

ADMINISTRATIVE ORDER NO. 57-26-01-F
of the
City Manager of the City of Eugene

**SETTING SILVA CONCERT HALL, SORENG THEATER AND LOBBY
FEES AND SUPERSEDING THE FEE SCHEDULE ADOPTED BY
ADMINISTRATIVE ORDER NO. 57-24-04-F.**

The City Manager of the City of Eugene finds as follows:

A. Section 2.020 of the Eugene Code, 1971, authorizes the City Manager to determine and set fees and charges to be imposed by the City for services, goods, use of municipal property, and licenses and permits.

B. Pursuant to the above authority, on January 10, 2025, Administrative Order No. 57-24-04-F was issued making the most recent changes to the Silva Concert Hall, Soreng Theater and Lobby fees and adopting an updated Silva Concert Hall, Soreng Theater and Lobby Fee Schedule (“the Fee Schedule”).

C. On January 29, 2026, Administrative Order No. 57-26-01 was issued, ordering that notice be given of the opportunity to submit written comments on my proposal to set new Silva Concert Hall, Soreng Theater and Lobby fees. The Notice specified that comments on the proposed amendments would be received for 15 days from February 5, 2026, the publishing and posting date of the Notice. No comments were received within the time or in the manner described in the Notice.

D. Based on my investigation pursuant to the provisions of Section 2.020 of the Eugene Code, 1971, I find that the fees should be set as proposed. (See Exhibit B to this Order)

E. The unamended Silva Concert Hall, Soreng Theater and Lobby fees adopted by Administrative Order No. 57-24-04-F are incorporated into the Fee Schedule attached as Exhibit A to this Order.

On the basis of these findings, I order that:

1. The Silva Concert Hall, Soreng Theater and Lobby Fee Schedule attached as Exhibit A to this Order is the schedule of fees to be charged for the described services as of the effective date of this Order.

2. The Fee Schedule attached to Administrative Order No.57-24-04-F is superseded by the Silva Concert Hall, Soreng Theater and Lobby Fee Schedule attached as Exhibit A to this Order, as of the effective date of this Order.

Dated and effective this 14 day of May, 2026.

A handwritten signature in blue ink, appearing to be 'JB' or 'JD', with a blue horizontal line underneath.

Jenny Haruyama

Jenny Haruyama (May 14, 2026 08:01:26 EDT)

Jennifer D. Haruyama
City Manager

FEE SCHEDULE FOR SILVA CONCERT HALL, SORENG THEATER, AND LOBBY

(Effective April __, 2026)

1. RENTAL RATES:

	<u>Fees</u>			
	<u>Resident Company</u>	<u>Local Performing Arts</u>	<u>Commercial</u>	<u>Local Promoter/Non-Performing</u>
<u>Silva Concert Hall</u>				
Base Rental Rate	\$2,100 plus 4% of gross sales exceeding \$20,000	\$2,100 plus 4% of gross sales exceeding \$20,000	\$4,400 or 10% of gross sales, whichever is greater	\$4,400 or 10% of gross sales, whichever is greater
Second Performance (same day)	\$1,320 plus 4% of gross sales exceeding \$20,000	\$1,320 plus 4% of gross sales exceeding \$20,000	\$3,200 or 10% of gross sales, whichever is greater	\$3,200 or 10% of gross sales, whichever is greater
Youth Education Rate (through grade 12) <i>*May be eligible for Event Management Fee waiver.</i>	\$1,000	N/A	N/A	N/A
Rehearsal/Load-In/Tech Rate*	\$550 per day	\$2,100	\$4,400	\$4,400
Dark Day Rate	\$550 per day	\$2,100	\$6,000	\$6,000
Audience Attended Dress Rehearsal <i>(Applicable when 100 or more people attend the dress rehearsal)</i>	\$1,020	\$2,100	N/A	\$2,100

1. RENTAL RATES:

	<u>Fees</u>			
	<u>Resident Company</u>	<u>Local Performing Arts</u>	<u>Commercial</u>	<u>Local Promoter/Non-Performing</u>
Non-Ticketed Event	N/A	N/A	\$6,000	\$6,000
Venue Management Fee (VMF)	\$4 per ticket	\$4 per ticket	\$4 per ticket	\$4 per ticket
Event Cancellation	\$1,000 each performance to a maximum of \$2,100 if cancelled 90 days or less prior to scheduled event; plus 5% of gross ticket sales for making refunds, plus any documented reimbursable actual expenses incurred by the Center and related to the cancelled event in addition to standard contract terms	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms
Origination Fee for Commercial Filming <i>(Applies to renter recording performance for commercial use and not archival purposes)</i>	No charge	No charge	\$5,000 per event	\$5,000 per event
<u>Soreng Theater</u>				
Base Rental Rate	\$550 per event. Includes basic sound and standard lighting.	\$550 per event	\$1,330	\$1,330

1. RENTAL RATES:

	<u>Fees</u>			
	<u>Resident Company</u>	<u>Local Performing Arts</u>	<u>Commercial</u>	<u>Local Promoter/Non-Performing</u>
2 nd Performance (same day)	\$400 (in which 2 nd performance is on the same day)	\$400 (in which 2 nd performance is on the same day)	N/A	N/A
Youth Education Rate – (through grade 12) <i>*May be eligible for VMF waiver.</i>	\$215 per performance	\$215 per performance	N/A	N/A
Rehearsal/Load-In/Tech Rate*	\$195 per day	\$195 per day	\$625 per day	\$625 per day
Dark Day Rate	\$195 per day	\$195 per day	\$2,000 per day	\$2,000 per day
Non-Ticketed Event	N/A	\$550	\$2,000	\$2,000
Event Management Fee (EMF)	\$4 per ticket	\$4 per ticket	\$4 per ticket	\$4 per ticket
Event Cancellation	\$545 each performance to a maximum of \$1,330 if cancelled 90 days or less prior to scheduled event; plus 5% of gross sales for making refunds, plus reimbursement of documented actual expenses incurred by the Center and related to the cancelled event in addition to standards contract terms.	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms.	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms	5% of gross ticket sales for making refunds, plus documented actual expenses incurred by the Center related to the cancelled event, in addition to applicable standard contract terms

1. RENTAL RATES:

	<u>Fees</u>			
	<u>Resident Company</u>	<u>Local Performing Arts</u>	<u>Commercial</u>	<u>Local Promoter/Non-Performing</u>
Origination Fee for Commercial Filming <i>(Applies to renter recording performance for commercial use and not archival purposes)</i>	No charge	No charge	\$3,000 per event	\$3,000 per event
<u>The Studio</u>				
Base Rental Rate	No charge	\$535 for the first 6 hours; \$100 per hour thereafter	\$535 for the first 6 hours; \$100 per hour thereafter	\$535 for the first 6 hours; \$100 per hour thereafter
Event Management Fee	No charge	\$250	\$250	\$250
Sound Cart	\$75 per event	\$75 per event	\$150 per event	\$150 per event
<u>Maurie Jacobs Community Room</u>				
Base Rental Rate	No charge	\$350	\$350	\$350
Event Management Fee	No charge	\$250	\$250	\$250
Sound Cart	\$75 per event	\$75 per event	\$150 per event	\$150 per event

1. RENTAL RATES:

Lobby

	<u>Fees</u>			
	<u>Resident Company</u>	<u>Local Performing Arts</u>	<u>Commercial</u>	<u>Local Promoter/Non-Performing</u>
Ticketed Events and Community Activities	\$2,100 plus 4% of gross sales exceeding \$20,000 (plus actual expenses)*	\$2,100 plus 4% of gross sales exceeding \$20,000 (plus actual expenses)*	\$4,400 or 10% of gross, whichever is greater	\$4,400 or 10% of gross, whichever is greater
Private Events	\$2,000 (plus actual expenses)*	\$2,000 (plus actual expenses)*	\$6,000 (plus actual expenses)*	\$4,000 (plus actual expenses)*
Event Management Fee	\$200	\$250	\$250	\$250
Non-ticketed Activities Ancillary to Contracted Events in Silva Hall or Soreng Theater	Actual Expenses*	Actual Expenses*	Actual Expenses*	Actual Expenses*
Full Center Buy-Out	\$30,000 per day plus actual expenses*	\$30,000 per day plus actual expenses*	\$30,000 per day plus actual expenses*	\$30,000 per day plus actual expenses*
Sound Cart	\$75 per event	\$75 per event	\$150 per event	\$150 per event

**Actual Expenses include but are not limited to such costs as: labor for custodians, concessionaires, technicians, building security, and management staff; and any charges for equipment.*

1. RENTAL RATES:**All Venues**

Resident Company Non-Standard
Schedule Fees

Hours Past Event End time

When booking an event, end time
will be requested. There will be a
45-minute grace period.

Fees**Resident Company****Local Performing Arts****Commercial****Local Promoter/Non-
Performing**

\$150 for each hour after
the grace period

\$250 for each hour after
the grace period

\$500 for each hour after
the grace period

\$500 for each hour
after the grace period

2. TICKET OFFICE CHARGES:**Fees****Resident Co. & Local Performing Arts****Commercial & Local Promoter/Non-Performing Arts**

“Event” is defined as one performance within a production.

“Production” is defined as a booking containing one or more events.

All tickets must be printed by the City
at a charge of:

Ticket Office Management Fees

Silva: \$200 per production
Soreng: \$65 per production
Studio: \$35 per production
Lobby: \$65 per production
Streaming per Production (up to 3 events) \$125

Silva: \$600 per production
Soreng: \$125 per production
Studio: \$35 per production
Lobby: \$65 per production
Streaming per Production (up to 3 performances) \$125

Season Ticket Management Fee

\$200 per season

\$600 per season

Ticket Transaction Fee

\$0.30 per ticket

\$0.30 per ticket

2. TICKET OFFICE CHARGES:

	<u>Fees</u>	
	<u>Resident Co. & Local Performing Arts</u>	<u>Commercial & Local Promoter/Non-Performing Arts</u>
Order handling fee (renewals, subscriptions, mail orders)	Not to exceed \$10 per order	Not to exceed \$10 per order
Mailing Lists (e-mail files or label sets) – mailing lists sent to mail house only and at the discretion of the Hult Center Director of Marketing	\$50 per thousand	\$50 per thousand
Attendance Data-Post Show (electronic format) – for user groups self-Produced or Presented shows only.	No charge	First request – no charge Additional requests -- \$50 per thousand
Event Tickets to a Source Outside the City's System	\$2 per ticket	Not to exceed \$5 per ticket
Ticket Sales Charged to Credit Cards (all events)	3.2%	3.2%
Ticketing Services for Events Ticketed at Non-Cultural Services Facilities	5% of gross sales \$50 ticket set-up fee \$0.30 per ticket for Ticket Transaction Fee \$200 Off-site season Ticket Set-up Fee <i>*In the event of a cancellation, 5% of the gross sales will be charged for ticket returns</i>	N/A

2. TICKET OFFICE CHARGES:

Extension of Ticket Office Hours

Promoter offered complimentary exchange and/or duplicate tickets for subscribers

Production Seating Change/Swap

Per Ticket Phone Order Service Fee

Per Ticket Web Order Service Fee

Donation management and distribution fee

Platinum Service Fee or VIP Service Fee

VIP List/Comp List Management Fee

Resident Co. & Local Performing Arts

\$175 per hour for hours extended beyond regular ticket office hours for up to 5 hours (includes four ticket sellers and 1 supervisor)

\$40 per title for up to 500 subscription tickets sold
For each range increase of 500 subscription tickets sold thereafter, the cost per title is increased by \$20
For example:
\$60 per title for 501 – 1000 subscription tickets sold
\$80 per title for 1001 – 1500 subscription tickets sold

\$200

Not to exceed \$5.50 per ticket

Not to exceed 13.2% of the total ticket price

No charge

Not less than \$200, but not to exceed \$500, negotiated by contract based on the number of Platinum tickets to be sold, and the amount of time involved and level of complexity in pricing selected seats

\$100 Flat Fee to fully manage a VIP or Comp ticket list should the list not be sent to the Box Office in the requested or a usable format

Fees

Commercial & Local Promoter/Non-Performing Arts

\$175 per hour for hours extended beyond regular ticket office hours for up to 5 hours (includes four ticket sellers and 1 supervisor)

\$40 per title for up to 500 subscription tickets sold
For each range increase of 500 subscription tickets sold thereafter, the cost per title is increased by \$20
For example:
\$60 per title for 501 – 1000 subscription tickets sold
\$80 per title for 1001 – 1500 subscription tickets sold

\$500

Not to exceed \$5.50 per ticket

Not to exceed 13.2% of the total ticket price

\$30 per distribution

Sliding scale \$500 - \$1500 based on complexity of ticketing build determined by the Director of Programming

\$100 Flat Fee to fully manage a VIP or Comp ticket list should the list not be sent to the Box Office in the requested or a usable format

2. TICKET OFFICE CHARGES:

	<u>Fees</u>	
	<u>Resident Co. & Local Performing Arts</u>	<u>Commercial & Local Promoter/Non-Performing Arts</u>
VIP Gross Ticket Sales	N/A	Not to exceed 10% of the gross VIP ticket sales that are not included in the Gross ticket sales for the Performance as contracted with the Promoter

3. PERSONNEL CHARGES:

	<u>Fees</u>	
	<u>Resident Co. & Local Performing Arts</u>	<u>Commercial & Local Promoter/Non-Performing Arts</u>
Ticket Taker/Usher	*City temporary scale plus 34% of total labor charges	*City temporary scale plus 34% of total labor charges
Head Usher	*City temporary scale plus 34% of total labor charges	*City temporary scale plus 34% of total labor charges
Evolv Usher	*City temporary scale plus 34% of total labor charges	*City temporary scale plus 34% of total labor charges
Stagehands (including Department head and grip)	IATSE contract rate plus 34% of total labor charges	IATSE contract rate plus 34% of total labor charges
Event Custodian	\$150 per event for Soreng Theater and \$364 per event for Silva. If additional spaces are used for ancillary events then hourly charges at City temporary scale and/or AFSCME scale plus 34% of total labor charges will be charged.	\$260 per event for Soreng Theater and \$520 per event for Silva Theater. If additional spaces are used for ancillary events then hourly charges at *City temporary scale and/or AFSCME scale plus 34% of total labor charges will be charged.

Technical Director or Designee	City scale plus 34% of total labor charges per hour for: a) each hour beyond the first two hours of consultation (**“advance” time). Should additional consultation be required and per hour charges assessed, Licensee will be informed at the time of the initial consultation; plus b) each hour spent on-site and engaged in event-related duties including meetings and settlement.	City scale plus 34% of total labor charges per hour for: a) four hours of consultation (**“advance” time); plus b) actual hours, exclusive of advance time spent on-site engaged in event-related meetings, and stage calls from stage prep through event load-out.
Front of House Manager or Designee	City scale plus 34% of total labor charges per hour for: a) each hour beyond the first two hours of consultation (**“advance” time). Should additional consultation be required and per hour charges assessed, Licensee will be informed at the time of the initial consultation; plus b) each hour spent on-site and engaged in event-related duties including meetings and settlement.	City scale plus 34% of total labor charges per hour for: a) four hours of consultation (**“advance” time); plus b) actual hours, exclusive of advance time spent on-site engaged in event-related meetings, and stage calls from stage prep through event load-out.
Facilities Manager or Designee	City scale plus 34% of total labor charges per hour for each hour spent on-site and engaged in event-related duties including meetings and settlement	City scale plus 34% of total labor charges per hour for each hour spent on-site and engaged in event-related duties including meetings and settlement
House Technical Personnel	City scale plus 34% of total labor charges per hour for: a) each hour beyond the first hour of consultation (**“advance” time). Should additional consultation be required and charges assessed, Licensee will be informed at the time of the initial consultation; plus b) each hour spent on-site and engaged in event-related duties including meetings and settlement.	City scale plus 34% of total labor charges per hour for: a) four hours of consultation (**“advance” time); plus b) actual hours, exclusive of advance time spent on-site engaged in event-related meetings, and stage calls from stage prep through event load-out.
Security	\$34 per show/hour, overtime \$49 per person/hour	\$37 per person/hour; overtime \$51 per person/hour

**The City of Eugene temporary employee pay scale in effect at the time the services are provided. A current copy of the pay scale shall be available for review at the Hult Center offices.*

***“Advance” time is defined as “pre-event advising and consulting, including meeting with technical directors and road managers, and scheduling staff.”*

4. CONCESSIONS/CATERING:

Concession buy-out for artists
traveling with their own personal
caterer

Fees

\$300

Event set-up/take down (for Lobby,
Studio and Gallery events)

Two-hour minimum at \$25 per person/hour

Towel Fee

\$2 per towel

(No charge for Resident Co. and Local Performing Arts)

Table Linen Fee

\$5 per linen

Responsibility for Concession Charges

Licensee will be responsible for all concession charges

5. SOUVENIR SALES:

Fees

Commercial:

Sale by commercial licensee

25% of gross sales due at close of the production

Resident and Local Company:

Sale by licensee

10% of gross sales due at close of the production

6. MARKETING FEES:

Promoter-Requested “E-Blasts”	Resident Company/Local Performing Arts: \$500 Commercial/Local Non-Performing Arts: \$1000
Standing Banner in Lobby	\$50 (must be approved by Marketing)
Management of Event Postering	\$150 plus \$0.75 per poster
Hult Center Marketing of Outside Promoter’s Performance	15% of promoter marketing budget, plus total promoter marketing budget
Marketing Services Fee	\$500 applied after 10 hours of marketing support
Program Printing	\$100 plus cost of printing
Sales Metric Tagging Fee Configure Google Tag Manager (GTM) tags and triggers. Tracking tags to include conversions (& revenue if approved by Hult Center) specific to each resident or rental events only. This does not provide access to other producer or Hult patron data	Resident Company/Local Performing Arts - \$50 per placement Commercial/Local Non-Performing Arts - \$200 per placement
Targeted Email	\$50 per thousand email addresses, limit one email per title.

7. EQUIPMENT RENTAL RATES:

“Event” is defined as one use, e.g. tech rehearsal, dress rehearsal, performance, within a production.

“Production” is defined as a booking containing one or more performances.

Sound

Full (complete inventory, subject to availability)

<u>Resident Company</u>		<u>Local Performing Arts</u>		<u>Commercial & Local Promoter/Non Performing</u>	
<u>Silva</u>	<u>Soreng</u>	<u>Silva</u>	<u>Soreng</u>	<u>Silva</u>	<u>Soreng</u>
\$300 per event	\$100 per event	\$350 per event	\$175 per event	\$700 per event	\$300 per event

Monitor Console

\$300 per event	\$100 per event	\$350 per event	\$100 per event	\$700 per event	\$200 per event
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Wireless mics (each)

\$75 per event	\$75 per event	\$75 per event	\$75 per event	\$100 per event	\$100 per event
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Stacks and Racks – Meyer Leopard System

\$3,000 per event	N/A	\$4,000 per event	N/A	\$6,000 per event	N/A
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Lighting

Standard light plot

\$200 per event	Included in rent	\$200 per event	\$125 per event	\$700 per event	\$250 per event
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Follow-spots (each)

\$50 per event	\$35 per event	\$75 per event	\$50 per event	\$150 per event	\$100 per event
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60 amp shore power per bus

N/A	N/A	\$35 per day	\$35 per day	\$35 per day	\$35 per day
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8. MISCELLANEOUS EQUIPMENT:

	<u>Fees</u>	
	<u>Resident & Local Companies</u>	<u>Commercial & Local Promoter/Non Performing</u>
<u>Pianos</u>		
Steinway 9'	\$150 per production	\$250 per production
Baldwin 9'	\$100 per production	\$150 per production
Yamaha 7' (in the Lobby)	\$100 per production	\$100 per production
Yamaha 7' (Silva, Soreng, Studio)	\$100 per production plus labor for moving (see Tech Service Rates)	\$100 per production plus labor for moving (see Tech Service Rates)
Upright	\$50 per production	\$75 per production
Tuning (all pianos)	Actual cost	Actual cost
Drum Kit & Hardware	\$300	\$300
24" Gong with Stand	\$75	\$75
Guitar Amp Fdr Twin	\$75	\$75
Guitar Amp Vox AC	\$75	\$75
Guitar Amp Fishman	\$50	\$50
Base Amp (Combo)	\$50	\$50

8. MISCELLANEOUS EQUIPMENT:

	<u>Fees</u>	
	<u>Resident & Local Companies</u>	<u>Commercial & Local Promoter/Non Performing</u>
Base Amp (Head)	\$100	\$100
Base Amp (Cab)	\$50	\$50
Dance Floor (per production)	Basic Marley – \$100	\$225 per production
Washer & Dryer	\$20 per event	\$40 per event
Basic Internet (included in rent)	Extended capacity \$75 per day	Extended capacity \$75 per day
*Pyrotechnic Permit: <i>*For any live flame or pyrotechnic display.</i>	•Licensee must secure a permit from the City of Eugene and State of Oregon (Salem, OR) Fire Marshals at the fee in effect at the time of issuance of permit •A fee of not less than \$100, but not to exceed \$250, in addition to the fee charged for a permit from the City of Eugene Fire Marshal, will be charged to recover actual labor and transportation costs if the Hult Center's Tech Services Department processes the permit <i>(More information regarding the permit application process can be obtained from Tech Services.)</i>	
Equipment available upon request: <i>(Please check availability prior to finalizing rental agreement).</i>		
Silva orchestra shell (both theaters)	No equipment charge	\$1,000 per move
Soreng orchestra shell (both theaters)	No equipment charge	\$250 per move
Sico Choral risers	No charge on site / \$20 each for off-site use	\$500 per move

8. MISCELLANEOUS EQUIPMENT:

	<u>Fees</u>	
	<u>Resident & Local Companies</u>	<u>Commercial & Local Promoter/Non Performing</u>
Band risers (8", 16" and 24")	No charge on site / \$10 each for off-site use	No charge on site
Orchestra chairs	No charge on site / \$5 each for off-site use	No charge on site
Music stands	No charge on site / \$5 each for off-site use	No charge on site
Music stand lights	No charge on site / \$5 each for off-site use	No charge on site
Easels	No charge	\$15 each
Stands/Pads/Markers	\$25 per set	\$75 per set
Hazers (not including juice)	\$75 per Hazer per performance	\$100 per Hazer per performance (actual cost if rented)
<u>Projection/Video</u>		
15x30 (16:9) Draper front screen	\$250	\$500
LED Video Wall	\$3,900 (\$65 per panel) per Production	\$7,500 (\$125 per panel) per Event \$10,000 plus expenses/labor for outside Hult usage per Event
Video Switcher Package	\$250	\$600
72-inch digital tv screens	\$50 per screen	\$100 per screen
Eiki LC-HDT 1000 Projector	\$500	\$1,000

8. MISCELLANEOUS EQUIPMENT:

	<u>Fees</u>	
	<u>Resident & Local Companies</u>	<u>Commercial & Local Promoter/Non Performing</u>
Epson G700 Projector	\$250	\$500
Studio Camera	\$100 per camera per performance	\$250 per camera per performance
PTZ “ROBO” Camera	\$50 per camera per performance	\$150 per camera per performance

**Rented equipment which will be taken out of the building requires an agreement at least two weeks in advance.*

9. FEE NEGOTIATIONS. The Executive Director of the Library, Recreation and Cultural Services Division or the Director’s designee may elect to negotiate rates lower than those listed in this fee schedule if it is deemed in the best interest of the City and facilitates the offering of cultural events and programs. This determination will be made in accordance with industry standards and fiscal accountability.

City Manager's Findings
Proposed Silva Concert Hall, Soreng Theater and Lobby Fee Schedule Amendments
FY26

Pursuant to Section 2.020(2) of the Eugene Code, 1971, the City Manager has considered the following factors in determining the proposed Silva Concert Hall, Soreng Theater and Lobby fee amendments:

(a) Applicable policies, enactments and directives of the Council.

Findings: n/a

(b) Suggested amendments to previously noted charges.

1. Rental Rates

Youth Education Rate:

(through grade 12)

**May be eligible for VMF Waiver.* Correction to the acronym spelling

All Venues – Resident Company Non-Standard Schedule Fees:

- Aligning with practice. There is no Resident Company standard calendar requirement, which then follows that an additional rate for an item that doesn't exist and is not an expectation should be deleted.

2. Ticket Office Charges

Ticket Office Management Fees:

- Deletion of Maurie Jacobs Community Room management fee. In practice, if we were to ticket this room, it is an extremely small load for our ticketing office, and this charge would be excessive for the community groups that would like to use this space. Also of note, this has not historically been charged in any instance.

3. Personnel Charges

Security:

- DPI Security fees have been changed by DPI/City contract.
- Our Resident Companies need advance warning, pre-budgeting, for changes that will impact on their very tight margins. Historically this has meant a note for the next year for security increases. They will be notified that security charges will be increased for FY27.

6. Marketing Fees

Social Media Campaign:

- Deletion of Social Media Campaign. This fee was included by previous leadership with the forward thought that an additional social marketing FTE would be added to

the Hult. That FTE was not added, and it is not within the capacity of Marketing Staff to add “boutique” marketing, meaning acting like a 3rd party digital media provider. This service has also not been requested by any user.

Targeted Email:

- Deletion of maximum 8K contact note. In practice segmented targeted emails being restricted by number proves difficult. The determination of who to exclude, and then the logistics to make that happen are time consuming and are also not necessary. Removing a number restriction is beneficial to both the Hult and our users.

7. Equipment Rental Rates

- Clarity in definition for “Production”.

8. Miscellaneous Equipment Charges

Silva and Soreng Orchestra Shell:

- Clarifying definition. “equipment” added to the “no charge” designation. There are fees that are equipment fees and then there are labor fees to install and strike shells. This is a clarifying note that there is no equipment charge only.

(c) New Fees - The full costs of providing the service supported by the fee.

4. Rental Rates

All Venues – Hours Past Event End Time:

- To address recurring issues with events exceeding their scheduled end times—often by several hours—we are proposing the addition of a new fee. Currently, there is no cost expectation tied to event end times across user categories. This has led to confusion and unanticipated expenses, including overtime charges. By implementing this fee, we will be able to provide transparency around the costs incurred when events run over the end time.

6. Marketing Fees

Sales Metric Tagging Fee:

- Inclusion of a new marketing fee. Digital industry changes have now led to requests for Hult staff to place metric tags in Meta (and other platform) pathways. This request takes significant staff time that is currently uncompensated. Without this fee, the requests to place multiple tags is requested by users, with open ended expectations.

8. Miscellaneous Equipment Charges

Added Equipment to the Hult's Inventory:

- Drum Kit & Hardware

- 24" Gong with Stand
- Guitar Amp Fdr Twin
- Guitar Amp Vox AC
- Guitar Amp Fishman
- Base Amp (Combo)
- Base Amp (Head)
- Base Amp (Cab)

With added equipment inventory, providing better service and costs for all users on their back-end rental charges, fees need to be established. These fees are within industry norms.

Removal of an item that we have never owned or provided:

The 10x14 rear screen should be removed as we do not own this piece of equipment, and our digital video wall has replaced this outdated equipment.

(d) The amounts charged by other comparable providers.

5. Personnel Charges

Event Custodians:

- Introduction of a flat fee. By all users, it has been flagged for the Hult that it is out of industry norm, and very difficult for users to budget for custodial fees when there is no basis for the number/hours of custodial support. The standard flat fee charges bring us in line with industry expectations and allows for appropriate budgeting. These fees were set after extensive analysis of actual events and charges to land on an appropriate flat fee charge.

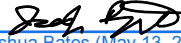
8. Miscellaneous Equipment Charges

Hazers:

- Updated cost. The cost of the use of the hazer, updated to "actual cost if rented" is to account for the rental industry's trend in raising the cost of this equipment. Without this inclusion, the Hult may incur costs if we need to rent a hazer that is more than \$100.

(e) The revenue needs of the City as determined by the adopted city budget.

Findings: n/a

Signature: 
[Joshua Bates \(May 13, 2026 21:58:18 PDT\)](#)

Email: jbates@eugene-or.gov