



## FEE MODIFICATION FORM

1. **Organization/ Individual:** MADISON NORDIC SKI CLUB (MadNorSki)
2. **Park(s):** Elver Park, 1250 McKenna Blvd., Madison, WI 53719
3. **Overview of Organization**

From 2016 - 2018, the City and Madison Nordic Ski Club, Inc. (MadNorSki) entered into a Use Agreement (the "MadNorSki Agreement") allowing MadNorSki to use the City's Snow Equipment to make snow at Elver Park and for the Winter Festival, and to groom the human-made and existing cross-country ski trails at Elver Park and other approved locations. MadNorSki exercised the option for one three year extension in 2019. In 2020, MadNorSki and Central Cross Country Skiing (CXC) requested that CXC take over the MadNorSki Agreement, which change the City's Parks Division was agreeable to and finds to be in the City's best interest. MadNorSki is one of CXC's member groups and consists of City and area residents who will continue to volunteer their time to make and groom snow and financially support these efforts at Elver Park through their affiliation with CXC. MadNorSki also provides ski classes and lessons, cross-country skiing races, supports high school and junior skiers and in the past has raised funds for projects (including for the City to purchase Snow Equipment)

MadNorSki requests a Fee Modification to outline the terms under which MadNorSki may continue to provide lessons and classes at Elver Park. MadNorSki has a long-term commitment to volunteering to make and groom snow and support these efforts at Elver, which provides a greater level of service than the Parks Division is able to provide. MadNorSki and the Parks Division are supportive of MadNorSki offering lessons and classes at Elver, using primarily the human-made snow trails, under the following terms and conditions:

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

**Initial term dates:** Upon signing of fee modification through April 30, 2021.

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

MadNorSki may use land at Elver Park to provide ski classes, lessons and races. All use of cross-country ski trails, including the human made trails, must be conducted in a manner that will keep the park and trails open to the public. This may include dry ski practice prior to the snow season. MadNorSki may charge fees of participants. The understanding is that the majority of the activities are for youth. A scholarship program must be in place to assist those without funds available who wish to participate.

Shelter and Bathroom Access. MadNorski may use the City's shelters and bathrooms during established public hours. It is MadNorski's responsibility to know these hours, which may be impacted by COVID19. MadNorSki may place a privately maintained portable toilet in Elver Park for bathroom needs. Location of the portable toilet shall be approved by the Parks Division prior to placement.



**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 \_\_\_\_\_

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

No use fees will be charged for classes, lessons and races due to the investment from MadNorSki to make and groom human-made snow. Examples of investment includes volunteer hours and funds provided to CXC to assist with making and grooming snow. MadNorSki reported that in 2019-20, the organization reports that it contributed 800 volunteer hours and \$29,000 funding to support these efforts.

All participants of activities are required to have a City cross-country ski permit as established by permit rules and pay the standard price for ski rental, if renting equipment from the City. If vending is conducted in the park, MadNorSki must purchase a vending permit.

MadNorSki will pay \$125 per race held that closes the course to the public. MadNorSki is responsible for communicating these dates to the Parks Division at the end of the winter season. If MadNorSki would like to conduct special events, MadNorSki will submit a Parks Special Event application for review using the standard process and all associated fees.

Special Lighting Charge. Outside of the City's official opening and closing of the cross-country ski trails at Elver for the season, the costs of trail lighting will be the responsibility of MadNorSki, at a rate of \$5 per hour. MadNorSki must provide a schedule for lighting needs at the beginning of the season and must contact Parks within 48 working hours of the need to deviate from the schedule.

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

Open Field Space Reservation - \$15 per hour  
Cost of trail lighting - \$5/hour

In 2019-2020, the club reports 94 distinct days of use for approximately or 3,127 participant days for club members, and approximately 100 hours of reported programming including 70 hours for Juniors, 10 hours for Nordic Kids, 10 hours for Lessons and 10 hours for Racing. 100 hours at \$20 per hour (space and lighting)= \$2,000.

Total cost if no Fee Modification for 2020-2021 to be calculated at later date once schedule is determined.

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

- Yes    No    N/A



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

### Activities.

1. By November 20 or at least two weeks prior to the start of the first activity being marketed to the public (whichever is earlier), MadNorSki will provide to Parks a list of proposed activities, map of where they will occur, dates, times and estimated attendance.
2. MadNorSki will provide Parks with any flyers or other materials distributed about the activities.
3. MadNorSki will designate one point of contact to communicate with the Parks Division regarding scheduling needs.
4. MadNorSki will provide the Parks Division with weekly updates of scheduling needs.

Reporting. By May 1 of each year, MadNorski will provide City with:

1. Hours of volunteering and funds contributed to making and grooming snow at Elver
2. Number of participants in the activities.
3. If available, include information about participants such as residence location, demographics, gender and age.
4. Number of scholarships provided
5. If City requests, MadNorSki will supply to City an accounting of the funds they are generating from activities in park(s) within one month of request.

**These reservations/activities may be impacted by the ongoing COVID-19 public health emergency and local and state public health orders. Reservations may need to be cancelled due to COVID-19. It is MadNorSki's responsibility to understand and be in compliance with public health orders at all times.**

## 11. Roles/Responsibilities of Parks Division

1. Parks staff will review and approve the activities proposed by MadNorSki.
2. Groom natural snow trails as conditions and resources allow.
3. Provide warming house, restrooms and lit trails when conditions are suitable for skiing.
4. Reserves the right to modify or close the trail in whole or in part to protect the turf.
5. Update trail open/close conditions to winter recreation website daily throughout the winter.

**Due to the ongoing COVID-19 public health emergency and local and state public health orders, warming house, equipment rental and restrooms may be limited or unavailable. Parks will update the Parks Division's website as changes occur and make every effort to communicate with MadNorSki of changes to offerings.**

## 12. Damage

Damages. Damages to the park or trails caused by MadNorSki will be the responsibility of the Club. City will bill MadNorSki for the cost to repair damages.



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

Signs Prohibited. No permanent signage and no advertising permitted on site. Any requested signs must be approved by Parks prior to installation.

**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**

\_\_\_\_\_  
Name (signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (printed)