



**Board Meeting Minutes
December 9, 2025 – 6:00 pm
Community Center
600 N. Main Street, Wauconda, IL**

1. Call to Order – Pledge of Allegiance
At 6 pm Commissioner Starkey called the meeting to order.
2. Roll Call: Commissioners –Berrelez, Carr, Bianco, Tallman, and Starkey
Commissioners Bianco, Berrelez, Carr and Starkey were present along with Executive Director Staton and Director Babicz. Commissioner Tallman was absent. The following members of the public attended the meeting: JoAnn Freeman, Mark Ftacek, Jaxson Ftacek, Kelly Ftacek, Alan Emmerich, Shane Bonner and Beth Christianson.
3. Approval of Minutes – November 25, 2025 – Regular Session Minutes
A motion to approve the Regular Session Minutes from November 25, 2025, was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll call: All aye
Discussion: Commissioner Starkey requested an addition to the minutes in Section B under Finance. He requested Director Staton’s response to his question be added to the minutes. This will be reflected in the final notes.
November 25, 2025 – Executive Session Minutes
A motion to approve the Executive Session Minutes from November 25, 2025, was made by Commissioner Bianco and seconded by Commissioner Berrelez. Roll call: All aye
Discussion: Commissioner Bianco noted that Commissioner Tallman was in attendance, whereas the notes say he was not. This will be updated in the official record.
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.
None
5. Communications
Director Staton provided information on the Wauconda Area Chamber 2026 Annual Awards Dinner, January 16 from 6-10 pm. Director Staton would like to reserve a table if we have enough interest. He asked the Board to let him know in the next week or so. Director Staton also provided information on the Ancel Glink IAPD/IPRA Conference Dinner at Athena Restaurant in January. Director Staton requested the Board let him know who will attend so that he can RSVP our District.
6. Approval of Disbursements – November 26, 2025 – December 9, 2025, = \$65,266.62
A motion to approve the disbursements from November 26, 2025 - December 9, 2025, in the amount of \$65,266.62 was made by Commissioner Carr and seconded by Commissioner Bianco. Roll call: All aye

Discussion: Director Staton reviewed a few items on the Disbursement Report with the Board.

7. Committee Reports

A.) Recreation

Director Babicz reviewed her written report with Highlights including holiday event numbers, Silver Sneakers, new Fitness Staff, Giving Tree for WISHES and summer class beginning dates.

Discussion: Commissioner Bianco asked if staff have started developing information to inform Marina Slip holders about the construction timeline. Director Staton will work with staff at the beginning of the year.

B.) Finance

Director Staton reviewed his written Finance Report.

Discussion: Commissioner Starkey asked if staff have monitored Fitness memberships and if there is a noticeable trend. Director Staton responded that our memberships stay consistent and that our memberships cater to Seniors more than adults and teens. Commissioner Bianco asked if staff plan to raise Phil's Beach pricing. Director Babicz advised that the fees were minimally raised for the upcoming summer. Director Staton informed the Board that Supervisor Miller is looking into ways to lower costs for the Phil's Beach Concession stand. Commissioner Carr asked about the difference in Marina revenue from one month to the next, stating that the revenue had gone down and not up in the previous year. Director Staton was going to check with L&A and report back to the Board on this.

C.) Park Maintenance

The Parks Department has been busy snowplowing, putting up holiday decorations, adjusting heating units in the Community Center. Two park staff, Alan Emmerich and Jacob Moran attended PDRMA playground inspection training.

D.) W-Fest

Director Staton canceled the last meeting due to low attendance. He sent an email to the committee with links to band suggestions, hoping for feedback. He reviewed the bands that he already has booked.

Discussion: Commissioner Carr asked if the costs for FEST will eventually level out. Director Staton spoke on the different expenses from last year and how the major expenses stay the same, but revenue can be impacted by inclement weather.

E.) Comprehensive Plan

Director Staton gave the Board an update on the Bangs Lake Marina project. A public hearing for this project will be on January 7 at Village Hall.

Discussion- Commissioner Starkey asked what the ETA will be on an update visual on the viewing area that was discussed at the last Board Meeting with Hitchcock. Director Staton will reach out to Hitchcock and report back to the Board.

F.) Administration

Director Staton reviewed his written report. He noted that fifty-one (51) triathletes took advantage of the 20% discounted Black Friday sale for the Triathlon.

8. New Business

A) Presentation – Quarterly Employee Service Awards

Alan Emmerich – 20 Years

Kelly Ftacek – 15 Years

Director Staton gave a brief presentation for each staff member that was given a Service Award for this Quarter. The Board thanked each staff member for their hard work and dedication.

B) Approval – Ordinance 2025-07 An Ordinance For The Levy And Assessment Of Taxes For The Fiscal Year Beginning May 1, 2026 and ending on April 30, 2027.

A motion to approve Ordinance 2025-07 For The Levy And Assessment Of Taxes For The Fiscal Year Beginning May 1, 2026, and ending April 30, 2027, was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll call: All Aye

C) Approval – Ordinance 2025-08 An Ordinance abating the tax hereto levied for the year 2025 to pay the principal and interest on General Obligation Park Bonds (Alternate Revenue Source, Series 2021A, of the Wauconda Park District, Lake County, Illinois.

A motion to approve Ordinance 2025-08- An Ordinance abating the tax hereto levied for the year 2025 to pay the principal and interest on General Obligation Park Bonds (Alternative Revenue Source), Series 2021A of the Wauconda Park District, Lake County, Illinois was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll call: All aye

D) Approval - Ordinance 2025-09 An Ordinance abating the tax hereto levied for the year 2025 to pay the principal and interest on General Obligation Park Bonds (Alternate Revenue Source, Series 2021B, of the Wauconda Park District, Lake County, Illinois.

A motion to approve Ordinance 2025-09- An Ordinance abating the tax hereto levied for the year 2025 to pay the principal and interest of General Obligation Park Bonds. (Alternative Revenue Source), series 2021B of the Wauconda Park District, Lake County, Illinois was made by Commissioner Carr and seconded by Commissioner Bianco. Roll call: All aye

E) Presentation and Approval – Fitness First Renovations

Director Babicz gave a presentation created by Supervisor Bonner on Fitness Center Improvements that staff would like to make. The improvements would include new strength equipment, new flooring where the carpet currently is, and new countertops and cabinets for the front desk area. The Wauconda Parks Foundation will be awarding \$20,000 to assist with this project.

Discussion: Commissioner Carr asked why there is a large difference between the quote for Direct Fitness machines (\$31,325) and the Fitness Solutions machines (\$68,430). Supervisor Bonner responded that Direct Fitness was quoted a smaller number of machines, based on the functionality of the equipment. Some machines have a dual purpose and will free up space on the floor. Fitness Solutions equipment does not offer option. The quote only refers to the replacement of Nautilus machines. The free weight area will not change.

A motion to approve the purchase of new Precor selectionized equipment from Direct Fitness Solutions for a cost not to exceed \$33,000 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll call: All aye

A motion to approve the purchase of new fitness flooring to replace the carpeted areas in Fitness First to be purchased from Direct Fitness Solutions and installed by the Parks Department at a cost not to exceed \$5,500 was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll call: All aye

A motion to approve the replacement of cabinets and countertop in Fitness First for a cost not to exceed \$2,500 was made by Commissioner Bianco and seconded by Commissioner Carr. Roll call: All aye

F) Approval – Liberty Lakes Homeowners Association Service Agreement

A motion to approve a service agreement with the Liberty Lakes Homeowners Association for the maintenance of outlots described in the agreement for a cost not to exceed \$7,280 annually was made by Commissioner Berrelez and seconded by Commissioner Carr. Roll call: All aye

Discussion: Director Staton reviewed the history of Liberty Lakes and why we have this agreement. Commissioner Bianco asked if this agreement is necessary moving forward. Director Staton said that could be up for discussion. Commissioner Starkey mentioned that this property can be grouped with other properties that need to be reviewed in future Comprehensive Plans.

G) Approval – Midwest Environmental Consulting Services – Bulk Asbestos Survey

A motion to approve the proposal from Midwest Environmental Consulting Services to conduct an asbestos survey of the apartment buildings, house, and storefront on the Bangs Lake Marina proper for a cost not to exceed \$9,000 was made by Commissioner Bianco and seconded by Commissioner Carr.

Discussion: This is part of the permitting process for demolition. It is within the budget that Featherstone presented to the Board. Commissioner Carr asked if this proposal is in line with others that Director Staton has seen, he answered yes, it is.

9. Unfinished Business

None

10. Commissioner's Comment

Commissioner Berrelez wanted to thank Supervisor Bonner for his research on the Fitness Center upgrades.

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)

At 7:26 pm a motion to enter Executive Session for the purpose of discussing 2. Personnel- Appointment, employment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 120/2(c)(5) was made by Commissioner Berrelez and seconded by Commissioner Bianco. Voice Vote: All aye.

At 8:35 pm a motion to end Executive Session and reenter the Regular Meeting was made by Commissioner Carr and seconded by Commissioner Berrelez. Voice Vote: All aye.

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

None

13. Adjournment

A motion to adjourn the meeting at 8:36 pm was made by Commissioner Bianco and seconded by Commissioner Berrelez. 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.