

**Schedule “B”
To Bylaw No 8227, 2009**

B – 2

COMMUNITY SERVICES

Fees and Charges for Community Arenas

Effective: May 1st, 2009 until April 30th, 2014.

B-2(a)

Community Arenas Definitions, Terms and Conditions

Event and Activity Definitions:

Recreation Activities

Includes a variety of local participatory leisure pursuits such as hockey, figure skating and lacrosse where participation is the main purpose of the rental. These activities may be pre-empted. Includes regular season games and practices.

Level of service – dressing room access for 30 minutes prior, during and 30 minutes after a rental; one fifteen minute flood per 90 minutes of use; in house sound system

Recreation Events – Secured Dates/Non Exclusive

Includes recreation/sport competitions, tournaments or test days. The events in this category will not be pre-empted after the contract is signed and deposit paid except for Spruce Kings Play-off games in the Coliseum. Rental rates include start to finish times including all flood times. Rental space includes the ice/ dry floor arena, the dressing rooms; and access to the seating area. The user group may levy admission charges, however, the cost of administering the control of admission will be a responsibility of the user and shall be consistent with our Ticketmaster contract. Other groups may be booked into the arena prior to or after the non-exclusive event each day.

Level of service – up to two operations staff, score clock, dressing room access for 30 minutes prior, during and after a rental; one 15 minute flood per 90 minutes of use; in house sound system. The concourse may be set up for in-house furniture and fixtures as part of rental. All other equipment is available at external rental charges. Additional required services or spaces such as net pegging, cleaning, damage deposits, security, first aid, host services, electrical hook-ups, parking control and meeting rooms will be added as additional charges. No changes to existing venue advertising. Banners permitted with prior written approval.

Recreation Events – Secure and Exclusive

This category is designed for events that require exclusive use of a facility. This category is generally applicable to major provincial or national competitions and any event that needs a higher level of service and require exclusive use of the venue. It generally

includes all public and meeting room spaces within a building. Once the contract is signed and a deposit made the dates are secured.

Level of Service – Dependent on event demands. All venue furniture and fixtures included. Additional equipment required will be charged as an external equipment charges. Additional charges may be charged for event set-up and event service or cleaning above regular standards. Set up day and tear down at half-day rates. There may be a restriction in available set up and take down days. Advertising covering; ice preparation; ticket takers, security and spectator first aid (can include volunteers), electrical hook ups, traffic control charged additionally. All ticketing will be done through Ticketmaster.

Performance and Trade/Consumer Show Events

Events are primarily spectator focused such as concerts, circuses, tradeshow, major junior sports competitions and rodeos. Dates are secure once contract is signed and deposit paid. Tentative booking procedures apply.

Additional cleaning or set up charges may be applied. All venue furniture and fixtures included. Additional equipment required will be charged as an external equipment charges. Additional charges will be levied for event set-up and event service above regular standards. Set up day and tear down at half-day price. There may be a restriction in available set up and take down days. Event rates for promoters apply. All ticketing will be done through Ticketmaster.

Major Tenant (Summer Ice use)

A major tenant is a renter that commits to a rental of a minimum of eight consecutive hours per day for five consecutive days per week during Summer Ice Season. A major tenant is entitled to a discount of 10% of their rental rate for summer ice use. The discount is effective until May 1, 2008 only. A commitment from a major tenant is required 30 days prior to the City installing ice for summer rentals. Priority for scheduling will be given to major tenants.

Minor Tenant (Summer Ice Use)

A minor tenant is a renter that commits to less than a minimum of eight consecutive hours per day for five consecutive days per week during Summer Ice Season. There is no additional discount for these bookings. The City of Prince George reserves the right to cancel such bookings if combined daily bookings do not reach an equivalent of a minimum of eight hours per day. Eight hours per day for five days per week is required before ice will be installed for summer rentals. Priority for scheduling will be given to major tenants (summer ice use).

Rate Definitions:

Standard Rate

This rate is applied to all bookings. All Conferences, Conventions, and/or Tradeshow Events are charged the standard rate.

Discount Rate

A discount rate is available to any Prince George based not-for-profit group, charitable organization or registered society with the primary purpose of community service where the local community is the beneficiary. Includes City of Prince George Departments and Committees of Council. Organizations are not eligible for this rate when hosting conferences, conventions and/or tradeshows.

Recreation - Hourly Rates and Recreation Events – Secure/Non exclusive

Hourly rates are used for recreational activities and Recreation Events – Secure/Non exclusive.

Regular Ice Season: September 1 – March 31

Spring Ice: April 1 – April 30

Summer Ice: May 1 – August 31

Effective May 1, 2008 all regular season, spring ice and summer ice rates will be the same.

Recreation Events – Secure and Exclusive and Performance and Trade/Consumer Show Events

Daily rates apply.

Non Prime Time - 8:00 am – 3:00 PM on weekdays from October 1 – March 31, on days that School District #57 is in session for elementary and/ or secondary students only. This definition does not apply to any rentals for special events.

Youth Rental Rates

When 100% or more of participants are 18 year or younger, the youth non-profit rate will apply in the Recreation Activity Hourly rental categories. Recreation Youth Non-Profit rates include all times from start to finish of booking including flood times in arenas.

Event Rates - Promoter

This applies to all Recreation Events – Secure and Exclusive and Performance and Trade/Consumer Show Events that a business or organization or agency produces, have ticketed admission and the proceeds generated are not 100% directed to a Prince George based registered charity under Revenue Canada. These rates are the standard rate versus 14% of gross ticket revenue. The gross ticket revenue may have an upper limit set as approved by the Director of Leisure Services or his designate.

Event Rates - Negotiations

The Director of Leisure Services or his designate may negotiate rental rates lower than those rates outlined in this bylaw when the hosting of an event in a City of Prince George facility may generate substantial event tourism dollars for the community at large.

Facility Fee

This applies to all major special event rentals that a business or organization or agency produces, that have ticketed admission. A fee of up to \$1.00 per ticket may be added to the service charge and is payable by the spectator.

Set up / Take Down Rates

Customer event setup and take down rates are 50% of the appropriate rental rate. The City reserves the right to charge set up and take down rates to space that is not available for other use due to extensive facility preparation for customer requirements.

School District #57 Rental Rates School District #57 sponsored events will be charged staff labour and benefit cost versus the applicable discount rate, whichever is less plus additional charges.

Statutory Holidays Rates

Facilities are closed on all statutory holidays as defined in the collective agreement with CUPE Local 1048. Customers wishing to rent on a statutory holiday will be charged additional staff labour and benefits costs. Each booking must be a minimum of two hours.

Actual Staff Costs

Additional charges, which are, listed as actual staff costs are calculated at the union rate for the specific hours worked plus all employee benefits such as including accrual costs. Staff costs for planned overtime will be calculated at the applicable overtime rate plus employee benefits.

Terms and Conditions:

Liability Insurance

All user groups of City facilities are required to hold liability insurance of \$2,000,000.00 with the City of Prince George as an additional named insured on the policy. Host Liquor Liability insurance is required for rentals where the licensee is holding a special occasion licence.

Damage / Cleaning Deposits

A damage deposit not greater than \$1500.00, payable prior to any event may be required upon signing of the applicable contract. This is also required for anticipated cleaning requirements above normal use.

First Aid and Security Requirements

First Aid and security costs for events where public use of the facility requires these services will be coordinated by the City and charged to the user.

Tentative Booking Procedures

Tentative bookings will be held without a deposit until another request for the same space is received.

At the time of the 2nd request the 1st tentative booking will be notified and given 3 business days to confirm or cancel the booking.

Confirmation will require a 25% non-refundable deposit of the space rental only. When a "second hold" obtains a space rental under this procedure, they will be required to pay a 25% non-refundable deposit. All bookings will be based on appropriate Space Allocation Policies.

Payment

Payment is accepted by cash, cheque made payable to the City of Prince George, Visa and MasterCard and or debit card. If the licensee neglects to sign the contract agreement or pay the full facility rental, the licensee may be denied access to the facility. Interest on outstanding invoices will be charged at 1.5% net thirty days, compounded monthly. (18% per annum)

Payment – Recreation Activities

Level 1 Clients

Grandfather clause: all existing users which book designated ice time for an entire season and that historically have paid within 30 days, into this category. This level requires the client to make full monthly payment (less paid deposits) by the fifteenth day of the following month. Should a group on this list not make full payment within the required period, and are sent payment reminder invoices three times over eighteen months, they will be moved down to the next level.

Level 2 Clients

Existing clients with good credit history who for whatever reason, were unable to pay in full within 30 days after their first reserved date will be put into this level. This requires the client to pay 7 days in advance of their first reserved date. Clients who maintain this payment system for 18 months shall be moved into Level 1. Should a client on this list not make full payment seven days in advance and are sent a payment reminder invoices three times over eighteen months, they will be moved to the Level 3.

Level 3 Clients

Clients that we have no booking history with, whether local or out of town, recreational or commercial, must make full payment 16 days in advance of the first reserved date. Clients who maintain this payment schedule for a period of 18 months from their first event date shall be moved to Level 2 - Clients.

Level 4 - Summer Ice Clients

To ensure we have enough consecutive bookings to warrant installing summer ice, all clients must pay in full 30 days in advance of their first reserved date for summer ice use,

effective 2006. Cancellations from major tenants after this date will only be permitted for hours in excess of eight hours per day and must be made 16 days prior to the use.

Payment - Recreation Events – Secured Dates/Non Exclusive

Full payment of facility rental is due sixteen (16) days prior to the first reserved date. If a reservation is accepted less than 16 days prior to a rental for a rental and where the user does not rent ice on a weekly basis, full payment is required immediately and cheques may not be accepted.

Full payment is refundable if a cancellation has been received sixteen (16) full days prior to the first reserved date. If a cancellation is received with less than sixteen- (16) full days notice a full rental charge will apply. Adjustments to tournaments can be made up to sixteen (16) days prior to the tournament.

Payment – Recreation Events – Secure and Exclusive and Performance and Trade/Consumer Show Events

A non-refundable deposit of 10% of the facility rental is due upon contract signing. Payment of remaining facility rental and fixed additional charges is due thirty (30) days prior to the first reserved date. Full payment minus deposit is refundable if a cancellation has been received thirty (30) days prior to the first reserved date. If a cancellation is received with less than thirty (30) full days notice a full rental charge will apply.

Equipment

Equipment assigned to each facility is included in the fee for each venue. Trade show rentals do not include booth tables and chairs. Requirements for additional equipment such as but not limited to, table, chairs, risers, staging, and audiovisual equipment shall only be made available through an external rental. Equipment assigned to the CN Centre or Civic Center will not be available for use at another venue.

Tickets

Any event selling advance sales of tickets will be required to use the exclusive box office services provided by the City’s box office contractor.

Concessions and Catering

Any event requiring the provision of food will be required to use the exclusive services provided by the City’s food and beverage contractor

Community Arenas Fees and Charges

B-2(b)

Recreation Activities- And Recreation Events – Secured Non Exclusive	Standard Rate	Discount Adult May 1, 2005 - April 30, 2006	Discount Adult May 1, 2006 – April 30, 2007	Discount Adult May 1, 2007 – April 30, 2008	Discount Adult May 1, 2008- April 30,
--	---------------	---	---	---	---------------------------------------

Hourly Rate					2009
Dry Floor	\$110	\$56.50	\$56.50	\$57.50	\$59
Regular Season Ice	\$160	\$124	\$124	\$129	\$133
Non-Prime Ice	\$160	\$ 87	\$99	\$104	\$107
Spring Ice	\$160	\$124	\$124	\$129	\$133
Summer Ice	\$160	\$130	\$130	\$132	\$133

B-2(c)

Recreation Activities And Recreation Events – Secured Non Exclusive – Hourly Rate	Standard Rate	Discount Youth May 1, 2005 - April 30, 2006	Discount Youth May 1, 2006 – April 30, 2007	Discount Youth May 1, 2007 – April 30, 2008	Discount Youth May 1, 2008-April 30, 2009
Dry Floor	\$118	\$ 37.50	\$37.50	\$38.50	\$39.50
Regular Season Ice	\$160	\$ 65	\$65	\$69	\$71
Non-Prime Ice	\$160	\$ 55	\$55	\$55	\$57
Spring Ice	\$160r	\$ 70	\$72	\$72	\$71
Summer Ice	\$160r	\$ 72	\$72	\$72	\$71

B-2(d)

	2008-09 Rate Effective until April, 30 th , 2009	Proposed Increase (%)	Rates Effective May 1 st , 2009 – April 30 th , 2010	Rates Effective May 1 st , 2010 – April 30 th , 2011	Rates Effective May 1 st , 2011 – April 30 th , 2012	Rates Effective May 1 st , 2012 – April 30 th , 2013	Rates Effective May 1 st , 2013 – April 30 th , 2014
Coliseum – Standard Rate	\$1500.00		\$1296.88	\$1345.51	\$1395.97	\$1448.32	\$1502.63
Coliseum – Discount Rate	\$1200.00		\$1037.50	\$1076.41	\$1116.78	\$1158.66	\$1202.11
Kin 1, 2, 3 and Elksentre – Standard Rate	\$1250.00	3.75%	\$1296.88	\$1345.51	\$1395.97	\$1448.32	\$1502.63
Kin 1, 2, 3 and Elksentre – Discount Rate	\$1000.00	3.75%	\$1037.50	\$1076.41	\$1116.78	\$1158.66	\$1202.11

B-2(e)

Program fees	Includes GST	Includes GST
Drop in Hockey	\$8 per admission	\$70 per 10 sessions punch card
Adult summer hockey program	\$110 per person per season	\$1400 per team per season

B-2(f)

	2008-09 Rate Effective until April, 30 th , 2009	Propose d Increas e (%)	Rates Effective May 1 st , 2009 – April 30 th , 2010	Rates Effective May 1 st , 2010 – April 30 th , 2011	Rates Effective May 1 st , 2011 – April 30 th , 2012	Rates Effective May 1 st , 2012 – April 30 th , 2013	Rates Effective May 1 st , 2013 – April 30 th , 2014
Coliseum: Multi- purpose room (70'x21') – Standard Daily Rate	\$160.00	3.75%	\$166.00	\$172.23	\$178.69	\$185.39	\$192.42
Coliseum: Multi- purpose room (70'x21') – Discount Daily Rate	\$120.00	3.75%	\$124.50	\$129.17	\$134.01	\$139.04	\$144.25
Coliseum: Multi- purpose room (70'x21') – Discount Evening Rate	\$60.00	3.75%	\$62.25	\$64.58	\$67.00	\$69.51	\$72.12
Kin Arenas: Activity Lounge – Standard Daily Rate	\$250.00	3.75%	\$259.38	\$269.11	\$279.20	\$289.67	\$300.53
Kin Arenas: Activity Lounge – Discount Daily Rate	\$188.00	3.75%	\$195.05	\$202.36	\$209.95	\$217.36	\$225.51
Kin Arenas: Activity Lounge – Evening Rate	\$94.00	3.75%	\$97.53	\$101.19	\$104.98	\$108.92	\$113.00
Kin 1 Meeting Room	\$50.00	3.75%	\$51.88	\$53.74	\$55.76	\$57.85	\$60.02

B-2(g)

Exhibition Park 7AM – 11PM	Standard Rate	Discount Rate
Race Track & Rodeo Grounds	\$336.00 plus additional charges	\$250.00 plus additional charges
Race Track Area; Use by Pony Racing Assn.		No charge for practice time, which must be booked and contracted in advance, with the Leisure Services Department.
Midways	\$600.00 plus additional charges	
Inner Paved Parking Lot	\$416.00 (or \$1.00 per stall) plus additional charges	\$333.00 plus additional charges
Outer Paved Parking Lot	\$1000.00 (or \$1.00 per stall) plus additional charges	\$800.00 plus additional charges
Outer gravel lot (Off Ospika)	\$500.00 plus additional charges	\$400.00 per day plus additional charges
Sports Centre	\$1000.00 (when renting entire grounds and reserving with 10 months notice)	\$800.00 (when renting entire grounds & reserving with 10 months notice)

B-2(h)

ADDITIONAL SERVICES	COSTS
Electrical Connect/Disconnect	\$ 310.00
Electrical Remaining On Site	\$ 37.50/hour: Monday to Friday 8 AM – 4PM \$ 75.00/hr for all other hours, minimum two hours
Arena Ice Removal/ Replace	actual cost
Arena Glass Removal/ Replace:	
half house:	\$ 515.00
full house:	\$1,030.00
Rink Boards Removal Replace	actual cost
Arena Flooring	actual cost
Bleacher Removal	actual cost
Custodial Charges	actual cost
Local crew labour and rigging, stagehands	actual cost
External Rentals	actual cost plus 25 % administration fee
Statutory Holiday Rates	actual cost
Stage	actual cost (external rentals incur a 25% administration fee)
Host Services	actual cost

Additional Cleaning	actual costs labour plus benefits
Security	actual cost
First Aid	actual cost
Towel Service	\$4.00 per towel
Parking Control	actual cost
Traffic control	actual cost
SOCAN Fees	actual cost
Catering	actual cost
Camping - Exhibition park	\$10.00/day/unit; self-contained units only. No services provided. Charged to Event Licensee. Approved sites only. Includes GST
Bleacher rental	\$30.00 per bleacher per day plus labour and portable crane costs for staff to inspect load in (pick-up) and load out (return). Bleacher use is for events in City of Prince George parks and recreation facilities.

B-2(i)

COMMERCIAL MERCHANDISING FEES	
Sellers provided by promoter	20% of gross sales or as negotiated by Director or designate
Sellers provided by City	30% of gross sales or as negotiated by Director or designate

B-2(j)

AUDIO VISUAL	
Audio Visual Rates	
Overhead Projector	\$18.00
Slide Projector	\$18.00
Television	\$25.00
VCR	\$25.00
Flipchart with Paper and Pen	\$15.00
Extra Paper	\$ 7.00
Portable White Board	No Charge
Portable Projection Screen	\$15.00
Wired Microphone	\$15.00
Wireless Microphone	\$23.00
Laser Pointer	\$10.00
Tape Deck	\$31.00
Electric Screen	\$22.00
Easel/Podium	No Charge
Photocopying	\$.25 per page
Fax – Outgoing	\$ 3.00 up to 5 pages
Fax Incoming	\$.25 per page
Telephone	\$11.00
Radio/phone	Deposit Required

Speaker Telephone	\$16.00
Extension Cords	\$ 6.00
Portable P.A. System with one corded microphone	\$85.50
External rentals	Rental Cost Plus 25% administration fee
Long distance telephone charges	\$100.00 per line includes telephone rental

Prince George Spruce Kings Use of the Coliseum
(As per the CITY OF PRINCE GEORGE COLISEUM LICENCE AGREEMENT with the Prince George Spruce Kings)

Flat Rate Fee:

B-2 (k)

- \$780 for each Spruce Kings' Event from August 1, 2008 until July 31, 2009
- \$800 for each Spruce Kings' Event from August 1, 2009 until July 31, 2010
- \$820 for each Spruce Kings' Event from August 1, 2010 until July 31, 2011
- \$840 for each Spruce Kings' Event from August 1, 2011 until July 31, 2012
- \$860 for each Spruce Kings' Event from August 1, 2012 until July 31, 2013

- \$75 per hour for practice, spring camp ice, hockey school ice and training camp ice from Sept. 1, 2008 until July 31, 2009
- 2009/10 youth rate + \$4 per hour for practice, spring camp ice, hockey school ice and training camp ice from Sept 1, 2009 until July 31, 2010
- 2010/11 youth rate + \$4 per hour for practice, spring camp ice, hockey school ice and training camp ice from Sept 1, 2010 until July 31, 2011
- 2011/12 youth rate + \$4 per hour for practice, spring camp ice, hockey school ice and training camp ice from Sept 1, 2011 until July 31, 2012
- 2012/13 youth rate + \$4 per hour for practice, spring camp ice, hockey school ice and training camp ice from Sept 1, 2012 until July 31, 2013

City's Share of Advertising Revenue:

Rink Boards, Ice Conditioner, On-ice Logos, Back-Lit Canisters and other approved permanent advertising: \$5000.00 per year.

City's Share of Concession Fees:

Upper concession and vending fees:

\$4000.00 per year. Prior to any City of Prince George capital contribution for the purpose of improving the concession or making any capital improvements to concession areas, the City retains the rights to increase the concession fee by letter of agreement.

Exclusive soft drink supplier rights: \$2000.00 per year.

Installation of the on-ice logos: \$1500.00 per year.

Prince George Junior B Lacrosse Association use of the Coliseum

B-2(l)

Practices: Coliseum, Elksentre or Kin Arenas \$37.50 per hour

Games: Coliseum, Elksentre or Kin Arenas \$56.50 per hour (doors open to game end)

Note: this does not include Senior B lacrosse games.

Non-profit Regular Season Users of Kin Center – Rights to sell advertising

B-2(m)

1. Regular season non-profit dry floor and ice users have the non-exclusive rights to sell advertising at the Kin Arenas in locations pre-approved by the City of Prince George pending space availability and a first come first served procedure.
2. Rates are based on a 12-month basis and signs not renewed will be removed after 12 months.
3. Advertising may be covered for special events due to event sponsorship requirements.
4. Non-profit groups selling advertising are exclusively responsible for all costs of making and hanging all signs under the supervision of the Kin Center foreman or designate.
5. Each non profit groups selling advertising may set the rates for such advertising however, they shall not be lower than those set by the city of Prince George.
6. Each group selling advertising shall receive full payment for such advertising and return 20% of the gross sales for all new sales and 25% on all renewals to the City of Prince George.
7. Advertising proofs are subject to approval by the City of Prince George. Liquor and tobacco advertising s not permitted.

Minimum rates

The rates noted do not include GST and the cost of the signs, which are the responsibility of the advertiser. The rates do include sign installation at the facilities. All signs must be made of ¼” chloroplast.

KIN 1

- 8 spaces; 4' X 8' signs; score clock wall; \$500.00
- 4 spaces; 2' X 16' signs; above players' box; \$375.00
- 16 spaces; 4' X 8' signs; north wall directly opposite score clock; \$300.00
- 7 spaces; 3' X 8' signs; top of bleacher/seating area; \$275.00

KIN 2

- 8 spaces; 4' X 8' signs; 4 on each side of score clock; \$375.00

KIN 3

- 2 spaces; 4' X 8' signs; one on each side of score clock; \$275.00
- 6 spaces; 4' X 8' signs; above players box area; \$275.00

ELKSENTRE

- 4 spaces; 4' X 8' signs; 2 on each side of score clock; \$275.00

Ice Resurfacing Machine #1 – Kin Arenas

- 1 space; front; 46" wide X 20" high; decal; \$350.00
- 2 spaces; side; 40" wide X 24" high; decal; \$350.00

Ice Resurfacing Machine #2 – Kin Arenas

- 1 space; front; 36" wide X 20" high; \$275.00
- 2 spaces; sides; 46" wide X 18 " high; \$275.00

Ice Resurfacing Machine – Elksentre

- 1 space; front; 46" wide X 20" high; \$200.00
- 2 spaces; sides; 76" wide X 14" high; \$200.00

Private use of the Arenas

B-2(n)

Community Use Space	
<u>Elksentre - Spruce City Skating Club</u> a) Coaches Room (162 sq ft) b) Locker Room (91 sq ft) c) Sound Booth (66 sq. ft)	No charge
<u>Coliseum – Ringette</u> a) Storage - Dressing Room 4 (75 sq. ft.) b) Storage - Dressing Room 2 (13 sq. ft.)	No charge No charge
<u>Kin Arenas - Minor Hockey</u> a) Office (525 sq. ft.) b) Pop Room (80 sq. ft.) c) Concession (512 sq. ft.) d) Storage - 3 rooms (72 sq. ft. each)	No charge ↓
<u>Kin Arenas - Figure Skating</u> a) Pro Room (80 sq. ft.) b) Music Room (185 sq. ft.)	No charge No charge

Kin Arenas - Recreation Hockey League	No charge
Kin Arenas – Roller Hockey League	No charge
Kin Arenas – Lacrosse	No charge
<u>Coliseum - Speed Skating</u> a) Storage Room	No charge