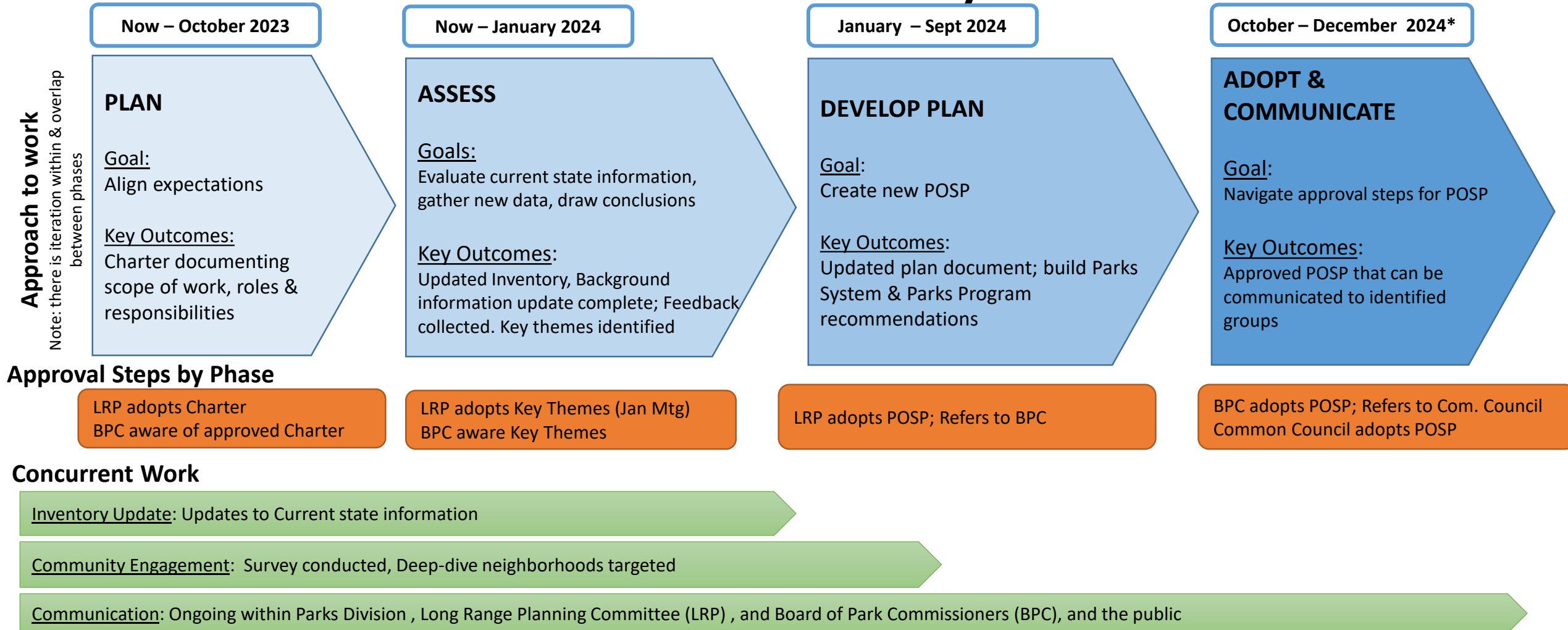




MADISON PARKS

POSP Planning - The Plan Development Process July 2023

POSP Process: Executive Summary





Plan Phase

Milestone	Detail	Who
Kick-off	<i>July LRP meeting, discussion of the draft Charter</i>	<i>LRP</i>
Key Activities	<i>Meetings with various staff, consultant teams, purchasing, and committee members to prepare the Charter and other necessary documents.</i>	
Key Deliverables	<i>Final Charter, documenting the process to produce the 2024 POSP</i>	
Close	<i>Long Range Planning Subcommittee adopts Charter at their Oct 2023 meeting, BPC is aware of and approves Charter</i>	<i>LRP and BPC</i>

Assessment Phase

Milestone	Detail	Who
Kick-off	<i>Attendance at the 2023 Parks Alive Events</i>	<i>Planning staff</i>
Key Activities	<i>Parks Alive events, NRT interviews, Public Outreach Activities, On-Line Survey, data gathered on demographics, parks inventory and reservations, etc</i>	<i>Various</i>
Key Deliverables	<i>Key Themes Document</i>	<i>Planning Staff</i>
Close	<i>Present key themes gathered from public engagement to LRP at Dec 2023 meeting</i>	<i>Parks Staff</i>

Plan Develop Phase

Milestone	Detail	Who
Kick-off	<i>Dec 2023 meeting of LRP, prep for beginning of review period</i>	<i>LRP</i>
Key Activities	<i>Review various chapters, graphics and maps during monthly meetings starting in January of 2024 and going through Oct of 2024</i>	<i>Parks staff, consultants and LRP</i>
Key Deliverables	<i>Draft documents for review by LRP, LRP returns comments in timely fashion</i>	<i>Parks staff and LRP</i>
Close	<i>Entire document is reviewed in final form at Oct 2023 meeting of the LRP, Plan is referred from LRP to BPC</i>	<i>LRP and BPC</i>

Adopt and Communicate

Milestone	Detail	Who
Kick-off	<i>LRP refers document to BPC for their November Meeting</i>	<i>LRP</i>
Key Activities	<i>BPC refers document to CC for their December Meeting</i>	<i>BPC</i>
Key Deliverables	<i>Final POSP</i>	<i>Staff</i>
Close	<i>BPC refers the plan to CC, CC adopts the plan (December 2024 is the target date)</i>	<i>City Council</i>