 minutes for dinner) and three 15-minute breaks;
- 12-16 hours = Two meal breaks (30 minutes for lunch & 60 minutes for dinner) and three 15-minute breaks.

## Hemmens Cultural Center (cont.)

<b>Hemmens – Equipment Rates</b>		
<b>Type</b>	<b>2023-2024 Fee</b>	<b>2024-2025 Fee</b>
Acoustical Reflectors (floor per unit)	\$11.25	\$11.25
Acoustical Reflectors (hanging, per set)	\$15.50	\$15.50
Chairs, metal folding	\$1.00	\$1.00
Chairs, padded (20 included in Stage rental)	\$1.75	\$1.75
Tables, rectangle (10 backstage & 10 lobby tables included in Stage rental)	\$5.25	\$5.25
Tables, round (including cocktail tables)	\$5.75	\$5.75
ROSCO Dance Floor	\$230.00	\$250.00
Mics, DI's, connect fee (1 included with rental)	\$25.00	\$25.00
Wireless Mic Surcharge, per mic, per day	\$10.00	\$10.00
Mirrorball, Black lights	\$52.50	\$52.50
Fog Machines, Base Hazers, Strobe Lights	\$62.50	\$62.50
<b>* Movie Screen</b>	\$40.00	\$40.00
Manhasset Music Stands	\$1.00	\$1.00
Music Stand Lights	\$2.25	\$2.25
Stage Lectern	\$20.00	\$20.00
<b>** Orchestra Pit Cover (At Golden Circle Level or Fully Lowered)</b>	\$85.00	\$85.00
Piano, Steinway	\$160.00	\$200.00
Piano, Upright or Electronic Keyboard	\$90.00	\$100.00
Piano, Tuning	\$180.00	\$180.00
Portable Sound System (Small mixer, amp & speaker)	\$70.00	\$70.00
Portable Projector, LCD video or 12k Sanyo or other	\$125.00	\$125.00
Band Risers	\$10.00	\$10.00
Choral Risers, per tier	\$6.00	\$6.00
<b>*** Followspots</b>	\$90.00	\$90.00
Table Skirts	\$6.00	\$6.00
Audio Playback: Cassette, CD, etc.	\$50.00	\$50.00
Pipe & Drape and/or Screenflex™ Room Dividers	\$1.50	\$1.50
<b>* Hanging Flag, Mylar Rain Curtains, Scrim or Drops</b>	\$115.00	\$115.00
100 Cup Coffee Urns (one n/c)	\$5.00	\$5.00
Streamer Canon	\$50.00	\$50.00
Streamer Loads (CO2, Streamers & Caps)	\$20.00	\$20.00
Portable Theater Seating	\$3.25	\$3.25
Video Playback: DVD, etc.	\$50.00	\$50.00
25,000 Lumen Laser Video Projector (per day)	\$300.00	\$350.00
Box Tower/Truss, 15" or 20.5" (per section)	\$25.00	\$25.00



## Hemmens Cultural Center (cont.)

The above equipment rates do not include the cost of the operation. Except where otherwise indicated, the rates are on a per contract basis.

\*The Stage Movie Screen and Full Stage Black will be charged at the backdrop rate if moved from their standard positions over the stage.

\*\*Standard Pit Configuration will be at stage level. Orchestra Pit Cover fee will apply if cover is used at Golden Circle level or if fully lowered. Adds five hours of Stagehand labor to lower and rescore.

\*\*\*Follow Spots: No equipment fee will be charged for follow spots operated by Hemmens staff. Equipment rental fees will apply for follow spots operated by renter's personnel. At least one Hemmens operator is required when spots are operated from Projection Booth.

The following equipment is included in the rental of the following areas

### Stage

- 20 padded chairs
- 10 backstage tables
- 10 lobby tables
- Q-lab software for audio and/or video playback

**Exhall** (choose from one of the three packages below):

Theatre set-up:

- Tech area (risers, P&D, etc.)
- Eight risers for staging
- In-the-round seating for 200 on folding chairs or 150 in 3/4 thrust
- Dressing area (P&D and rolling mirrors (as availability allows) or tables)
- Three tables for mech, etc.
- Standard lighting
- Sound system (four hanging mics and wireless handheld)

Banquet Set Up (reception, Quinceañera, etc):

- Eight serving tables
- Dinner seating for 200 on folding chairs (10 per rectangle table or 8 per round table)
- Head table set-up (six risers, three tables, two skirts, and 10 padded chairs)
- Parent tables (two 5' rounds with up to eight padded chairs each)

Exhibit set-up:

- 40 rectangle tables
- 80 folding chairs

Extra Dressing/Support Area - available as part of the Entire Building Rental only:

- 35 rectangle tables
- 168 folding chairs
- 63' of pipe & drape or screenflex
- Rolling make-up mirrors from Trap Room

## Hemmens Cultural Center (cont.)

### Entire Building

- Equipment included in Stage rental
- One Exhall equipment package

The rates listed above may be reduced and/or waived as deemed to be in the best interest of the City by the Cultural Center Director and with the approval of the City Manager or their designee.

Under normal use, clean up service is included in the base rental. However, at the discretion of the Cultural Center Director, sponsoring organizations will be assessed for clean-up service when the building is left unusually messy or dirty.

Open Rehearsals ARE NOT considered normal use and will be charged at 1½ times the standard rehearsal rate. A rehearsal will be considered an open rehearsal when persons who are not part of the production or working production crew are allowed in the theatre to watch the rehearsal. Additional custodial charges may also apply.

### Discounts

- Arts-Based Not-for-profit: Arts based organizations with not-for-profit status may, upon receipt of appropriate documentation, qualify for a 70 percent discount off the base building rental rate. No discounts will be given on equipment or labor other than those described above.
- Not-for-Profit: Non-Arts based organizations with not-for-profit status may, upon receipt of appropriate documentation, qualify for a 35 percent discount off the base building rental rate. No discounts will be given on equipment or labor other than those described above.
- Elgin Resident: Elgin resident individuals and organizations will receive a 25 percent discount off the base building rental rate.
- Mini Volume: Returning renters that have \$20,000 or more in Hemmens rental fees in the calendar year will receive a discount of 15 percent off of the base building rental rate.
- A 100 percent discount on building rental shall be given for weekday (Monday-Thursday) events presented by School District U-46, Kane County, the State of Illinois, or the United States Government.
- Only one of the discounts listed above may be applied per contract. Discounts are only available to renters whose accounts are current.

## Elgin Art Showcase

Art Showcase - Rental Fees				
Type	2023 Resident Fees	2023 Non-Resident Fees	2024 Resident Fees	2024 Non-Resident Fees
Weekday Hourly Rate				
9 am - 6 pm	\$20	\$25	\$21.00	\$26.25
6 pm - 12 pm	\$25	\$30	\$26.25	\$31.50
Weekend Rates				
1-day rental, 8 am - 10 pm	\$250	\$250	\$262.50	\$262.50
Weekend Performance Rates				
1-night rental	\$300	\$350	\$315.00	\$367.50
Friday-Sunday Rental	\$650	\$700	\$682.50	\$735.00
Season Rates				
3-production season	\$2,000	\$2,000	\$2,100.00	\$2,100.00
Additional performance	\$300	\$300	\$315.00	\$315.00
Additional production	\$500	\$500	\$525.00	\$525.00
Additional rehearsal rate, per hour	\$15.00	\$15.00	\$15.75	\$15.75

Weekend rates - Tech equipment use does not include weekend performance rates.

- One night - Includes one night of rehearsal/tech in the space during the week prior to the event.
- Friday - Sunday rental - Includes tech week on week prior to performance (Monday through Thursday), use of tech storage room, dressing rooms, green room ballroom and all technical equipment.

### Season Rates

- One weekend performance for each show
- One tech week per show
- One week of rehearsal prior to tech (\*this can be exchanged for additional week of performances)

Notes - Renters must provide their own volunteer to secure the door if accessing the space outside of business hours. Events with alcohol must submit a liquor license application at least 30 days prior to an event, and alcohol must be served by a BASSETT certified bartender. Renters using technical equipment must go through Technical Training prior to the event or provide a trained person to run the equipment.

## Special Events

Application Fees*	2023 Rate	2024 Rate
Block Party	\$10	\$0
Carnival	\$75	\$75
Festival (> 1,000 attendance)	\$50	\$50
Filming	\$10	\$10
Farmers Market	\$25	\$25
Seasonal Farmers Markets	\$75	\$75
Neighborhood Event (< 1,000 attendance)	\$25	\$35
Races Walks	\$25	\$35

\*Fees will double for applications submitted less than 60 days prior to the event.

Equipment	2023 Rate	2024 Rate
Barricades**		
Tier 1 (up to 10 barricades and delivery/removal)	\$175	\$175
Tier 2 (up to 20 barricades and delivery/removal)	\$240	\$240
Tier 3 (up to 50 barricades and delivery/removal)	\$450	\$450
Tier 4 (up to 75 barricades and delivery/removal)	\$625	\$625
Tier 5 (up to 75 barricades and delivery/removal)	\$800	\$800
Picnic Tables**		
Tier 1 (up to 5 tables and delivery/removal)	\$180	\$180
Tier 2 (up to 10 tables and delivery/removal)	\$240	\$240
No Parking Signs (per hour for installation/removal)	\$35	\$35
Street Light Banners (per banner)***	\$50	\$50
Street Banners (Highland Ave. and Chicago St.)***		
First Banner	\$270	\$270
Each additional banner	\$135	\$135

\*\* Additional labor charges can be applied if responsible for set-up/take down

\*\*\*Includes installation and removal; banner not included

Co-Sponsored Event Rental Equipment*	2024 Rate
Tents (10x10)	\$75
Tables	\$10
Chairs	\$2
A-frame sign stands	\$10
Small generator (2000 watt)	\$40
Large generator (3000-6000 watt)	\$65
Balloon lights	\$120
Portable sound system (small mixer, amp, and speaker)	\$70
Forklift	\$242
Bicycle fencing (per panel)	\$10
Special event fencing (600 feet maximum)	\$15
Maintenance Charge	Current hourly and OT rates apply
*Staff may be required for use.	Current hourly and OT rates apply

Event Fees	2023 Rate	2024 Rate
<b>Nightmare on Chicago Street</b>		
Food vendor fee	\$450	\$450
Kane County licensed food vendor fee	\$295	\$295
Returning retail vendor fee (before 9/9)	\$125	\$125
New retail vendor fee (and after 9/9)	\$150	\$150
Specialty drink vendor fee*	\$1,600	\$1,600
Beer vendor fee*	\$10,000	\$10,000
<b>Fourth of July Parade</b>		
Business/for-profit entity	\$25	\$35
Not-for-profit entity		

\*Additional profit share of 10% applies after the event.

\*Additional vending fees may apply for other events. Additional licensing and permits may be required.