

<b>Project Description</b> (Describe what is being proposed and why the project is needed)	
<p>Parks staff regularly receive proposals to install bird or bat houses in parks. A recent example is the proposed blue bird trail at Tenney Park. There are no policies to inform and/or guide the decision-making process. Requests are evaluated by staff, with recommendations made to the Board of Park Commissioners regarding the request.</p> <p>While bird and bat houses are important and frequent examples, there are other requests from the public to install temporary structures or items in Parks for scientific and/or educational purposes. This project will study and propose standards and guidelines for consideration, acceptance, and potential future removal of these items in the Madison park system.</p>	
<b>Outcome</b> (Research, Recommendation to Park Commission, Written report, etc.)	
<p>The goal is to draft a policy to guide the Board of Park Commissioners' decision-making process and/or create an administrative process for approval. The policy will clarify (1) steps organizations and individuals will follow when requesting scientific or educational installation(s) and (2) considerations that the BPC might review in determining its response to the request.</p>	
<b>Internal/External Resources Needed for this Project</b> (List the resources)	
Internal	External
Planning and Development	City Attorney's office
Community Services	Groups like the Audubon Society
Parks Supervisors	Bird expert(s)
Conservation Supervisor	Outdoor education expert/advocate(s)
<b>Action Plan</b> (List the major steps and timeframes you will follow to complete this project)	
Introduce topic and draft project outline including schedule - January 2020 LRP meeting	
<ol style="list-style-type: none"> <li>1. Research and understand requests received by Parks in the last 3 years, and document the specific design and placement requirements for such requests (e.g., bird and bat houses).</li> <li>2. Review past projects in parks and current conditions</li> <li>3. Review existing policies and programs like Adopt-a-Tree.</li> <li>4. Understand general park installation framework for these requests.</li> <li>5. Review policies in comparable and neighboring communities (if available).</li> <li>6. Clarify common or frequently encountered issues when installations are proposed.</li> <li>7. Summarize research and draft policy.</li> <li>8. Consult with City Attorney to identify if ordinance changes may be necessary to move forward with policy.</li> <li>9. Draft policy – July 2020 LRP meeting</li> </ol>	
Discuss and adopt policy and refer to BPC - August 2020	