EXECUTIVE DIRECTOR'S REPORT
JANUARY 2026

ADMINISTRATION

Staff meet weekly to work on the 2026/2027 budget, and the first draft will be available for the January 15 Board Meeting. The 2026 CPI is anticipated to be released in mid-January, and the property tax line items will be adjusted accordingly.

This year's budget was adjusted to normal spending levels following the completion of three major capital improvement projects in 2025, including the Hunter Prairie Park renovation, the dance studios at The Square, and the practice area at Square Links.

The comprehensive bid process for the provision of mowing and landscape services is complete, and the public bid opening was held on January 8, 2026. Results have been reviewed and Ed Reidy, Superintendent of Parks, will be available at the Board Meeting to verbally provide an overview of the process and results. We are requesting Board approval to award the bids.

Please note that the normal approval of minutes includes the required Truth in Taxation public hearing, along with the regular Board Meeting that were both conducted on December 1, 2025.

Also on the agenda is the required annual review of closed session minutes and destruction of audio recordings. I would like to request an Executive Session to review the closed session minutes and then return to open session to take the necessary action of authorizing the related Resolution.

Staff are completing the required documentation and steps per the grant requirements for the Hunter Prairie Park OSLAD redevelopment project. The Illinois Department of Natural Resources (IDNR) is currently reviewing the project for substantial completion status. Upon approval, the IDNR will issue the official signage. The FSPD will have an audit completed by Lauterbach & Amen and submit the final reimbursement request to the IDNR.

Additionally, staff completed the National Park and Recreation Association (NRPA) Park Metrics 2025 Agency Performance Survey. Data submitted by approximately 1,000 agencies nationwide is compiled into the Agency Performance Review – the most comprehensive resource of data and insights for parks and recreation including budgets, personnel, responsibilities, facilities, activities, and policies.

MAINTENANCE

Staff and contractors completed cleaning projects and a variety of building repairs and improvements to the front doors, HVAC systems, and fire control panels at the Community Center and The Square.

Following a lengthy delay, staff took delivery of the tow-behind blower. This equipment will primarily be used to remove grass clippings from sports fields and, later in the year, to assist with leaf removal during the fall season.

RECREATION

Residents enjoyed lots of holiday fun with special events including the Polar Express and the inaugural Storytime with Santa and Senior Breakfast. Ongoing programming included parties to celebrate the holiday season and ring in the New Year.

F.A.N. is experiencing a holiday surge of participation with students home from school followed by New Year's fitness resolutions. Morning attendance reached a record high of 106 participants on Monday, January 5, 2026. Last year, 636 F.A.N. passes were purchased. Family passes were most popular with 283 sold followed by 217 senior, 76 couple, and 60 single passes. The Lincoln-Way community continues to benefit from the Intergovernmental Agreement between LWCHSD 210 and the FSPD, that enables access to this facility

We welcomed the preschoolers back following the winter break and they are continuing their way through the alphabet. The teachers are preparing for the January 20 Open House where they welcome families to tour the classrooms and ask questions regarding the program. Priority registration for current 3-year-old students will begin on January 22 and will open to new students on January 29.

SPECIAL RECREATION

The next LWSRA Board Meeting is scheduled for January 20. This year, LWSRA will celebrate their 50th anniversary!

GOLF COURSE

The Tinley Park Golf Show continues to be a beneficial opportunity to showcase what Square Links has to offer. We are registered as both a booth and a sponsor for the event that runs January 30 – February 1, 2026.

Square Links will open on February 8 for Super Bowl Sunday. This special event continues to grow in popularity, and we are excited to welcome golfers who make this a yearly tradition as well as those who are new to this fun event.

OFFICE

The front office staff are doing a great job managing the winter/spring 2026 program registrations and the many F.A.N. pass sales for those renewing their memberships along with those who are new to this opportunity.

RISK MANAGEMENT

The Risk Management Review allows PDRMA to partner with its member agencies to identify targeted agency exposures and areas of risk. The new Essentials of Risk Management Form (ERMF) standardized the process and allowed a thorough review of policies, procedures, practices, and training. On-site visits and review of support documents were conducted by PDRMA consultants.

The FSPD obtained an overall rating of 93%. The average overall rating for all PDRMA members was 76% and the average overall rating for members within a similar contribution grouping was 77%.

This rating reflects a strong effort from all FSPD departments with a commitment to safety and the documentation to support the completed trainings, manuals, and inspections. Congratulations to the entire staff, led by the Safety Committee members including myself, Arliss Bouton, Linda Mitchell, Ed Reidy, and John Keenan.

FOIA

The last time the FSPD went out to public bid for mowing and landscape services, the District received multiple FOIA requests for providers and pricing which resulted in significant staff time and legal review. In an effort to make the process more efficient, staff ensured that the previous bid results were easily available on the FSPD website. Most contractors submitted questions via email and/or telephone. One FOIA was received from Brightview Landscape Services, requesting landscape maintenance agreements for 2022-2025, and staff responded within the required timeframe.

Respectfully submitted:
Audrey Marcquenski
Executive Director