



FEE MODIFICATION FORM

1. **Organization/ Individual:** Madison Sufis
2. **Park (s):** Gates of Heaven, James Madison Park
3. **Overview of Organization**

Madison Parks has provided reservation space to Sufi at Gates of Heaven (GOH) approximately twice per month, at a modified fee rate since 1996. Over the years, Sufi has been a good partner and a respectful user of GOH. Sufi brings positive activity to GOH during traditionally less desirable reservation times. In February 2018, the Board of Park Commissioners (BPC) adopted a Fee Modification Policy. Under this policy, the modification of fees for user groups needs to be documented in a fee modification agreement and reported to the BPC annually. Madison Parks and Sufi would like to enter into a fee modification with the following conditions:

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

2022-2024

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

Sufi may make shelter reservations at the modified fee rate up to 25 times per year. Reservations may be held on Fridays 7 PM – 9 PM and Sundays 10 AM – 12 PM, unless otherwise agreed to in writing by the Parks Community Service Manager. Only two reservations may occur from June to September at the modified fee rate, as this is the peak reservation season for GOH. Sufi shall submit reservation request dates by October 1 annually. Under this agreement, Sufi may use the facility for their programming that has an anticipated attendance of approximately 30 people per reservation. The programming is free and open to the public. Sufi may collect donations. However, there cannot be a suggested donation amount at the collection container.



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 _____

Sufi has utilized the Gates of Heaven since 1996 and have been a long-time supporter of the facility.

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

Sufi anticipates 25 reservations per year

Sufi will pay \$123.23 for 2-hour reservations and pay the full standard rate with no additional hourly charge for 4-hour reservations.

2022 Modified Fees are as follows:

Two (2) hour reservations on Fridays or Sundays: \$123.23

Four (4) hour reservations on Sundays: \$369.68

Modifications for 2023 and 2024 are subject to standard fees set by BPC.

Reservations that fall on a holiday would be charged the full price standard rate.

Any permits required (such as amplification, vending, alcohol, etc) will be paid at the full price standard rate.

Total anticipated rate with fee modification-\$3,081

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

2022 Standard Fees are as follows:

Two (2) hour reservations on Fridays or Sundays: \$369.68 (3 hour block)

Four (4) hour reservations on Sundays: \$369.68 + \$123.23= \$492.91

Total standard fee=\$9,217

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

- Yes No N/A



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

- Submit reservation requests by October 1 annually
- Handle all set-up requirements, including tables and chairs
- Restore facility to condition it was found following event, including:
 - Return tables and chairs to appropriate location at end of event
 - Picking up any trash
 - Sweeping floors
- Turn off all lights, lock all doors and close/lock all windows upon leaving

11. Roles/Responsibilities of Parks Division

- Reserve facility
- Clean entire facility prior to reservation
- Provide keys to access the building
- Parks will not provide cleaning between reservations on the same day
- Communicate in advance any need for closure due to unforeseen projects or construction

12. Damage

If Madison Parks or Sufi identify damage at Gates of Heaven, the parties will work together to identify the cause of the damage and a plan for repair. Inadequate clean up or Damage caused by Sufi, beyond normal wear and tear, will be the responsibility of Sufi to pay Madison Parks the labor and material costs to repair.

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

None

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

Kenneth E. McCullough

6/7/2022

Name (signature)

Date

Kenneth E. McCullough

Name (printed)