



Board Meeting Minutes
November 25, 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 Tallman, Bianco, Berrelez, Carr and Starkey were present along with Executive Director Staton and Director Babicz. The following members of the public attended the meeting: JoAnn Freeman, Tom Featherstone from Featherstone, Inc, and Andy Howard from Hitchcock Design Group.
3. Approval of Minutes – November 11, 2025 – Regular Session Minutes
A motion to approve the Regular Session Minutes from November 11, 2025, was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll call: All aye; Commissioner Carr abstained.
Discussion: Commissioner Starkey congratulated Director Staton on his 22nd year anniversary. Commissioner Starkey revised his comment in the discussion regarding the audit review.
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 comment will be limited to three (3) minutes for each speaker.
None
5. Communications
Director Staton presented a letter from PDRMA stating we will receive a \$500 reimbursement for utilizing their Ladder Alternative Reimbursement Program. Director Staton thanked Director Babicz for submitting the request.
6. Approval of Disbursements – November 12, 2025 – November 25, 2025, = \$73,750.78
A motion to approve the disbursements from November 12, 2025-November 25, 2025, in the amount of \$73,750.78 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll call: All aye
Discussion: Director Staton reviewed a few items on the disbursements with the Board.
7. Committee Reports

A.) Recreation

Director Babicz gave a brief report that included upcoming holiday event prep, Winter Program Guide is at the printer, Supervisor Miller is the new Co-Chair for the IPRA Nature Committee, and new pads for the walls in the gym.

B.) Finance

Director Staton reviewed the summary page of the Financial Report. The in-depth report will be talked about next month. Director Staton mentioned we are trending higher in our fund balances than last year, except for the Capital Improvement Fund. The expenses in the Capital Improvement Fund would include Osage Park and the engineering fees for the Bangs Lake Marina project, both planned expenses.

Discussion: Director Staton mentioned another capital project is Fitness First, which Supervisor Bonner is working on a proposal. Commissioner Starkey asked if the Sedgebrook tennis courts are still high on the Capital Improvement list, with Director Staton replying that the tennis courts have a spring target date for completion. Commissioner Carr mentioned the need for a new maintenance truck that was written in Director Drinkwine's recent report and asked if L&A resolved the questions regarding Marina funds (from deferred accounts). Director Staton's Finance Report will be talked about at the next meeting.

C.) Park Maintenance

No report

D.) W-Fest

Meeting is next Monday, December 1.

E.) Comprehensive Plan

The Comprehensive Plan is reviewed during the first meeting of the month.

F.) Administration

Director Staton reviewed his written report. Items included IPRA Conference registration, TIF meeting, Tri Meeting was held last night (20th anniversary coming up with a possible new shirt design and logo), personnel folders and our plans to write to the state of Illinois for document destruction approval.

Discussion: The Board is happy that Supervisor Miller is on the Nature Committee for IPRA.

8. New Business

A) Bangs Lake Marina Design Review – Hitchcock Design Group and Featherstone, Inc.

Andy Howard from Hitchcock Design Group reviewed the scope of design plans for the Bangs Lake Marina OSLAD Grant. Tom Featherstone from Featherstone, Inc reviewed the budget and schedule for the plan.

Discussion: Commissioners asked multiple questions to better understand the scope of the plan. Questions and discussion included: the entrance off of 176 will be 24 ft wider, how high the retaining wall will be, what the detectable warnings are for, blank space to the left of the stairs, sitting capacity in the area for events like the fireworks and possible extra parking spaces and is the triangle at the entrance necessary. Tom from Featherstone offered to paint out the curbs so the Board can see the dimensions for the drive in. Discussion on keeping the design of Bangs Lake Marina the same as Phil's Beach. The Board wants staff to be prepared to offer alternate solutions for slip holders to reach their boats if the final opening date is in June.

9. Unfinished Business

None

10. Commissioner's Comment

None

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 8:00 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) (1) was made by Commissioner Berreles and seconded by Commissioner Carr. 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 Regular Session meeting at 9:05 pm was made by Commissioner Tallman 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.