

MADISON PARKS

FEE MODIFICATION FORM

1. **Organization/Individual:** Capitol City Band Association
2. **Park(s):** Rennebohm Park
3. **Overview of Organization**

The Capitol City Band Association brings free live music to Dane County, celebrating America's heritage and diversity through performances that reach people of all ages and cultures. Through our longstanding community partnerships, we help make music accessible to everyone. The association fundraises to support all concert activities and has a no-debt policy.

The two bands with one mission can only play concerts because of supporters and believers like you. The Capitol City Band Association was established as a 501(c)3 organization in 1979; contributions are tax deductible.

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

This agreement will be effective from signing until October 15, 2026, with an option for two 1-year renewals, pending mutual agreement on continuing the agreement. Renewal requests must be submitted to parks@cityofmadison.com by Capitol City Band Association by October 1 each year. If renewed, this could extend the agreement through October 15, 2028.

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

Capitol City Band (CCB) has held free community concerts in Madison since 1969. They utilize Rennebohm Park and shelter for rehearsals and to host an annual series of free community concerts. Rehearsals include four Tuesdays in June, leading up to the beginning of the concert series. Concerts are held weekly from June – August on Thursdays. CCB also stores concert equipment (chairs, music stands, etc) in the Rennebohm Shelter storage area from June – August. CCB gets an amplification permit for each concert date.

6. Reason for Considering Authorizing a Fee Modification (check box that applies)

<input checked="" type="checkbox"/> Legacy user group that predates establishment of a new fee and have mitigating circumstances that need to be addressed with a fee modification. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> Uses that align with the citywide goal of Racial Equity and Social Justice. <input type="checkbox"/> Other:
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7. Standard Fee, if no Fee Modification is Provided (Use, Permit, and all other fees)

<p><u>STANDARD RATE¹</u> Park Event permit application fee: \$60/one-time fee Scheduling fee: \$750 Amplification Permit fee: \$840 (\$60/concert & rehearsal date) Shelter Reservation fee: \$1,326.78 (\$94.77/date)<ul style="list-style-type: none">• 4, full-day rehearsals = \$379.08• 10, full-day concerts = \$947.70 STORAGE AGREEMENT FEE = \$350 TOTAL = \$3,326.78 <small>¹All rates are calculated based on the approved Park Event permit & shelter reservation fees for the year in which the reservations occur.</small></p>

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

<p><u>FEE MODIFICATION RATE ESTIMATES</u> Waiver of all permit, reservation and storage fees. TOTAL = \$0</p>

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

Yes No N/A

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

- a. Submit Tax Exempt documents annually.
- b. Submit a Date Request form annually, each fall, to reserve the following years' dates.
- c. Submit a Park Event permit application each year.
- d. Submit a Certificate of Insurance, listing the City of Madison as an additional insured.
- e. May not store equipment at Rennebohm Park prior to June 1 and must have all equipment removed by Labor Day, each year. Communicate exact dates, within this window, annually through the Park Event permit application and directly with Charlotte Blotz, cblotz@cityofmadison.com.
- f. Liable for any program equipment left in Rennebohm Park.
- g. Responsible for full management of the event; including during setup, performances and clean up.
- h. Responsible for restocking restroom supplies during the concerts & rehearsals, as needed.
- i. Keep storage area neat and orderly. Maintain any access as described for Parks staff.
- j. Communicate any shelter or storage related needs or other issues to Charlotte Blotz, cblotz@cityofmadison.com.
- k. Comply with all conditions outlined on the approved Park Event permit.

11. Roles/Responsibilities of Madison Parks Division

- a. Send Date Request form each fall for the following years' reservation dates.
- b. Schedule any planning meetings as needed or requested from CCB or Parks staff.
- c. Reserve Rennebohm park and shelter for CCB
- d. Process the Park Event permit
- e. Clean the park, shelter, and restrooms daily and restock restroom supplies before each rehearsal and concert date.
- f. Communicate and collaborate on any parks projects or policy changes that impact CCB.

12. Damage(s)

If Madison Parks or Capitol City Band Association identify damage to the grounds or facilities, the parties will work together to identify the cause of the damage and a plan for repair. Damage caused by the Capitol City Band Association beyond normal wear and tear, will be the responsibility of the Capitol City Band Association to repair or pay Madison Parks to repair.

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

Rennebohm 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 followed and/or if there is damage caused to the park.
- 15. **Compliance with Laws** – Organization/Individual will comply with all City, State, and Federal statutes, ordinances, and regulations.

16. Approval

Legislative File Number [Click or tap here to enter text.](#)
Date of Meeting Approval [Click or tap here to enter text.](#)

Enter "N/A" if question 9 is answered "No" or "N/A"

17. Signature by Organization/Individual

Name (signature) _____ Date [Click or tap to enter a date.](#)

Name (printed) [Click or tap here to enter text.](#)

Exhibit A

