



Memo



To: Jan R Arnold

CC: Diane Stanke

From: Bobbi Nance

Date: January 12, 2015

Re: Procedures for Park Master Planning Processes

With the recent adoption of the Park District's Comprehensive Master Plan as well as the Village's Comprehensive Plan for Oak Park, "Envision Oak Park," it is important to ensure that these documents and the information that they contain are used and referenced during any park master planning processes.

I have attached an updated version of our Procedures for Park Master Planning Processes to include that staff should ensure that these and other important community plans are referenced and made available to the architects and other consultants leading any park master planning processes for the Park District.

Please review and let me know if you have any feedback or further changes. As with all of our procedures, these will be updated in The Hub for employee reference and use.