

# Oak Lawn Park District Comprehensive Plan

## Introduction

## *INTRODUCTION*

The Oak Lawn Park District was incorporated in 1944 and has a long and proud history of service. Over the years various facilities have been built and numerous programs established to serve the recreation and leisure needs of the community. Parkland and open space have been expanded, maintained and improved. Planning has and will continue to play an important part in the operation of the Park District.

The scope of the Comprehensive Plan is five to ten years. It has been developed to coordinate all facets of the Park District's operation, including community needs, programs, facilities, land use, budget, and personnel in an effort to maximize existing resources. It will identify the changing trends of the community and how these trends will affect the future of the park district.

It must be realized that the Comprehensive Plan is simply a statement of current conditions and projected actions as a result of the planning process. It should be received as an agreed upon strategy of constructive action, not as a binding contract.

## *GENERAL FACTS*

Oak Lawn began as prairie grassland and has grown into one of Chicago's largest suburbs. As of the most recent census, the population registered at 56,690. In 2010 the equalized assessed valuation was \$1,493,299,045.

Oak Lawn has grown into a community with a distinctive "home town" atmosphere, and yet is located only minutes away from Chicago.

Oak Lawn has gone through numerous periods of growth throughout the years since its establishment in 1909. This is due in part to its proximity to a large city, access to two major highway systems and availability of a mass transit system.

A Mayor-Village Manager form of government plans for the future economic, cultural and human needs for the 56,000 plus residents. It continues to develop services, which have been recognized as leadership programs by the state and the nation.

Oak Lawn has a total of 14 public schools, five Catholic and one Christian elementary school, two junior high schools, two public high schools, four trade and technical schools, and two universities within 20 miles.

Advocate Christ Hospital and Medical Center is one of the premier health care facilities in Illinois. It is accredited as a trauma center and has an excellent prenatal department and children's hospital.



**Mission Statement  
of the Oak Lawn Park District**

The Oak Lawn Park District promotes a strong sense of community by providing leisure opportunities and the preservation of natural resources that enhances the quality of life and wellness for everyone.

**Vision Statement  
of the Oak Lawn Park District**

The vision of the Oak Lawn Park District is to create an environment that promotes happiness among staff and patrons.

*Adopted July 9, 2012  
Oak Lawn Park District  
Board of Commissioners*



## Oak Lawn Park District Statement of Core Values

**Integrity:** The OLPD is committed to high ethical standards. We will have policies and procedures that are fair to all. All staff will perform their work with compassion, fairness, respect, diligence, effectiveness, and honesty. Our services will be easily accessible and will do our best to keep our prices affordable.

**Customer Commitment:** We will strive to meet and exceed our customers' needs and expectations while providing a safe and fun environment.

**Continuous improvement:** We will implement change when necessary to improve programs and services. We will earn the community's trust and be effective stewards of their resources.

## **THE OAK LAWN PARK DISTRICT VALUES:**

1. Continuous improvement. This continues to be the motivating force behind all staff's job performance.
2. Enhanced customer service. Anticipate, meet, and exceed customer needs/wants. This is the driving value of the marketing plan; the customer is why we are here.
3. Improved response and efficiency.
4. Quality human resources management. This is integral to customer service. With an excellent management system that provides ongoing training, motivation, and incentives, we will produce employees who provide the best in customer service. Our employees are our best form of public relations.
5. Offering a broader range of services.
6. Maximizing resources. In terms of efficiency of operations, identifying the District's strengths and weaknesses, competition, and customer needs and desires.
7. Quality innovative programming/facility and park development. Meeting trends and needs of the community. Becoming leaders in the field of parks and recreation programming.
8. Community leadership role. The District already has an inherent role of leader in the community.
9. Quality maintenance of parks and facilities. We will meet and exceed the high standards of park and facility maintenance for all District owned or leased property, buildings, and equipment.
10. Effective and enthusiastic, customer service employees.
11. Energy conservation, material supply and equipment reductions, multi-usage of space, and the provision of partnership arrangements for auxiliary services.
12. Efficiently offering the most diversified recreational services possible, ensuring that all citizens have equal opportunity and choice of participation.
13. Reducing or even eliminating certain costs from the ongoing operating budget.

## ***Statements of Purpose***

### **Statement of Purpose                      Finance Department**

The Finance Department is comprised of accounting and human resources. The department is responsible for all financial records and transactions for the park district, including general ledgers, payroll, accounts payable, investments and fixed assets. Additionally, the department co-ordinates and prepares the annual budget, annual audit and related comprehensive annual financial report (CAFR). The Oak Lawn Park District has received the "Certificate of Achievement for Excellence in Financial Reporting" for 17 consecutive years for the fiscal year ending April 30, 2014. The certificate is awarded by the Government Finance Officers Association to governmental units whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.

Human Resources provide services and assistance to all park district employees, including managerial staff. Benefit administration, employee relations, and post-employment requirements are part of the services provided. The department consists of three full-time and three part-time employees.

### **Statement of Purpose                      Special Facilities**

The Special Facilities department operates 3 enterprise funds: Stony Creek Golf Course, Racquet, Fitness and Gymnastics Center and Ice Rink. These facilities are set up to operate independent from property tax revenue. The main sources of revenue generation are user fees, rentals, and special events. As self-sustaining operations they are required to cover all expenses including capital outlays. These facilities are operated by eleven full time employees and anywhere from 125 to 175 part time employees, and 60 volunteers depending on the season.

### **Statement of Purpose                      Recreation Department**

The Recreation Department provides quality recreational and leisure opportunities that meet the emotional, physical, cognitive, and social desires for all patrons of the Oak Lawn Park District. This department also provides volunteer opportunities and encourages community service. The Recreation Department operates 5 facilities, 2 pools, and offers a variety of classes, programs and activities to all age groups and abilities. There are 13 full time and approximately 107-244 part time employees in the Recreation Department depending on the season.

### **Statement of Purpose                      Golf Facility**

The Stony Creek Golf and Banquet Facility consists of three departments: Golf, Food and Beverage and Golf Maintenance.

The purpose of the Golf Department is to provide exceptional service with a "Can do" attitude. As team players, our staff promotes not only the golf course facility but also the entire Oak Lawn Park District.

The purpose of the Food & Beverage Department is to provide exceptional customer service to our patrons while controlling costs and promoting the park district.

The purpose of the Golf Maintenance Department is to maintain superior course conditions, organization and cleanliness of the clubhouse, maintenance area, driving range and all golf course common areas.

### **Statement of Purpose                      Parks Department**

The Parks and Maintenance Department is dedicated to providing safe, clean, accessible parks, facilities and open space for our patrons. It is the intent of the department to design for each park its own unique identity utilizing innovative play structures and landscaping. Through initiative and dedication, the division is committed to ensuring a balance between the stewardship of natural resources and recreation while providing professional

planning and design expertise to enhance the quality of life in Oak Lawn. The department has 12 full-time and 20 seasonal employees that maintain 24 parks and green spaces comprising 181 acres.

**Statement of Purpose                      Communications Department**

The Communications Department is responsible for technology support and training, public relations, and marketing. This department comprised of two full-time and two part-time employees, also works on special projects, community relations, outreach and partnerships. They work to define, adjust and present the public perception of the park district, and strive to keep all departments and facilities focused towards the unified mission defined in our strategic plan.

***OAK LAWN PARK DISTRICT***

**Board of Commissioners**

Donna McCauley	President
Gary Callahan	Vice President
Lisa Boland	Secretary
Jim Buschbach	Commissioner
Mary Pat Coughlin	Commissioner

**Appointed Officials**

Tom Farrell	Attorney
James Ribikawskis	Treasurer
Tracey Gallik	Recording Secretary
Maddie Singler Kelly	Executive Director

**Administrative Staff**

Joel Craig	Superintendent of Parks
Phil Costello	Superintendent of Finance/Personnel
Julie Ryan	Superintendent of Recreation/Special Recreation
Tom Hartwig	Superintendent of Special Facilities
Vince Clark	Superintendent of Communications

**Facility Locations**

Administrative Office  
9400 S. Kenton Ave.

Oak View Center  
4625 W. 110<sup>th</sup> St.

Oak Lawn Ice Arena  
9320 S. Kenton Ave.

Maintenance Building  
5501 W. 110<sup>th</sup> St

Stony Creek Golf Course  
5850 W. 103<sup>rd</sup> St

Oak Lawn Racquet Club  
10444 S. Central Ave.

Oak Lawn Community Pavilion  
9400 S. Oak Park Ave.