Board Meeting Minutes
September 22, 2026 – 6:00 pm
Community Center
600 N. Main Street, Wauconda, IL

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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

Commissioners Berrelez, Carr, Starkey, and Bianco were present, along with Director Staton and Director Babicz. Commissioner Tallman was absent. The following members of the public were in attendance, JoAnn Freeman, Island Lake resident.

3. Approval of Minutes – September 8, 2026 – Regular Meeting Minutes

A motion to approve the Regular Session Minutes was made by Commissioner Berrelez and seconded by Commissioner Bianco. 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

None

6. Approval of Disbursements – September 9, 2026 – September 22, 2026, = $569,963.43

A motion to approve the disbursements from September 9, 2026 – September 22, 2026, in the among of $569,963.43 was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll call: All aye

Discussion: Director Staton answered Commissioner Berrelez's question about the Membership Fees paid for the Triathlon.

7. Committee Reports

A.) Recreation

Director Babicz gave a brief report regarding program cancellations due to the weather, Scarecrows in the Park, and the Family Fall Extravaganza this upcoming Friday, and an update on Silver Sneakers memberships.

Discussion: Commissioner Carr recommended that staff reach out to Liberty Arms regarding Silver Sneakers. Director Babicz will reach out to Peggy from the Township for contact information and possible collaboration for transportation needs.

B.) Finance

Director Staton reviewed the Monthly Financial Report from Lauterbach & Amen. He noted that Commissioners Carr and Tallman will be meeting with him on October 19 for a Finance Meeting.

C.) Park Maintenance

Director Staton gave a brief report noting that key maintenance staff have been out for a few weeks. Staff have been mulching trees, mowing, and assisting the Recreation Department with ball field preparation on Tuesdays.

D.) W-Fest

Next meeting will be Wednesday, September 30. Board members can share thoughts and ideas with Director Staton by next Monday, September 28. Director Staton will have a budget recap at the next Board meeting.

E.) Comprehensive Plan

No Discussion. The Comprehensive Plan is discussed at the first meeting of each month.

F.) Administration

Director Staton reviewed his written report with highlights that include; October 14 Bangs Lake Marina completion date, Phil's Beach fence, Health Insurance for 2027, and an upcoming Wauconda Parks Foundation event for the Super Bowl.

Discussion: Commissioners checked in with Director Staton on the status of signage for the Bangs Lake Marina and the warranty for peeling paint on the fence at Phil's Beach. Director Staton noted that he continues to work on both topics.

A brief discussion was had on the purpose of the Wauconda Parks Foundation and if the Board feels that the Foundation is valuable to the District's mission. Some of the current Foundation members are looking to move on from the Foundation and are looking for feedback from the Board, as well as people who may be interested in keeping the Foundation active, should the Board see it's continued value.

Director Staton provided the Board with pictures of the roof tops of the buildings from the highest point of the hill at the Bangs Lake Marina. Featherstone inquired if the Park District was interested in having the roofs painted. Commissioners noted they want to look at the roofs before deciding.

Commissioner Starkey reviewed the notes from the last board meeting about the Bangs Lake Advisory Committee being disbanded and wondered how the board, as well as the community, will receive updates on the lake's health as well as lake related initiatives being planned. After further discussion, it was decided Director Staton will bring this topic to the Village Administrator and plan to attend the next Natural Resources Committee meeting.

8. New Business

A. Approval – Bangs Lake Marina Doors – TDS Door - $13,639.00

A motion to approve the purchase and installation of five doors at the Bangs Lake Marina for the total cost not to exceed $13,639.00 was made by Commissioner Starkey and seconded by Commissioner Bianco. Roll call: All aye

B. Discussion and Approval – 2026 Personnel Manual Updates

A motion to approve the Personnel Policy Manual as presented by staff was made by Commissioner Berrelez and seconded by Commissioner Starkey. Roll call: All aye

C. Approval – Construction Contract – Doetsch Contractors, Inc. = $251,358.48
A motion to approve Construction Contract #10 for Doetsch Contractors, Inc in the amount of $251,358.48 for Earthwork and Site Utilities to complete the Bangs Lake Marina Project was made by Commissioner Bianco and seconded by Commissioner Starkey. Roll call: All aye
Discussion: Board consensus was that we need to approve this contract, but the Board wants a follow-up on how we will break even with the original contract and the progress on the recourse to the surveyor for the additional cost they caused to the District.

D. Discussion and Approval Privacy Fence Phil's Beach
The Board inquired with Director Staton on who directed the original contract to put up the fence; was it the Park District or Honey Hill. After continued discussion, Board consensus is to go back to legal counsel and determine our options and how to move forward with a contract that eliminates the Park District from further responsibility of the fence.

9. Unfinished Business
   A. Bangs Lake Outflow Project – Phil's Beach Fence
      Director Staton will follow up with the Village

   B. Punch List at Osage Park
      Commissioner Starkey asked for an itemized list of what is on the punch list and who is responsible with target dates for completion.

   C. Sedgebrook and Larkdale Park Tennis Renovations
      Director Staton has met with two companies regarding playground upgrades for Larkdale. Once he has more details he will bring them to the Board.

   D. Phil's Beach Slide
      Two companies came out to give quotes for the Phil's Beach Slide removal. Director Staton is waiting for the third company before bringing it to the Board.
      Discussion: Director Staton needs the third quote to move forward with this project and will look into whether there are other means of disposing of the slide.

10. Commissioners' 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)

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

13. Adjournment

A motion to adjourn the meeting at 7:49 pm was made by Commissioner Starkey 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.