

**LAKE BLUFF PARK DISTRICT  
20 YEAR CAPITAL PLAN CITIZEN TASK FORCE  
MINUTES OF MEETING  
NOVEMBER 29, 2012**

The Special 20 Year Capital Plan Citizen Task Force Meeting of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Members: Arnstein, Kruegan, McElvain, Moss, Wallace, Douglass and Forlow

Visitors: Ron Salski (Executive Director), Steve Triphahn (WT Engineering)

**1. CALL TO ORDER:**

Chair Forlow called the meeting to order at 6:36 p.m.

**2. ROLL CALL:**

The following Members were present when the roll was called:

Members: Arnstein, Kruegan, McElvain, Moss, Wallace, Douglass and Forlow

Absent with prior notice: Member Pitera

**3. APPROVAL OF AGENDA:**

A motion was made by Member McElvain to approve the agenda of November 29, 2012. Seconded by Member Moss. The motion carried by unanimous vote.

**4. STATEMENT OF VISITORS**

None

**5. NEW BUSINESS**

**A. Golf Clubhouse – Engineering Report – WT Engineering**

Steve Triphahn presented an engineering report. Mr. Triphahn indicated there needs to be significant report to the HVAC and Electricity. He outlined short and long term costs. Short term estimated construction costs are \$222,837 and long term estimated construction costs are \$475,837. Members requested the maximum years before significant repair is needed. Mr. Triphahn stated repairs are needed within five years.

Members requested to make a few revisions and Mr. Triphahn stated he will finalize.

**B. Capital Model**

Chair Forlow recommended all members fill out the model and if assistance is needed, he and Executive Director Salski will make the time. Chair Forlow stated each member should evaluate low, medium and high costs needed for the Park District. Chair Forlow requested each member send his/her final version within two or three weeks.

**C. Final Report**

Chair Forlow outlined the report's table of contents. Chair Forlow explained the Task Force should not prioritize the plan for the Board but encourage guidelines, usage, policies, costs, etc. Chair Forlow requested each Task Force member provide information.

D. Next Meeting – January

Executive Director Salski outlined a timeframe for a presentation and stated March would be the best opportunity for a presentation. Chair Forlow suggested a meeting be held in January discussing the report.

**7. ADJOURNMENT**

There being no further business, a motion was made by Member Moss and seconded by Member Douglass to adjourn the meeting at 8:30 p.m. The motion carried by unanimous vote.

Approved, March 11, 2013