

Exhibit “A”

2017 Spokane County Parks Facility Use Fees
(All fees are General Fund revenues – Fund 010)



Spokane County
PARKS, RECREATION AND GOLF

ALL FEES INCLUDE APPLICABLE TAXES UNLESS NOTED.

CAMP CARO LODGE

All fees are per day unless otherwise specified.

	WEEKDAY (M – TH) RATE	WEEKEND (F – SU) RATE
REGULAR LODGE RENTAL	\$250.00	\$400.00
<i>Lodge rental only. 75 person maximum capacity if renting the lodge only.</i>		
EVENT PACKAGE “A”	\$450.00	\$600.00
<i>Includes one day lodge rental, use of outdoor park space, and alcohol endorsement.</i>		
EVENT PACKAGE “B”	\$375.00	\$525.00
<i>Includes one day lodge rental and use of outdoor park space.</i>		
ADDITIONAL CONSECUTIVE DAY	\$100.00	\$100.00
<i>Maximum of three additional days per event unless authorized by the Director.</i>		
ALCOHOL ENDORSEMENT (Per Event)	\$75.00	\$75.00
<i>Allows alcohol to be served to attendees and consumed on site. Does not include Washington State Liquor and Cannabis Board applicable permits.</i>		
NOT-FOR-PROFIT RATE	50% OFF	50% OFF
<i>Available to documented not-for-profit organizations.</i>		

CAMP CARO LODGE CANCELLATION POLICY

- If notification of a cancellation is received from the Renter at least 14 calendar days prior to the rental date, a \$50 cancellation fee will be retained by Spokane County and all other funds will be returned.
- If notification of a cancellation is received from the Renter less than 14 calendar days prior to the rental date, Spokane County will retain 50% of the rental fee and all other funds will be returned.

Please Note: Damages left to the facility will be billed to Renter to recover actual repair and administrative costs.

CAMPING RATES (OFFERED SEASONALLY AT LIBERTY LAKE)

FEE

All fees are per night unless otherwise specified. Please note: 2016 rates will be honored for camping / cabin reservations that have been booked for 2017 prior to the adoption of the 2017 Fee Schedule (e.g. a R.V. reservation booked in September 2016 for July of 2017 will be charged a rate of \$32 per night – the 2016 nightly rate.)

	OFF SEASON RATE (5/1 – 5/14 & 9/15 – 9/30)	SUMMER SEASON RATE (5/15 – 9/14)	HOLIDAY RATE (See specific dates below)
TENT SITE	\$20.00	\$22.00	\$24.00
<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
R.V. SITE	\$28.00	\$32.00	\$36.00
<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
LARK & FLICKER CABINS	\$44.00	\$50.00	\$56.00
<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
WHITETAIL CABIN	\$99.00	\$109.00	\$119.00
<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
GROUP CAMPSITE	\$34.00	\$40.00	\$44.00
<i>Includes park entry fees for twelve (12) people and three (3) motor vehicles.</i>			
EACH ADDITIONAL PERSON	\$2.00	\$2.00	\$2.00
<i>Maximum of 8 people per tent/RV/cabin site. Maximum of 16 people per group site. (Children 5 and under are free.)</i>			
EACH ADDITIONAL MOTOR VEHICLE	\$5.00	\$5.00	\$5.00

<i>Additional vehicles must be contained within the designated parking area of the reserved tent or RV site if parked in the campground. Additional vehicles that will not fit in the site's designated parking area must be parked in the overflow/day-use parking lot. Motorcycles, ATV's and ORV's are exempt from the additional vehicle fee, but must still be parked in the reserved site's designated parking area. Parking on grass is strictly prohibited.</i>			
RESERVATION FEE <i>Per Reservation</i>	\$7.00	\$7.00	\$7.00
FIREWOOD <i>Per Bundle</i>	\$5.00	\$5.00	\$5.00
PET FEE <i>Maximum of two (2) pets per cabin reservation. No pets are allowed in the Whitetail Cabin except documented service animals.</i>	\$15.00	\$15.00	\$15.00
LOST KEY REPLACEMENT <i>Per Key</i>	\$25.00	\$25.00	\$25.00
AFTER HOURS KEY REPLACEMENT <i>Per Key between 10:00pm – 7:00am</i>	\$35.00	\$35.00	\$35.00

HOLIDAY RATE is applicable on the following nights: Memorial Day 5/26-5/28, Fourth of July 7/1 – 7/4, Labor Day 9/1-9/3

TENT, R.V. GROUP SITE AND CABIN RESERVATION CANCELLATION POLICY

For all camping reservation cancellations (including cabin reservations), Spokane County must receive notice from the Reservation Holder and will be subject to the following policies:

- If notification is received from the Reservation Holder at least 14 calendar days prior to the reserved date(s), the \$7 reservation fee will be retained by Spokane County and all other funds will be returned.
- If notification is received from the Reservation Holder less than 14 calendar days prior to the reserved date(s), Spokane County will retain the \$7 reservation fee and 50% of the reservation bill for each night's stay that is within the 14 calendar day period and all other funds will be returned.

APPLICABLE TO CABIN RESERVATIONS ONLY:

- If **notification of cancellation is received from the Reservation Holder less than 2** calendar days prior to the reserved date(s), 100% of each night’s stay that is within the two (2) calendar day period will be retained by Spokane County and other funds will be returned after applying other applicable refund policies (see above).

EXAMPLE: Cabin 1 is reserved for four nights at \$50.00 per night (\$200.00 total). Reservation Holder cancels reservation one day prior to the first night’s stay. 100% of the first night’s stay is retained and the remaining nights are refunded at 50%. Total refund to Reservation Holder is \$75.00.

ENTRY FEES AT LIBERTY LAKE REGIONAL PARK **FEE**

All fees are per person, per day unless otherwise specified.

<u>REGULAR</u>	\$2.00
<u>NOT-FOR-PROFIT GROUPS</u>	\$1.00*
<i>*Discounted fee is only available when a group use form is provided to the department with a minimum 14 days’ advanced notice. Proof of not-for-profit status must accompany the submitted group use form. Individuals (as part of a group) or groups arriving at the park without having submitted a group use form will not receive a discounted rate. Minimum group size: 10 persons.</i>	
<u>CHILDREN</u>	FREE
<i>Ages 5 and under</i>	
<u>FAMILY SEASON PASS</u>	
<i>Up to 6 family members</i>	\$50.00

AQUATIC FACILITY RATES **FEE**

All fees are per person unless otherwise specified.

<u>NORTH SIDE AND SOUTH SIDE AQUATIC FACILITIES</u>	
Adults and Youth	\$ 5.00
<i>Ages 6 and over</i>	
Children	\$ 2.50
<i>Ages 3 to 5</i>	
Infants and Toddlers	Free
<i>Ages 2 and under</i>	
Senior	\$ 4.00
<i>Ages 60 and over</i>	

PARTY RESERVATION PACKAGE \$60.00
Includes entry for four (4) people over 2 years of age, four (4) combo meals, a table reservation and the privilege to bring in a cake.

PARTY PACKAGE - ADDITIONAL PERSON \$10.00
Includes entry fee for one (1) person over 2 years of age and one (1) combo meal.

AQUATIC FACILITY DISCOUNT MULTI PASS \$50.00
25 punches (represents 20% discount)
Two (2) punches for age 6 and over per entry and one (1) punch for ages 3 to 5 per entry. Unused punches may be redeemed in subsequent years regardless of potential price adjustments.

PRIVATE AQUATIC FACILITY RENTAL

Available on select Saturdays or Sundays, from 6:00 pm – 9:00 pm, dependent on facility and staffing availability. A deposit of 15% of the total rental fee will be required at the time of reservation. Prices below do not include concessions, but may be available subject to negotiation and additional fees.

1 – 125 participants	\$400.00
126 – 175 participants	\$600.00
176 – 225+ participants	\$800.00

Note: Max occupancy is 225 at Northside and 500 at Southside.

PRIVATE RENTAL CANCELLATION POLICY

- If notification of a cancellation is received from the Renter at least 14 calendar days prior to the rental date, a \$50 Cancellation Fee will be retained by Spokane County and all other funds will be returned.
- If notification of a cancellation is received from the Renter less than 14 calendar days prior to the rental date, Spokane County will retain 100% of the minimum deposit amount and all other funds will be returned.

SWIM LESSONS

Regular Two week sessions (4 days a week)	\$35.00*
<i>* \$5.00 discount for each additional family member registered for swim lessons during the same 2-week session.</i>	
Private Swimming Lesson (2 days a week for 2 weeks)	\$75.00*
<i>*Subject to staff availability.</i>	
Private Group Swimming Lesson (2 days a week for 2 weeks)	\$50.00

SWIM LESSONS CANCELLATION POLICY

- If notification of a cancellation is received at least 14 calendar days prior to the start of the session, a \$5 cancellation fee per transaction will be retained by Spokane County and all other funds shall remain in the participant's account for future use with Spokane County Parks swim lessons.

- If notification of a cancellation is received less than 14 calendar days prior to the start of the session, a \$5.00 Cancellation fee per transaction will be retained by Spokane County and the remaining funds shall be divided as follows: 1st half shall be retained by Spokane County and the 2nd half shall remain in the participant’s account for future use with Spokane County Parks swim lessons.
- If notification of cancellation is received the day of or after the start of the session, Spokane County shall retain 100% of the funds.

Adult (18 and Over) Lazy River Walking*

Season Pass	\$30.00
Drop-in	\$4.00

**Available at the South Side Only*

“MAKE-A-SPLASH” PROGRAM

Adults and Youth <i>Ages 6 and over</i>	\$3.00
Children <i>Ages 3 to 5</i>	\$1.50

<u>PASS REPLACEMENT FEE</u>	\$10.00
<i>Applies to all passes sold by County Parks</i>	

SPECIAL PROMOTIONS

The County Parks, Recreation and Golf Director has the authority, with approval from either the Spokane County CEO, or COO, to make discretionary short-term adjustments in fees/charges as may be effective to promote the aquatic facilities with a goal of increased facility usage.

MUTUAL BENEFIT

The Director may use his/her discretion to waive or reduce fees for any and all County Parks’ facilities for governmental entities (incl. school districts) that provide County Parks the use of their facilities at reduced rates (e.g. a school district provides County Parks’ basketball leagues use of their basketball courts at no cost to County Parks).

CONCESSIONS

The Director has the authority to set prices for concessions based on competitive market rates.

SPECIAL EVENTS & SHELTER RENTALS FEE

Spokane County is very supportive of and endeavors to accommodate special requests from the public to reserve usage of certain Spokane County Park Properties/Facilities to conduct community oriented events (i.e. dogs show, car show, day camp, etc.).

	FIRST EVENT DAY	ADDITIONAL CONSECUTIVE DAY*
LEVEL I SPECIAL EVENT	\$150.00	\$75.00

<i>Non-commercial activities only. No sales, entry/registration fees, pledges, concessions sales, etc. The general public is free to pass through the activity or stop and watch. Includes shelter rentals at Bear Lake (West Shelter), Liberty Lake and Sontag Park.</i>		
LEVEL II SPECIAL EVENT	\$200.00	\$100.00
<i>Entry/Registration fees charged; and/or public is excluded and prohibited from access to a portion(s) of the park; and/or vehicles will be parked on maintained turf for the greater part of the event.</i>		
LEVEL III SPECIAL EVENT	\$300.00	\$150.00
<i>Same as a Level II event with food and beverage sold on site to the public.</i>		
ALCOHOL ENDORSEMENT (Per Event)	\$75.00	N/A
<i>Allows alcohol to be served and consumed on site. Does not include Washington State Liquor Control Board permit(s). May not be available at certain parks.</i>		
NEIGHBORHOOD SHELTER RENTAL	\$50.00	\$50.00
<i>Includes shelters at Holmberg, Linwood, Plante's Ferry and Prairie View Park.</i>		
LATE PERMIT REQUEST FEE	\$50.00	N/A
<i>If a completed application (permit request) is received less than fourteen (14) days prior to the event date. (Please note: if the application is received less than fourteen (14) days prior to the event, Spokane County may choose not to process and approve the permit depending on availability of staff and resources.)</i>		

**Maximum of three additional days per event unless authorized by the Director.*

SPECIAL EVENT CANCELLATION POLICY

- If notification of a cancellation is received from the Event Sponsor at least 14 calendar days prior to the event date, a \$50 cancellation fee will be retained by Spokane County and all other funds will be returned.
- If notification of a cancellation is received from the Event Sponsor less than 14 calendar days prior to the event date, Spokane County will retain 50% of the special event permit fee and all other funds will be returned.**

*** "Special Event Permit Fee" is the Level I, II, or III event base rate and additional event day(s) rate (if applicable) only and does not include additional fees such as the Alcohol Endorsement. Neighborhood Shelter Rentals are not eligible for a refund because the rental fee amount is equal to the cancellation fee.*

PLEASE NOTE

The Parks Director shall utilize her/his discretion as to determining whether or not a specific Special Event is an appropriate match for a specific Spokane County Park Property/Facility.

If food and/or beverage is planned to be served or sold at the event, sponsor shall obtain all necessary permits and provide Spokane County Parks copies of such permits **not less than fourteen (14) days prior to the event.**

Unless otherwise directed by the Board of Spokane County Commissioners, additional fees above and beyond the Level I-III permit fees shall be charged on a case by case basis in an amount that will recoup actual costs associated with accommodating said special event as determined by the Parks Director. Sponsors of special events may be asked to provide additional support services, security, proof of acceptable liability insurance, and proof of additional permits/approvals as required by law and/or determined appropriate by the Parks Director and/or the Risk Manager.

SPECIAL EVENT ALCOHOL ENDORSEMENT

Alcohol may be permitted at the following parks / facilities only **in conjunction with a Special Event Permit or facility rental:** Camp Caro, Liberty Lake, Plante's Ferry, Bear Lake, Sontag, Gateway, and Fish Lake. Event sponsor shall obtain all applicable permits and provide Spokane County Parks, Recreation & Golf Department copies of such permits **not less than fourteen (14) days prior to the event.** Alcohol may be allowed at other parks / facilities via Special Event Alcohol Endorsement on a case-by-case basis at the Director's discretion.

Proof of liquor liability insurance acceptable to Spokane County and proof of provision of security for the duration of the event (if required by the Director) shall be provided **not less than fourteen (14) days prior to the event if alcohol is to be served.** Other conditions may apply on a case by case basis.

TANGIBLE BENEFIT

The Parks Director may utilize his/her discretion to reduce or waive special event permit fees for events that benefit a Parks facility in a direct, tangible way (e.g. "Spokane River Clean Up" benefitting the Centennial Trail).

CO-SPONSORED EVENTS

The Parks Director may utilize his/her discretion to reduce or waive special event permit fees for events which are sponsored or co-sponsored by Spokane County.

PICNIC SHELTERS

Spokane County has several picnic shelters available for rent on a daily basis. Shelters are reserved and rented through the Special Event Permit process and subject to those fees and policies established herein.

Insurance requirements for each shelter reservation are evaluated on a case-by-case basis.

SPOKANE COUNTY CANCELLATION

Spokane County reserves the right to cancel an event at any time, for any reason. If this should occur, a full (100%) refund maybe provided. Factors that could trigger a County Cancellation may include but are not limited to: "acts of god," natural disasters; vandalism; or facility breakdowns. When feasible, Spokane County will work with an Event Sponsor to find a different location with

the County Parks System to offer as an alternative to cancellation. If a different location is offered by the County, and accepted by the Event Sponsor, no refund will be provided.

CANCELLATION POLICY – DIRECTOR’S DISCRETION

The Director may utilize his/her discretion to deviate from the cancellation policies contained herein on a case-by-case basis as circumstances may dictate. *Applies to all cancellation policies outlined herein Exhibit “A.”*

MISCELLANEOUS FEES **FEE**

Film Permit (Per Day) \$500.00
Spokane County Parks’ facilities provide scenic backdrops and a variety of locations to shoot commercials, TV shows, and movie scenes. It is recognized that these events fall outside of a typical special event, as filming often requires exclusive use of a facility with the ability to prevent the public from walking onto a “set.”

Metal Detector Permit \$10.00
This permit is good for one year from date of purchase.