

Exhibit “A”

2018 Spokane County Parks Facility Use Fees
(All fees are General Fund revenues – Fund 010)



ALL FEES INCLUDE APPLICABLE TAXES UNLESS NOTED.

CAMP CARO LODGE

Spokane County
PARKS, RECREATION AND GOLF

All fees are per day unless otherwise specified.

	WEEKDAY (M – TH) RATE	WEEKEND (F – SU) RATE
REGULAR LODGE RENTAL	\$250.00	\$500.00
<i>Lodge rental only. 75-person maximum capacity if renting the lodge only. Includes alcohol endorsement.</i>		
EVENT PACKAGE “A”	\$450.00	\$700.00
<i>Includes one day lodge rental, use of outdoor park space, and alcohol endorsement.</i>		
ADDITIONAL CONSECUTIVE DAY	\$125.00	\$125.00
<i>Maximum of three additional days per event unless authorized by the Director.</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 45 days or more prior to the rental date, the full rental fee will be refunded less a \$100.00 cancellation fee.
- If notification of a cancellation is received from the Renter less than 45 days prior to the rental date, 100% of the rental fee will be retained unless the date is successfully rebooked.* If successfully rebooked, 100% of the rental fee will be refunded less a \$100 cancellation fee.

*If renting multiple consecutive dates, only one of those dates needs to be rebooked to allow for a full refund less cancellation fee.

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

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

All fees are per person, per day unless otherwise specified on a seasonal basis.

<u>REGULAR</u>	\$2.00
<u>NOT-FOR-PROFIT GROUPS</u>	\$1.00*

Discounted entry fee is only available to registered non-profit groups (e.g. 501c3) when an [online group use form](#) is submitted to the department with a minimum 14 days' advanced notice. Staff may request proof of not-for-profit status. 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. **This discount does not apply to special events and / or shelter rentals at Liberty Lake Regional Park.*

<u>CHILDREN</u> <i>Ages 5 and under</i>	FREE
<u>FAMILY SEASON PASS</u> <i>Up to 6 family members</i>	\$50.00

SPECIAL EVENT GROUP ENTRY FEE CHARGE**

0-40 PEOPLE	\$40.00
41-80 PEOPLE	\$80.00
81-160 PEOPLE	\$160.00
161-240 PEOPLE	\$240.00
241+ PEOPLE	\$320.00

****All special events and shelter rentals scheduled to occur during the park summer season (typically Memorial Day Weekend through Labor Day Weekend) within Liberty Lake shall be subject to the Special Event Group Entry Fee Charge at the time the shelter / space is reserved.**

CAMPING RATES (OFFERED SEASONALLY AT LIBERTY LAKE)**FEE**

All fees are per night unless otherwise specified. Please note: 2017 rates will be honored for camping / cabin reservations that have been booked for 2018 prior to the adoption of the 2018 Fee Schedule (e.g. a R.V. reservation booked in September 2017 for July of 2018 will be charged a rate of \$32 per night – the 2017 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 <i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>	\$22.00	\$25.00	\$28.00
R.V. SITE	\$30.00	\$35.00	\$40.00

<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
ASPEN & BIRCH CABINS	\$54.00	\$59.00	\$64.00
<i>Includes park entry fees for four (4) people and one (1) motor vehicle per site.</i>			
TAMARACK & SPRUCE CABINS	\$64.00	\$74.00	\$84.00
<i>Includes park entry fees for six (6) people and one (1) motor vehicle per site.</i>			
WHITETAIL CABIN	\$99.00	\$109.00	\$119.00
<i>Includes park entry fees for eight (8) people and two (2) motor vehicles per site.</i>			
GROUP CAMPSITE	\$36.00	\$45.00	\$50.00
<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	\$7.00	\$7.00	\$7.00
<i>Per Reservation</i>			

FIREWOOD	\$5.00	\$5.00	\$5.00
<i>Per Bundle</i>			
PET FEE	\$15.00	\$15.00	\$15.00
<i>Maximum of two (2) pets per cabin reservation. No pets are allowed in the Whitetail Cabin except documented service animals.</i>			
LOST KEY REPLACEMENT	\$25.00	\$25.00	\$25.00
<i>Per Key</i>			

HOLIDAY RATE is applicable on the following nights: Memorial Day 5/26-5/28, Fourth of July 7/4 – 7/7, 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 first night’s stay (i.e. check-in) the \$7 reservation fee will be retained by Spokane County and all other funds will be refunded.
- If notification is received from the Reservation Holder 2 to 13 calendar days prior to the first night’s stay (i.e. check-in) Spokane County will retain the \$7 reservation fee and 50% of the total reservation bill will be refunded.
- If notification is received from Reservation Holder less than 2 calendar days prior to the first night’s stay (check-in), no refund shall be provided for the subject reservation.

*Please note: If the Reservation Holder does not provide notification and does not arrive at the campground within 1 calendar day of the first night’s stay (i.e. check-in), Spokane County reserves the right to rebook the Reservation Holder’s site.

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 Liberty Lake Regional Park campground with a goal of increased facility usage.

AQUATIC FACILITY RATES **FEE**

All fees are per person unless otherwise specified.

NORTH SIDE AND SOUTH SIDE AQUATIC FACILITIES

Adults and Youth \$ 5.00
Ages 6 and over

Children <i>Ages 3 to 5</i>	\$ 2.50
Infants and Toddlers <i>Ages 2 and under</i>	Free
Senior <i>Ages 60 and over</i>	\$ 4.00

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, 25-45 min/lesson) \$40.00
-\$5.00 discount for each additional family member registered for swim lessons during the same 2-week session. Lesson time determined by level.

Private Swimming Lesson (2 days a week for 2 weeks, 30 min/lesson) \$90.00
-Subject to staff availability.

Private Group Swimming Lesson (2 days a week for 2 weeks, 30 min/lesson) \$60.00
-Subject to staff availability.

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.

SWIM LESSON MAKE-UP POLICY

- Spokane County may need to cancel swim lessons due to unforeseen circumstances such as inclement weather, water quality or mechanical difficulties. For this reason, Fridays shall be held in reserve to provide "make-up" swim lessons. The County will be prepared to offer up to one additional class session (make-up lesson) per person per week, regardless of the number of cancellations that may have occurred. Every effort shall be taken to provide the make-up lesson at the same time of day as the lesson that was cancelled. Swim instructors may vary. Make-up lessons shall ONLY be offered in the event classes are cancelled by Spokane County due to unforeseen circumstances.

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

PASS REPLACEMENT FEE

<i>Applies to all passes sold by County Parks</i>	\$10.00
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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.).

Please note: All special events held at Liberty Lake Regional Park from Memorial Day Weekend through Labor Day Weekend shall be subject to the Special Event Group Entry Fee (See pg. 2 herein).	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>		
LIBERTY LAKE SPECIAL EVENT GROUP ENTRY FEE CHARGE**		
0-40 PEOPLE		\$40.00
41-80 PEOPLE		\$80.00
81-160 PEOPLE		\$160.00
161-240 PEOPLE		\$240.00
241+ PEOPLE		\$320.00
**All special events and shelter rentals scheduled to occur during the park summer season (typically Memorial Day Weekend through Labor Day Weekend) within Liberty Lake shall be subject to the Special Event Group Entry Fee Charge at the time the shelter / space is reserved.		
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.**

Please note: “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 may be 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

<u>Film Permit (Per Day)</u>	\$500.00
<i>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.”</i>	
<u>Metal Detector Permit</u>	\$10.00
<i>This permit is good for one year from date of purchase.</i>	