



**Special Board Meeting Minutes
August 18, 2026 – 6:00 pm
Community Center
600 N. Main Street, Wauconda, IL**

1. Call to Order – Pledge of Allegiance

Commissioner Carr called the meeting to order at 6:00 pm.

2. Roll Call: Commissioners – Berrelez, Starkey, Tallman, Bianco, and Carr

Commissioner Starkey, Berrelez, Carr and Tallman were present, along with Director Staton and Director Babicz. Commissioner Bianco was absent. JoAnn Freeman, Island Lake Resident, was in attendance.

3. Approval of Minutes – July 28, 2026 – Regular Session Minutes

A motion to approve the Regular Session Minutes was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll call: All aye

4. Comments from the Public - Those wishing to comment during the public comment section of the Board Meeting may do so, provided they follow the District's Public Comment Policy located on the District's website at <https://www.waucondaparks.com/general/policies/>. Public comments will be limited to three (3) minutes for each speaker.

JoAnn Freeman, Marketing Coordinator, thanked the Board for their support in having a luncheon on Staff Appreciation Day, Friday, August 7. The Social Committee invited Mr. Taco Mex to provide a picnic style lunch for all the staff members that were able to attend.

5. Communications

Director Staton mentioned that he received a Thank You letter from the Village of Wauconda for the Park District's donation to the Fireworks event.

6. Approval of Disbursements – July 29, 2026 – August 11, 2026, = \$137,932.30

A motion to approve the disbursements from July 29, 2026-August 11, 2026, in the amount of \$137,932.30 was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll call: All aye

7. Committee Reports

A.) Recreation

Director Babicz reviewed her written report with the following items highlighted- Touch A Truck to end Camp Wauconda was a huge success, Beyond the Bell begins on Wednesday, August 19 with 210 participants enrolled, Men's Fall Softball begins August 25, Beach House renovations are in progress and the Fall Program Guide has arrived in mailboxes and has been populated on the website.

B.) Finance

Written report will be provided at the next meeting. Director Staton has a meeting with L&A tomorrow to review the finance report.

C.) Park Maintenance

Director Staton reviewed Director Drinkwine's written report with the following items highlighted- Staff are looking to remove a few trees in Cook Park, seasonal employees have returned to school, Director Staton and Director Drinkwine have been working on obtaining a quote for the new dump truck and maintenance picked-up a new sailboat for sailing lessons.

D.) W-Fest

No report

E.) Comprehensive Plan

Director Staton reviewed the Comprehensive Plan Timeline with the Board. The directive he provided was that he will update the timeline quarterly but provide updates in his Administration Report.

Discussion: Commissioner Carr mentioned that he would like to see updates for the Comprehensive Plan that are not only related to Bangs Lake Marina or the park updates, but about programs, walking paths, etc.

F.) Administration

Director Staton reviewed his written report with the following items highlighted- update on the Bangs Lake Marina Project, 2027 Election Calendar, and the Phil's Beach Cross Walk Lights have been replaced.

Discussion: Commissioner Carr asked what the estimated completion date will be for the Bangs Lake Marina project. Director Staton replied if everything goes well it should be completed in November. We are still waiting for a permit from IDOT for work that needs to be completed in the Right of Way. Commissioner Starkey asked Director Staton to review the information on the Marina Redevelopment and to consider keeping the information current versus keeping a history of what has happened. Starkey also added that he would like to see a finish line for the project in the next update of the FAQ's. He also requested that Featherstone attend either the August 25 or the September 8 Board Meeting for an update. Commissioner Carr asked if the Larkdale Park Playground renovations can be considered for Spring 2027 and if the Basketball Court at Larkdale can be repaved at the same time the tennis courts at Sedgebrook Park are repaired. Director Staton stated that this was the plan moving forward.

8. New Business

A. Approval – Purchase Fitness Center Air Conditioner – Gleason Plumbing Heating, Air, and Electric = \$26,687

A motion to approve the purchase and installation of Carrier WeatherExpert 12.5 ton Rooftop unit from Gleason Plumbing, Heating, Air, and Electric at a cost not to exceed \$26,687 to replace the HVAC system in the fitness center was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll call: All aye

Discussion: Commissioner Carr asked Director Staton if he compared the budget to what payment was approved for this ac unit. Director Staton replied that he typically does this on all major purchases and that he used a higher quote for this replacement (that he received during budget time) for the budget this year.

B. Approval - Purchase of Snow Plow – Knapheide - \$9,647.00

A motion to approve the purchase of a Western Plow multi position Wing Snowplow for a cost not to exceed \$9,647.00 was made by Commissioner Berrelez and seconded by Commissioner Starkey. Roll call: All aye

Discussion: None

C. Distribution Draft Personnel Policy Manual

Director Staton provided each board member with the revised Personnel Manual. The manual was updated by Director Staton, Director Babicz and HR Representative Plepel, and reviewed by corporate counsel. Staff will provide the Board with anything that is new in the manual at the next board meeting. Staff are hoping to have the manual approved before November 1.

9. Unfinished Business

A. Bangs Lake Outflow Project – Phil’s Beach Fence

No update

Discussion: Commissioner Starkey asked who has the next step in the Outflow Project based on Director Staton’s conversations with the Village and Derek from HMG. Director Staton replied that Derek was going to look at pricing regarding the decorative fencing, but he has not heard back yet. He will follow up.

B. Sound Proofing at Osage Park

No update

C. Sedgebrook Park Tennis Court Timeline

No update

D. Phil’s Beach Slide

No update

Discussion: Commissioner Starkey asked about the paint that is peeling on the fence at Phil’s Beach and wanted to make sure this project is still on the list. Director Staton responded that it is on our list of maintenance issues.

10. Commissioners’ Comment

Commissioner Berrelez expressed that she was impressed with the Fall Program Guide. She felt the guide is very engaging and was a “page turner”.

11. Executive Session – If needed for the

1. Litigation – Pending or Imminent 5 ILCS 120/2 (c)(11)
2. Personnel – Appointment, employment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 120/2 (c) (1)
3. Real Estate – Purchase or Lease (Buy) 5 ILCS 120/2(c)(5)
Setting Price for Sale/Lease 5 ILCS 120/2 (c) (6)

12. Issues to be voted on by Board that were discussed in executive session

13. Adjournment

A motion to adjourn the meeting at 6:46 pm was made by Commissioner Starkey and seconded by Commissioner Tallman. Voice vote: All aye

The Wauconda Park District is subject to the requirements of the American’s With Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Tim Staton at (847) 526-3610 promptly to allow the Wauconda Park District to make reasonable accommodations for these persons.