



Board Meeting Minutes
January 13, 2026 – 6:00 pm
Community Center
600 N. Main Street, Wauconda, IL

1. Call to Order – Pledge of Allegiance

2. Roll Call: Commissioners –Berrelez, Carr, Bianco, Tallman, and Starkey
Commissioners Berrelez, Carr, Bianco, Tallman and Starkey were present along with Executive Director Staton and Director Babicz.

3. Approval of Minutes – December 9, 2025 – Regular Session Minutes

A motion to approve the Regular Session Minutes from December 9, 2025, was made by Commissioner Bianco and seconded by Commissioner Berrelez. Roll call: All aye

Discussion: Commissioner Carr noted the total approval was off by \$0.10. Executive Director Staton will make the correction prior to posting the minutes.

December 9, 2025 – Executive Session Minutes

A motion to approve the Executive Session Minutes from December 9, 2025, was made by Commissioner Berrelez and seconded by Commissioner Carr. 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.

None

5. Communications

Director Staton presented a Thank You card from the Village of Wauconda Staff for the candy that Director Staton and Director Babicz delivered the Monday before the holidays. He included the Chamber Year in Review and a Thank You note from the Holly Jolly Committee for helping with the event in December.

6. Approval of Disbursements – December 10, 2025 – December 23, 2025, = \$445,932.18

A motion to approve the disbursements from December 10, 2025-December 23, 2025, in the amount of \$445,932.18 was made by Commissioner Berrelez and seconded by Commissioner Tallman. Roll call: All aye

Discussion: Director Staton reviewed a few items that were out of the ordinary for the disbursements. Most notably the District made it’s annual bond payments.

December 24, 2025 – January 13, 2026, = \$131,584.48

A motion to approve the disbursements from December 24, 2025-January 13, 2026, in the amount of \$131,584.48 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll call: All aye

Discussion: Director Staton reviewed the report with the Commissioners.

7. Committee Reports

A.) Recreation

Director Babicz reviewed her written report with highlights that included the Sweetheart Dance, Silver Sneakers, Fitness First Renovations, and the yearly PDRMA review.

B.) Finance

Director Staton reviewed the November 2025 Monthly Financial Report from Lauterbach & Amen.

Discussion: Commissioner Bianco asked about making sure the columns are at the top of each page of the L&A Financial Report. Director Staton will remind L&A to add that. Director Staton is meeting with our accountant from L&A tomorrow for their bi-weekly meeting.

C.) Park Maintenance

Director Staton reviewed Director Drinkwine's written report with highlights that included winter maintenance, Christmas decoration removal, and general maintenance at district facilities.

Discussion: Commissioner Bianco asked what the OSLAD sign at Osage Park looks like. Director Staton gave an approximate size and where the sign is located on the main Osage Park sign. This sign acknowledges the project was partially funded with an OSLAD Grant provided by the Illinois Department of Natural Resources.

D.) W-Fest

None

E.) Comprehensive Plan

Comprehensive Plan updates will be reviewed in Director Staton's report.

F.) Administration

Director Staton reviewed his written report with highlights that included Automobile Tax Refund, IPRA Conference, Annual Chamber Dinner, and an update on the Bangs Lake Marina Project that included the upcoming bid process for the demolition of the buildings, review of the Village Zoning Board of Appeals/Planning Commission meeting and core soil samples at the site.

Discussion: At the January 27 Board Meeting the Board will coordinate sessions that they will attend at the IPRA Conference. Commissioner Starkey commented that Director Staton and his team did well at the January 7 Village Zoning Board of Appeals/Planning Commission meeting. Commissioner Starkey asked for a follow up on the rendering of the Bangs Lake Marina that was mentioned in the last Board Meeting minutes. Director Staton said he will review this with Featherstone and Hitchcock tomorrow. He mentioned that the FAQ page has some renderings on the Bangs Lake Marina project. Commissioner Starkey also asked how staff is addressing slip customers and managing expectations on the project and access to the marina during the renovations. Director Staton said he will

have a better idea of how to address this when there is more information on dates for the project. Director Staton presented the swing benches that Hitchcock recommended for the Bangs Lake Marina project, asking for Board's opinion on which they liked best. The Board asked Director Staton to see if there are additional options, something more like a glider.

8. New Business

A) Review FY 26/27 Budget Timeline

Discussion: Commissioner Starkey asked Director Staton if the new budget will have allotted dollars for park renovations. Director Staton noted that it will. Starkey also asked for a side by side of the budget and the comprehensive plan for review purposes.

B) Approval - Amendment to Executive Director Contract

A motion to approve the employment contract amendments for Executive Director Staton dated January 13, 2026, as presented to the Board was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll call: All aye

C) Discussion and Approval – Professional Service Agreement Amendment #1 – Hitchcock Design Group

A motion to approve the Professional Services Agreement Amendment #1 from Hitchcock Design, Inc. for additional services outlined in the agreement needed for the completion of the Bangs Lake Marina OSLAD project not to exceed \$63,400 was made by Commissioner Bianco and seconded by Commissioner Carr. Roll call: All aye

Discussion: Director Staton reviewed the Service Agreement that Hitchcock Design presented based on the additional work they will be doing for the project. Director Staton explained the scope of the project has increased so the work has increased. This work was included in Featherstone's overall budget but was not assigned to anyone to complete. Commissioner Starkey asked if this was a surprise to Director Staton. Director Staton advised that it was but given the additional scope of the project from the initial phases, it makes sense.

9. Unfinished Business

None

10. Commissioner's Comment

Commissioner Tallman mentioned that over Winter Break he and his family attended Open Gym and found that the Fitness Attendant was attentive to their needs, recognized them the following day, and spoke to them about membership. He felt it was excellent engagement and wanted to pass his observation along.

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 the Board that were discussed in executive session

13. Adjournment

A motion to adjourn the meeting at 7:01 pm was made by Commissioner Berrelez and seconded by Commissioner Carr. 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.