

**Minutes of the Waukegan Park District  
Special Meeting  
Board/Staff Design Workshop Meeting  
April 23, 2008**

The Board of Commissioners of the Waukegan Park District and staff met for a Special Meeting to conduct a Board/Staff design team workshop on April 23, 2008 at the hour of 6:00 p.m. at the Rose Administrative Center, Waukegan, Illinois.

**I. Call to Order**

President Duffy called the meeting to order at 6:00 p.m. and directed the roll.

**II. Roll Call**

President Duffy, Commissioners Motley and Foley were present. Absent were Commissioners Durkin and Sarocka. Also present was Executive Director Greg Petry and Board Attorney Charles Smith.

Mr. Petry introduced the consultants who would be making presentations to the Board concerning the sports complex design: Dave Ridderhoff (W.B. Olson); Jon Ruble (JJR); Paul Wiese (JJR); Doug Holzrichter (PHN Architects); Dave Olson (W.B. Olson); and Bob Hamilton (Gewalt Hamilton).

The Workshop Agenda, as prepared by Bob Hamilton, was reviewed. Mr. Petry presented an overview as to the progress thus far in establishing work assignments and design for the sports complex. The Mission Statement was reviewed and it was noted that both Commissioners Foley and Motley had made suggestions in advance of the meeting which were incorporated into the final Mission Statement.

Mr. Hamilton presented his Workshop Agenda and reviewed the plat of survey. He noted that the site would be better served if there was access along West Beach Road. The road is within the Village of Beach Park so cooperation from Beach Park would be essential.

Mr. Hamilton also reviewed the topographical survey and noted the drainage and the floodway on the property. He advised that state approval was needed to make any changes within the floodway. Three storm detention areas were noted and wetlands were pointed out. Mr. Hamilton reviewed the number of regulatory agencies that can be involved in the wetlands, including the U.S. Army Corps of Engineers, the State Department of Natural Resources, Lake County Stormwater Management, and the City of Waukegan. He advised that it would be best to work with Stormwater Management concerning these issues.

At 6:30 p.m., Commissioner Sarocka arrived and was seated.

Mr. Hamilton advised that City sewer service is available from Yorkhouse, but there is also the possibility of connecting to the airport sewer system, assuming that adequate capacity is available.

Illinois Department of Transportation (IDOT) will require a designated entrance and exit to the complex. IDOT will also require left hand turn lanes for the Green Bay Road entrance and for West Beach Road, if the Park District is allowed to use Beach Road as an access point. The Village of Beach Park will likely require road improvements to Beach Road in order to use it as an access road to the site.

Water is available from the City for drinking and there is adequate water for irrigation on the site.

The FAA will be reviewing the Park District's application concerning lighting.

Mr. Hamilton noted that preliminary soil testing will be done shortly.

Paul Wiese of JJR stated that his firm had reviewed the project and had not noted the value of many trees on the site. He reviewed with the Board several computerized renderings of the site and several proposals for the site. Mr. Wiese noted that it is most likely that natural grass would be used for the fields, but there might be some fields that the District may want to consider using a synthetic surface, particularly if they are high use fields. The drainage at the site will affect the amount of area that can be used for play.

The Board was advised that the preferred orientation for fields is at a north/south direction to lessen the impact from the sun. Mr. Hamilton stated that in designing the fields his company would attempt to minimize the effects of the wind. Lighting, sports fields, parking lots, and pedestrian walkways were also reviewed.

The Commissioners were advised that the flight of balls out of the fields of play would have to be considered and how large an area needs to be reserved for each area of play.

The largest field is anticipated to be 225 x 360 feet, plus a 25 foot buffer on all sides. Parking will also be required at a rate of 40 spaces per field. Mr. Wiese estimated that one soccer field with parking will consume approximately three acres of land. Similarly, baseball/softball fields will be approximately three acres, including parking. Forty-five acres of the site has hydric soils that may have to be modified if used for fields. Various configurations of the use of the site, avoiding existing wetlands were reviewed. Concept schemes were also reviewed.

Doug Holzrichter of PHN Architects advised that his firm will be working with the team to design the amenity zones for the stadium, maintenance, and typical support needs. PHN Architects has worked for the Park District in the past and he looks forward to being part of this team and helping to make the most of the amenities authorized by the commissioners.

Mr. Petry reviewed the potential for other users, including potentially Robert Morris College. Robert Morris is excited to work with the Park District and they want to have naming rights to the field and make this complex their home stadium. Mr. Petry advised that he would need the assistance of another outside consultant concerning the value of the naming rights and seeking other sponsors for naming rights.

Mr. Petry advised that preliminary indications that there is nothing from an environmental standpoint that would obstruct how the Park District intends to use the Orchard Hills facility for a recreation sports complex. He also reviewed the possibility of using synthetic surfaces, which may have a higher construction cost, but with reduced maintenance costs may be a good investment.

Dave Olson of W.B. Olson reviewed with the Board his work as a construction manager for the Park District in constructing the Hinkston Park Fieldhouse. Mr. Olson explained how his firm provides financial oversight to a project, manages the bidding, analyzes the bids, makes recommendations concerning awarding of the bids, and then provides construction management, including scheduling as the complex is built.

Commissioner Comments. President Duffy stated he considers access to the complex to be a big concern and emphasized the need for two separate and distinct parking lot areas: one off of Green Bay Road and the other off of West Beach Road.

Mr. Petry reminded the Board that there is an advisory and sports affiliates meeting for May 1, 2008 at 7:00 p.m. at the Field House.

**Motion by Commissioner Motley, seconded by Commissioner Foley, to adjourn. Meeting adjourned at 7:55 p.m.**

Respectfully submitted,

Charles W. Smith  
Secretary