



**CITY OF SPOKANE PARK BOARD  
RIVERFRONT PARK COMMITTEE**

4 p.m. Monday, October 9, 2023  
Pavilion Conference Room/WebEx teleconferencing  
Jonathan Moog – Riverfront Park Director

**Committee Members:**

- X Gerry Sperling – Chair
- X Kevin Brownlee
- Doug Kelley – Absent/Excused
- X Hannah Kitz

**Park Board:**

**Parks Staff:**

- Amy Lindsey
- Rhett McCall
- Jonathan Moog
- Jacob Vandenberg

**Summary**

- The following item was approved for recommendation to the Park Board:
  - 2024 Riverfront Spokane fees and charges
- The following items were presented as information items:
  - Park Ranger 24-hour Service
  - Zipline update
- September 2023 operations report was presented by Jonathan Moog

The next regularly scheduled Riverfront Park Committee meeting is set for 4 p.m. November 6, 2023, in the Pavilion conference room, Riverfront Park, and virtually via WebEx.

## Minutes

The meeting was called to order at 4:00 p.m. by committee chair Gerry Sperling.

**Public comment:** None

### **Action Items:**

- A. **2024 Riverfront Spokane fees and charges** – *Jonathan Moog* presented. There are no proposed changes for Attractions rates. The proposed changes are to bring event and rental prices in line with comparable venues in the region.
- **Motion #1** – Gerry Sperling moved to recommend the 2024 Riverfront Spokane fees and charges

Kevin Brownlee seconded.

The motion passed with unanimous consent (3-0 vote). It is proposed to place this as a regular action item on the agenda for the October 12 Park Board meeting.

### **Information Items:**

- A. Park Ranger 24-hour Service – *Jacob Vandenberg* presented. Interim Park Ranger Supervisor Vandenberg shared the successes and some statistics of the program operating 24 hours a day through the summer.
- B. Zipline update – *Jonathan Moog* presented. Jon shared that the committee had approved the one bidder on the project to move forward with an initial contract, which is in process.

### **Standing Report Items:**

- A. September 2023 Operations Report – *Jonathan Moog* presented. Highlights included: 1) Discounted Unlimited Ice Passes are for sale through November 17<sup>th</sup>; 2) an annual pass encompassing all attractions year round is in the works and hopes to launch before the holidays; 3) Pig Out in the Park brought Riverfront into September; 4) the Modest Mouse/Pixies concert was the largest of the concert season in both attendance and sales, and utilized the technology to sync the light blades with the performance; 5) the Submission Challenge Brazilian Jiu Jitsu Tournament was held in the Pavilion amphitheater with the closing matches being a ticketed event under the Pavilion lights (this event showcased the flexibility of the Pavilion for different types of use); and 6) Fall Fest closed out the month in partnership with River Park Square and the DSP, having a larger footprint downtown.

**Adjournment:** The meeting was adjourned at 5:33 p.m.

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# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Riverfront Park	<b>Committee meeting date:</b> October 9, 2023	
<b>Requester</b>	Jonathan Moog	<b>Phone number:</b> 509-625-6243	
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
<b>Type of contract/agreement</b>	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)			
<b>Master Plan Goal, Objective, Strategy</b> <small>(Click <a href="#">HERE</a> for link to the adopted plan)</small>	Goal L, Objective 1	<b>Master Plan Priority Tier:</b> <small>(pg. 171-175)</small>	First Tier
<b>Item title:</b> (Use exact language noted on the agenda)	2024 Riverfront Spokane Fees and Changes		
<b>Begin/end dates</b>	Begins:	Ends:	<input checked="" type="checkbox"/> 06/01/2525
<b>Background/history:</b> Riverfront Spokane provides public attractions and venues for rent to third party event organizers. Fees collected from these activities count towards the cost recovery of providing and maintaining venues and attractions for the community. Discounts are available to qualifying groups. New fee and charges would be go into affect upon approval from the Park Board.			
<b>Motion wording:</b> Approve 2024 Riverfront Spokane fees and charges			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting Parks – Sarah Deatrich Requester: Jonathan Moog Grant Management Department/Name:			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: NA    Budget code: NA			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> UBI: _____ Business license expiration date: _____ <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			



## 2024 Attractions Rates

Attraction	2023 Fees <sup>1,3</sup>	2024 Fees <sup>1,3</sup>	Change
<b>The Ice</b>			
Adult Admission	\$9.95	\$9.95	NC
Child Admission (12 & Under)	\$6.95	\$6.95	NC
Skate Rental	\$6.95	\$6.95	NC
Field Trip (Adm, rental) <sup>4</sup>	\$9.95	\$9.95	NC
Adult Unlimited Pass	\$38.95	\$38.95	NC
Child Unlimited Pass (Ages 3-12) <sup>2</sup>	\$27.95	\$27.95	NC
Skate Rental Add-on for UP	\$18.95	\$18.95	NC
<b>Spider Jump</b>			
3 minutes	\$8.95	\$8.95	NC
5 minutes	\$11.95	\$11.95	NC
<b>Skyride</b>			
Adult Admission	\$12.95	\$12.95	NC
Child Admission (ages 3-12) <sup>2</sup>	\$8.95	\$8.95	NC
<b>Skate Ribbon</b>			
Skate Ribbon admission	Free	Free	NC
Helmets & Pads	Free	Free	NC
Roller Skate Rental (1-Hr)	\$5.95	\$5.95	NC
Scooter Rental (1-Hr)	\$7.95	\$7.95	NC
Pedal Kart Rental (30-Mins)	\$8.95	\$8.95	NC
Pedal Kart Rental (1-Hr)	\$12.95	\$12.95	NC
<b>Looff Carrousel</b>			
Single Ride	\$3.25	\$3.25	NC
Unlimited Ride Day Pass <sup>4</sup>	\$7.95	\$7.95	NC
<b>Value Pass<sup>4</sup></b>			
<u>Winter Pass</u> includes Ice skate admission with rental, Skyride, and unlimited carrousel rides.			
<u>Summer Pass</u> includes Skate or Scooter rental, 3-min spider jump, SkyRide, & unlimited Carrousel rides.			
Adult - Winter Value Pass	\$28.95	\$28.95	NC
Child - Winter Value Pass	\$23.95	\$23.95	NC
Adult - Summer Value Pass	\$28.95	\$28.95	NC
Child - Summer Value Pass	\$25.95	\$25.95	NC
<b>Parking<sup>4</sup></b>			
First Hour	\$4.00	\$4.00	NC
Additional Hr	\$1.00	\$1.00	NC
Special Event Rate	\$15.00	\$15.00	NC
Early Bird (M-F, before 9am to 6pm)	\$3.00	\$3.00	NC
Maximum Daily Rate <sup>5</sup> (6am to 12am)	\$15.00	\$15.00	NC
Fine	\$35	\$35	NC
<b>Discounts</b>		<b>Footnotes</b>	
<p>* 10% General Discount for Military Veterans and Active Duty, Seniors (65+) and AAA</p> <p>* 15% Group discount for purchase of 10 or more of same ticket type.</p> <p>* Discount upto 50% or BOGO may be offered to general public as part of planned activation or promotion of park, program and/or attraction.</p>		<p>1. Proposed fees are effective upon Park Board Approval</p> <p>2. Children 2 and under are free</p> <p>3. Prices do not include, where applicable, Sales (9.0%) and Admission tax (5%)</p> <p>4. Discounts not available</p> <p>5. Not applicable during special event days. Special event rate supercedes all other rates</p>	



## 2024 Special Event Fees and Charges

Facility	Duration <sup>4</sup>	2023 Fees		2024 Fees		Change
Clock Tower Meadow	4-Hours	\$650		\$700		\$50
	Day	\$1,200		\$1,300		\$100
Red Wagon Meadow	4-Hours	\$450		\$450		NC
	Day	\$750		\$750		NC
Tribal Gathering Place	4-Hours	\$425		\$425		NC
	Day	\$700		\$700		NC
Butterfly Plaza	4-Hours	\$300		\$300		NC
	Day	\$500		\$500		NC
Sister Cities Garden	4-Hours	\$450		\$450		NC
	Day	\$750		\$750		NC
East Havermale (site)	4-Hours	\$1,250		\$1,250		NC
	Day	\$2,175		\$2,175		NC
Lilac Bowl	4-Hours	\$750		\$750		NC
	Day	\$1,300		\$1,300		NC
Forestry Shelter & Lawn	4-Hours	\$400		\$400		NC
	Day	\$750		\$750		NC
Havermale Point	4-Hours	\$500		\$500		NC
	Day	\$800		\$800		NC
South Gateway (site)	4-Hours	\$900		\$900		NC
	Day	\$1,500		\$1,500		NC
Rotary Fountain Plaza	4-Hours	\$400		\$400		NC
	Day	\$625		\$625		NC
Locust Lawn & Lane	4-Hours	\$400		\$400		NC
	Day	\$700		\$700		NC
Looff Plaza	4-Hours	\$400		\$400		NC
	Day	\$625		\$625		NC
Looff Carrousel (full bldg) <small>*Door Attendant Included</small>	4-Hours	\$1,700		\$1,700		NC
Event Rooms - 3 available	4-Hours	1 room	\$300	1 room	\$300	NC
		2 rooms	\$450	2 rooms	\$450	NC
		3 rooms	\$600	3 rooms	\$600	NC
Looff Patio	4-Hours	w/o room	\$270	w/o room	\$270	NC
		w/ room	\$170	w/ room	\$170	NC
Numerica Skate Ribbon <small>*Door Attendant Included</small>	4-Hours	Apr-Sep	\$1,500	Apr-Sep	\$1,500	NC
		Nov-Feb	\$4,500	Nov-Feb	\$4,500	NC
Event room (combined)	4-Hours	\$300		\$300		NC
Patio	4-Hours	\$275		\$275		NC
snx <sup>w</sup> mene?.	4-Hours	\$550		\$550		NC
	Day	\$975		\$975		NC
Amphitheater	4-Hours	\$300		\$300		NC
	Day	\$500		\$500		NC
Lawn	4-Hours	\$300		\$300		NC
	Day	\$500		\$500		NC
Inspiration Point	4-Hours	\$250		\$250		NC
	Day	\$400		\$400		NC
<b>Bridges</b>						
North Channel Bridge	4-Hours	\$350		\$350		NC
	Day	\$600		\$600		NC
Orange Bridge	4-Hours	\$600		\$650		\$50
	Day	\$1,000		\$1,100		\$100
Blue Bridge	Not available	Not Available		Not Available		NC
Lou Barbieri Bridge	Not available	Not Available		Not Available		NC
King Cole Bridge	Not available	Not Available		Not Available		NC
<b>Park Shelters</b>						
North Bank Shelter	4-Hours	\$400		\$500		\$100
	Day	\$750		\$900		\$150
Forestry Shelter and Lawn	4-Hours	\$400		\$400		NC
	Day	\$750		\$750		NC



## 2024 Special Event Fees and Charges

Facility	Duration <sup>4</sup>	2023 Fees	2024 Fees	Change
<b>Central Promenade</b>				
Central Plaza & Central Promenade	4-Hours	\$750	\$750	NC
	Day	\$1,300	\$1,300	NC
<b>Parking Lots, Pathways, other</b>				
Walks/Runs using Pathways	Day	\$250	\$500	\$250
- w/additional venue rental		Not Available	\$350	New
No Fuss 1-hr Outdoor Ceremony	1-hour	\$150	\$150	NC
Parking Space - Single	Day	Not Available	\$22	New
Lincoln Lot	Day	Not Available	\$1,000	New
Cataldo Lot	Day	Not Available	\$1,000	New
Washington Lot	Day	\$3,000	\$3,000	NC
Washington St Couplet Lawn	4-Hours	\$300	\$300	NC
	Day	\$500	\$500	NC
<b>Pavilion</b>				
U.S. Pavilion (Ticketed) <small>stage and spaces below</small>	Includes Day	\$7,500 <sup>1</sup>	\$8,250	\$750
U.S. Pavilion (Non-Ticketed) <small>stage and spaces below</small>	Includes Day	\$8,000	\$8,800	\$800
<b>Pavilion Spaces (seperately priced)</b>				
Public Lobby	4-Hours	\$550	\$600	\$50
	Day	\$975	\$1,100	\$125
	<i>Outdoor add-on</i>	Not Available	\$200	New
Expo Meeting Room	4-Hours	\$300	Not Available	
	Day	\$525	\$600	\$75
	Hourly (2 hr. Min)	Not Available	\$150	New
74 Meeting Room	4-Hours	\$300	Not Available	
	Day	\$525	\$600	\$75
	Hourly (2 hr. Min)	Not Available	\$150	New
Sky Room	4-Hours	\$550	\$550	NC
	Day	\$975	\$975	NC
Green Rooms 1 & 2	4-Hours	\$250	\$250	NC
	Day	\$450	\$450	NC
Garco Terrace <small>(Special Restructions apply)</small>	4-Hours	\$500	\$500	NC
	Day	\$875	\$875	NC
South Terrace	4-Hours	\$300	\$300	NC
	Day	\$525	\$525	NC
North Terrace	4-Hours	\$300	\$300	NC
	Day	\$525	\$525	NC
Service Yard	4-Hours	\$500	\$500	NC
	Day	\$875	\$875	NC
Pavilion Ampitheater <small>(stage rental included, additional fees transport and labor required)</small>	Day (ticketed)	\$5,150 <sup>1</sup>	\$5,700	\$550
	Day (non-ticketed)	\$5,400	\$5,900	\$500
<b>Wedding Packages</b> <small>(includes area rental, cermony chairs, set-up fee, fencing, attendents, tables, skirting, event signs)</small>				
Looff Carrousel- Full Rental (Jun-Oct)		Not Available	\$2,400	New
Looff Carrousel- Full Rental (Nov-May)		Not Available	\$2,800	New
Looff Carrousel (Event Rooms + Patio)		Not Available	\$1,300	New
Pavilion Lobby, 4-hrs		Not Available	\$1,400	New
Pavilion Lobby, 8-hrs		Not Available	\$1,800	New
Pavilion, Full House		Not Available	\$9,200	New
Pavilion, Sky Room		Not Available	\$1,200	New
Outdoor		Not Available	\$650	New



## 2024 Special Event Fees and Charges

Facility	Duration <sup>4</sup>	2023 Fees	2024 Fees	Change
<b>Birthday Packages</b>				
(Each party includes applicable unlimited admission for event and 2.5-hr rental)		Event Attendees		
Numerica Skate Ribbon, 2-Room	1 to 15	\$250	\$300 Ice / \$200 Skate	\$50 / (\$50)
- <i>Additional Skaters</i>		NA	\$9.95 Ice / \$4.95 Skate	New
Loeff Carrousel, 1-room	1 to 24	\$225	\$250	\$25
Loeff Carrousel, 2-room	24 to 48	\$325	\$350	\$25
Loeff Carrousel, 3-room	49 to 72	\$425	\$475	\$50
North Bank Shelter	1 to 50	\$250	\$250	NC
Additional Hour		\$50	\$50	NC
<b>Vendor Space Fee</b>				
(Fee charged to vendors when Riverfront hosts an event. May substitute fee for 10% gross receipts with written agreement; whichever is greater)		Event Attendees		
Small Event	0-500	\$200	\$250	\$50
Medium Event	501 - 1000	\$300	\$350	\$50
Large Event	1001+	\$400	\$450	\$50
<b>Food &amp; Beverage Vendor Impact Fee</b>				
(Not available for discount, applied once per event)		Vendors		
Small Event	0 to 10	Not Available	\$0	New
Medium Event	11 to 20	Not Available	\$200	New
Large Event	21+	Not Available	\$500	New
<b>Additional Rentals</b>				
40x40 Stage	Day	\$5,000 (Day 1) \$2,000 (Per day thereafter)	\$6,000 (Day 1) \$2,500 (Per day thereafter)	\$1000 / \$500
(Special requirements apply, no rental charge for set-up and break-down)				
Room Reset Fee (as applicable)	Event	\$50	\$50	NC
86" Monitor, camera, operator	Event	Not Available	\$500	New
A- Frame (blank)	Event	\$5	\$5	NC
Cord Covers 3'	Event	\$10	\$10	NC
4' Round Dining Height Seats 4	Event	\$10	\$10	NC
5' Round Dining Height Seats 8	Event	\$10	\$10	NC
6' Rectangle Banquet Table	Event	\$10	\$10	NC
8' Rectangle Banquet Table	Event	\$10	\$10	NC
3' Round Cocktail Height	Event	\$10	\$10	NC
3' Round Patio table w/ 4 Chairs	Event	\$20	\$20	NC
Table Skirting	Event	\$5	\$5	NC
5' Plastic Folding Table	Event	\$8	\$8	NC
6' Plastic Folding Table	Event	\$8	\$8	NC
Plastic Folding Chairs	Event	\$2	\$2	NC
Plastic Non-Folding Chairs	Event	\$2.50	\$2.50	NC
Padded Folding Chair	Event	\$2.50	\$2.50	NC
Podium	Event	Not Available	\$50.00	New
Black Stanchion (9ft Length)	Event	\$8.00	\$8.00	NC
Extension Cord	Event	\$20	\$20	NC
PA System w/Wireless Mic	Event	\$200	\$200	NC
Rustic Picnic Table w/2 benches	Event	\$20	\$20	NC
Spider Box	Event	\$125	\$125	NC
Event Fence Section (8x3.5ft)	Event	\$12	\$12	NC
Event Fence Section (6x10ft)	Event	\$15	\$15	NC



## 2024 Special Event Fees and Charges

Facility	Duration <sup>4</sup>	2023 Fees	2024 Fees	Change
<b>Discounts</b>		<b>Footnotes</b>		
<p>Largest qualifying discount will be applied. Multiple discounts may not be applied with exception of 10% discount for multi-year agreements.</p> <p>1. <u>Community Event<sup>2</sup> Discounts</u></p> <p style="padding-left: 20px;">*30% Event is free and open to the public; OR,</p> <p style="padding-left: 20px;">*25% Public fundraiser (fun run, entrance fees, etc.); OR,</p> <p style="padding-left: 20px;">*15% Nonprofit Private Event (New Discount)</p> <p>2. 50% Discount off of facility rates for new events to Riverfront Park/Pavilion. Applied to first event only and requires 3-year agreement.</p> <p>3. 75% Multi-Day Discount - Event reservations greater than four days. Each day after four receives the discount.</p> <p style="padding-left: 100px;">4.</p> <p>Additional 10% for event with a min 3 year agreement.</p>		<p>1. Flat rate or 10% of gross gate receipts, per performance, whichever is greater.</p> <p>2. Community Performance/Event – Events that are promoted or sponsored by a Civic, Educational, Religious or Charitable group or organization within the State of Washington. The group must hold a City of Spokane business license (unless exempt by SMC regulations)</p> <p>3. Commercial Performance/Event – Defined as public or private sector (excluding city agency or nonprofit organization).</p> <p>4. 4-hour and full day (6am-Midnight) rates are inclusive of move-in and move-out periods for events.</p>		