



## FEE MODIFICATION FORM

1. **Organization/ Individual:** Capitol Off Road Pathfinders (CORP), Rob Lewis
2. **Park (s):** Northeast, Aldo Leopold, Door Creek, Reindahl, Olin, Olbrich, and Marshall

### 3. Overview of Organization

Madison Parks and Capitol Off Road Pathfinders (CORP )are mutually interested in increasing recreational biking opportunities in Madison Parks. Since 2016, Cyclocross, as section of CORP, has been under a Fee Modification for the use of the southern area of Northeast Park (5501 Tancho Dr., previously known as the North-East Greenspace). Since the original partnership in 2016, Cyclocross has had five successful seasons from the perspective of both CORP representatives and Parks staff. In Fall 2018, Parks allowed the use of Aldo Leopold, Reindahl, Olin, Heistand, Olbrich, Garner and Marshall Parks for one day practices for Cyclocross beginners that were free and open to the public. Starting in 2019, Parks would continue to allow the use of Aldo Leopold, Reindahl, Olin, Olbrich, Orchard Ridge Valley and Marshall Parks for one day practices. The one day practice program will include both beginners and more experienced riders. There will be two track areas to accommodate both types of bikers. The program will provide the opportunity for more biking and to gauge the interest and impact of biking at these locations. The routes will be marked with flags and obstacles will be movable objects. No construction or modifications of the park is needed. Parks would like to welcome the recreational Cyclocross program again at both Northeast Park and with one day practice programs through a three (3) year Fee Modification

### 4. Term of Fee Modification (May only be for a period of up to three years)

Upon signing until October 31, 2024

Northeast Park: CORP will have non-exclusive use of designated area of Northeast Park as Cyclocross course, providing a safe environment and adequate space for the public to enjoy the parks.

One-Day Practices would occur on Wednesdays from 5:30 PM to 7:00 PM. The Parks locations and dates include Aldo Leopold on 8/17, Door Creek on 8/31, Olin on 9/14, Olbrich on 9/28, Reindahl on 10/12, and Marshall 10/26.

Any other uses (ie. additional organized events or vending) are subject to standard Parks fees and permitting requirements.



**5. Summary of Requested Use of Park Land**

**6. Reason for Considering to Authorize a Fee Modification (check box that applies)**

- ☐ Legacy user group that predates establishment of a new fee and have mitigating circumstances that need to be addressed with a fee modification.
- ☐ A pilot concept for a use that would have minimal impact, only occur at one park location and does not have an established fee in the Park Division fee schedule.
- ☐ Uses that align with the citywide goal of Racial Equity and Social Justice.
- ☒ Other: Use aligns with the Parks Division's goal to offer recreational biking opportunities throughout the City.

**7. Fee Modification Proposed (Include Use, Permit and all other fees)**

Northeast Park:

CORP will make annual payment of \$700 to cover cost of additional mowing required to maintain Cyclocross course. This fee will be due by August 1, 2022 and June 1 of each year additional year that Fee Modification is in place.

**8. Standard Fee, if No Fee Modification is Provided (Use, Permit and all other fees)**

One-Day Practices:

Open Field Space Reservation - \$15 per hour  
\$15 per hour x 6 locations x 1.5 hours per location = \$135

**9. Is the Fee Modification More Than a 50% reduction?**

☐ Yes    ☐ No    ☒ N/A

**10. Roles/Responsibilities of Organization/Individual (Conditions of Approval)**

1. Organizers will contact Parks staff to conduct a walk-through of proposed course prior to finalizing all course (s).
2. Create all courses in a safe manner for park users.
3. Provide free Cyclocross practice.
4. Remove any trash at the end of each program.
5. Send a report to Parks at the end of the season listing the number of participants, demographics of participants (if possible), feedback on park



**11. Roles/Responsibilities of Parks Division**

1. Reserve the parks.
2. Mow grass within one week prior to scheduled use
3. Reserves the right to modify or close the trail in whole or in part to protect

**12. Damage**

If Parks staff notes any particular areas that are worn or damaged in the turf, staff will work with user to modify the course(s) to allow time for the turf to recover. Parks may cancel future reservations if damage occurs at a site.

**13. List of Attachments (Maps, schedules, signs, etc)**

Maps of Cyclocross courses for each park.

**14. Suspension, Cancellation and Termination – The Parks Superintendent has the discretion to discontinue this use in the park, if, at any time the terms of the fee modification are not follow and/or if there is damage caused to the park.**


**15. Compliance with Laws – Organization/Individual will comply with all City, State and Federal statues, ordinances and regulations.**

**16. Approval**

Board of Park Commission File Number

\_\_\_\_\_  
Date of Meeting Approval

**17. Signature by Organization/Individual**

	7/11/22
_____ Name (signature)	_____ Date
<u>Rob Lewis, Capitol Off Road Pathfinders</u>	