

**SUBMISSION FORM**

**Board of Park Commissioners and Subcommittee Agenda Items**

Name of Author (staff): Hannah Quinlan

Title of Agenda Item: Informational overview of Habitat Management Plan for Heritage Sanctuary Conservation Park.

Parks staff has completed the site-specific habitat management plan for Heritage Sanctuary Conservation Park. This document presents conservation goals and objectives, a five-year work plan, and an anticipated annual budget for ecological management at this park. Habitat Management Plans provide additional background and prescriptions to effectively implement the broader Parks' Land Management Plan, updated and adopted in 2023. This presentation will be a brief overview of the highlights of the Habitat Management Plan. Conservation Resource Supervisor Hannah Quinlan will present the plan at the meeting.

| Check 1                             | Name of FIRST or ONLY BCC               | Meeting Date | Item Due Date | Send this form to Support Staff 2 weeks before meeting   |
|-------------------------------------|---|--------------|---------------|--|
| <input type="checkbox"/>            | Board of Park Commissioners             |              |               | <a href="mailto:pacommission@cityofmadison.com">pacommission@cityofmadison.com</a>                                       |
| <input type="checkbox"/>            | Long Range Planning Subcommittee        |              |               | <a href="mailto:ParksLongRangePlanningCommittee@cityofmadison.com">ParksLongRangePlanningCommittee@cityofmadison.com</a> |
| <input checked="" type="checkbox"/> | Habitat Stewardship Subcommittee        | 5/12/26      |               | <a href="mailto:HabitatStewardshipSubcommittee@cityofmadison.com">HabitatStewardshipSubcommittee@cityofmadison.com</a>   |
| <input type="checkbox"/>            | Facilities Programs & Fees Subcommittee |              |               | <a href="mailto:parksfpf@cityofmadison.com">parksfpf@cityofmadison.com</a>   |
| <input type="checkbox"/>            | WPCRC Advisory Subcommittee             |              |               | <a href="mailto:wpcrcadvisorysubcommittee@cityofmadison.com">wpcrcadvisorysubcommittee@cityofmadison.com</a>             |
| <input type="checkbox"/>            | Golf Subcommittee                       |              |               | <a href="mailto:parksgolfsub2@cityofmadison.com">parksgolfsub2@cityofmadison.com</a>                                     |

Type of Action of FIRST or ONLY BCC (Check One):

- INFORMATIONAL
- DISCUSSION & POSSIBLE RECOMMENDATION
- RECOMMEND APPROVAL
- RECOMMEND APPROVAL FROM <<SPECIFIC>> SUBCOMMITTEE FROM <<DATE>>
- DISCUSSION AND POSSIBLE RECOMMENDATION TO <<SPECIFIC>> SUBCOMMITTEE ON << DATE>>
- RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
- RETURN TO LEAD WITH THE RECOMMENDATION FOR APPROVAL TO THE <<COMMITTEE/COMMISSION>>
- REFER TO <<DATE>> THE BOARD OF PARK COMMISSIONERS MEETING WITH RECOMMENDATION FOR APPROVAL
- PUBLIC HEARING ITEM: TIME HH:MM AM/PM (Declare meeting time Open( )/Closed ( ))

Additional Materials & Reviews: **\*\*Presentations and other attachments are due 3 days before the agenda is published.\*\***

|   |   |
|---|---|
| Presentation (circle):<br><input type="checkbox"/> None<br><input checked="" type="checkbox"/> Verbal<br><input type="checkbox"/> Power Point | Other Attachments:<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO<br>Heritage Sanctuary Habitat Management Plan |
| Memorandum:<br><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  | Manager Review      Date: __ _____  |
|   | Assistant Park Superintendent Review    Date: _____   |
| Notes:  |   |

\*\*\*\*\*For Agenda Items requiring review by multiple BCC's complete the following section on page 2\*\*\*\*\*

For Agenda Items Requiring review by multiple BCC's please complete the following:

| Order of Referrals<br>(insert # or NA) | Name of Subsequent BCC's                | Meeting<br>Date | INDICATE TYPE OF ACTION |
|--|---|-----------------|-------------------------|
|  | Board of Park Commissioners             |                 |                         |
|  | Long Range Planning Subcommittee        |                 |                         |
|  | Habitat Stewardship Subcommittee        |                 |                         |
|  | Facilities Programs & Fees Subcommittee |                 |                         |
|  | WPCRC Advisory Subcommittee             |                 |                         |
|  | Golf Subcommittee                       |                 |                         |

Possible actions are as follows:

- INFORMATIONAL
- DISCUSSION & POSSIBLE RECOMMENDATION
- RECOMMEND APPROVAL
- RECOMMEND APPROVAL FROM <<Specific>> SUBCOMMITTEE FROM <<date>>
- DISCUSSION AND POSSIBLE RECOMMENDATION TO <<Specific>> SUBCOMMITTEE ON << Date>>
- RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
- RETURN TO LEAD WITH THE RECOMMENDATION FOR APPROVAL TO THE<<Committee/Commission>>
- REFER TO <<Date>> THE BOARD OF PARK COMMISSIONERS MEETING WITH RECOMMENDATION FOR APPROVAL

| Name of BCC                                | Send this form to Support Staff 2 weeks before meeting   | Support Staff Person |
|--|--|----------------------|
| Board of Park Commissioners                | <a href="mailto:pacommission@cityofmadison.com">pacommission@cityofmadison.com</a>                                       | Nicole Miller        |
| Long Range Planning Subcommittee           | <a href="mailto:ParksLongRangePlanningCommittee@cityofmadison.com">ParksLongRangePlanningCommittee@cityofmadison.com</a> | Nataliya Akulenko    |
| Habitat Stewardship Subcommittee           | <a href="mailto:HabitatStewardshipSubcommittee@cityofmadison.com">HabitatStewardshipSubcommittee@cityofmadison.com</a>   | Nataliya Akulenko    |
| Facilities Programs & Fees<br>Subcommittee | <a href="mailto:parksfpf@cityofmadison.com">parksfpf@cityofmadison.com</a>   | Nicole Miller        |
| WPCRC Advisory Subcommittee                | <a href="mailto:wpcrcadvisorysubcommittee@cityofmadison.com">wpcrcadvisorysubcommittee@cityofmadison.com</a>             | Carie Abarca         |
| Golf Subcommittee                          | <a href="mailto:parksgolfsub2@cityofmadison.com">parksgolfsub2@cityofmadison.com</a>                                     | Nataliya Akulenko    |

## **GLOSSARY**

**BCC:** Board, Committee, or Commission

**Title:** One sentence or less that describes the item with specificity on the agenda.

**Body:** Several sentences that summarizes the item on the agenda. This should give the public and board members information to understand what the action or deliberations will be about.

**Referrals:** Not sure if your item will need to be referred? Please work with your colleagues and Assistant Superintendents to determine.