

Long Range & Strategic Planning Committee
Tentative Minutes
October 10th, 2023

1. Call Meeting to Order: Chairman Griffin called meeting to order at 2:00 p.m. Present: Corbitt, Fox, Gillis, Heuer, Janes, Olmanns, Reising and Griffin. Others Present: HR Director Amanda Jacinto, Jeremy Ciesiel. Absent: None.

Meeting started with moment of silence.

2. Public Comment: None.
3. Approval of Minutes – September 12th, 2023: Motion by Gillis to approve minutes, 2nd by Reising; Motion carried.
4. Long Range Invoices: None
5. New Business:
 - LRP Committee Budget: Appropriations Budget that goes in the finance packets. County Vehicle purchases would be moved to the Long Range & Strategic Planning Committee because they are capital expenditure. A resolution will be made to remove the tow fund. We would use the contingency fund to move money into the LRP budget. We would make recommendations to the County Board. The Sheriff's office is in need of a maintenance vehicle. There is difficulty in finding vehicles and this shifts that responsibility to the committee. Focus House presented their need to plan for replacing their vans. We would prefer to make these purchases in phases. It was suggested to look into vehicle leasing and fleet management options. Chairman Finfrock has a meeting scheduled to learn more about these options in the near future. Discussion took place regarding how to track and plan for vehicle repairs and when a vehicle should be repaired versus replaced. Money has been earmarked for the Capital Plan and engineering needs. Money is appropriated for the demolishing of the home in case that need presents itself. Olmanns made the motion, Fox 2nd; Motion Carried.
6. Old Business:
 - 5 Year Plan; Olmanns is gathering data. We are working to line up resources to reduce the amount of trips made to the building; so the trip is multipurpose and reduces our expense. This would include addressing the Courthouse 3rd floor
 - Courthouse Parking Lot: Ciesiel reported on the parking lot project. Griffin commented on the quality of the work; great job! The entire lot will be restriped to match the new piece of the lot. The landscaping work was a little larger than anticipated. The parking block addition was \$702.00 in materials more than originally budgeted. The Martin & Company contract was for \$56,461.00 and the final cost for them is \$57,539.89. We are holding back 5% (\$2,877.00) of our payment to Martin & Company to ensure that we get growth in the landscaping. A request was made by Ciesiel to pay \$54,662.89 to Martin & Company and the \$702.00 invoice for parking blocks. The project resolution was not to exceed \$56,500; paying this expense out of Long Range and then reimbursing when ARPA funds arrived. Janes made a motion to pay the invoices totaling \$55,364.89. Susie Corbitt 2nd; motion carried.
 - There has been communication with a female from a new organization regarding additional grants and opportunities to save money on energy. This contact information has been shared with Alpha Controls to ensure we don't interfere with our current arrangements.

- Alpha Controls – Brett has reviewed the Pines Annex for improvements. The Historical Courthouse is considered efficient. Garrett is utilizing start and stop in the judicial centers and we are seeing good results. He understands the systems and knows how to use them. He has been a great asset in this efforts.
- A ComEd Vendor contacted us from Texas. They want to helps us save money by getting on Community Solar. ComEd is working with IL to become the #1 state with green energy. Anticipated savings is 10%; estimated to be 20,000 annually. Mike Mudge is familiar with this process, he estimates our savings could be higher. He is currently doing it with three organizations in southern IL. More information will be shared at the next meeting. There is no investment; there may be hoops to go through such as being billed twice a month. There is a waiting list to join the program.
- Solar Project Update – A meeting took place with another ComEd Company conducted the final inspection. Inspector was impressed that we had the whole building already down and laid out. Kudos to the committee and the engineer support we received. He was impressed with the shutoff on the outside of building and not needing to add anything to it. The gentleman did come up with two less solar panels; more than likely he miscounted. We don't anticipate any issues coming out of this. These inspection are common practice for large projects.
- Generator - Court House - The current plan is to leave the little generator where it is. It does our emergency power in this building. We inspect it every month and it meets are needs. Garrett is working with the vendor to look at the generator. Current plan is to leave small generator there. It provides the emergency power to this building. A review of the draw will be done to assess our true needs.
- Courthouse Parking Lot: Ciesiel reported on the parking lot project. Griffin commented on the quality of the work; great job! The entire lot will be restriped to match the new piece of the lot. The landscaping work was a little larger than anticipated. The parking block addition was \$702.00 in materials more than originally budgeted. The Martin & Company contract was for \$56,461.00 and the final cost for them is \$57,539.89. We are holding back 5% (\$2,877.00) of our payment to Martin & Company to ensure that we get growth in the landscaping. A request was made by Ciesiel to pay \$54,662.89 to Martin & Company and the \$702.00 invoice for parking blocks. The project resolution was not to exceed \$56,500; paying this expense out of Long Range and then reimbursing when ARPA funds arrived. Janes made a motion to pay the invoices totaling \$55,364.89. Zach Oltmanns 2nd; motion carried.
- Courthouse 3rd Floor Wall – the wall will be taken down and we will conduct some moisture testing to determine the cause of the issue.
- Hail damage report; we have received photographs from Boss. We are waiting on their estimates. We have not gotten any costs together to replace the floor and door in the basement. We will work on collecting that information and getting it to the contractor.

7. Closed Session: None

8. Adjournment: With no further business Chairman Griffin adjourned the meeting at 2:30 p.m.

Respectfully submitted,
Amanda Jacinto
Human Resource Director



Detail General Ledger Report

G/L Date Range 12/01/22 - 09/30/23

Exclude Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	180.1000.018	Cash BB - Long Range Planning						Balance To Date:	\$3,477,375.67
12/30/2022	2023-00000185	JE	GL	Dec 30, 2022 - Payroll Check Run Offsetting				613.75	3,476,761.92
12/31/2022	2023-00000370	JE	GL	BANK STATEMENT INTEREST			12,051.86		3,488,813.78
					Month	December 2022 Totals	\$12,051.86	\$613.75	\$3,488,813.78
01/06/2023	2023-00000281	JE	GL	Transfer Ck#1057 to Harvard/Bond Debt Service Fund				2,798,575.00	690,238.78
01/27/2023	2023-00000466	JE	RA	Revenue Collection Payment Post	Collections		65,752.52		755,991.30
01/31/2023	2023-00000431	JE	GL	January 31, 2023 Payroll Check Run Offsetting				688.75	755,302.55
01/31/2023	2023-00000600	JE	GL	BANK STATEMENT INTEREST			5,942.30		761,244.85
					Month	January 2023 Totals	\$71,694.82	\$2,799,263.75	\$761,244.85
02/28/2023	2023-00000623	JE	GL	Feb 28, 2023 - Payroll Check Run Offsetting				538.10	760,706.75
02/28/2023	2023-00000776	JE	GL	BANK STATEMENT INTEREST			2,709.55		763,416.30
					Month	February 2023 Totals	\$2,709.55	\$538.10	\$763,416.30
03/31/2023	2023-00000902	JE	GL	Mar 31, 2023 - Payroll Check Run Offsetting				716.20	762,700.10
03/31/2023	2023-00001025	JE	GL	BANK STATEMENT INTEREST			3,091.68		765,791.78
03/31/2023	2023-00001027	JE	GL	BANK STATEMENT INTEREST			3,091.68		768,883.46
03/31/2023	2023-00001031	JE	GL	BANK STATEMENT INTEREST				3,091.68	765,791.78
					Month	March 2023 Totals	\$6,183.36	\$3,807.88	\$765,791.78
04/21/2023	2023-00001120	JE	GL	Host Fees Transfer-From Solid Waste 1st Qtr 2023			321,016.80		1,086,808.58
04/28/2023	2023-00001133	JE	GL	April 28, 2023 Payroll Check Run Offsetting				1,059.78	1,085,748.80
04/30/2023	2023-00001284	JE	GL	BANK STATEMENT INTEREST			3,107.72		1,088,856.52
					Month	April 2023 Totals	\$324,124.52	\$1,059.78	\$1,088,856.52
05/05/2023	2023-00001243	JE	RA	Revenue Collection Payment Post	Collections		38,748.18		1,127,604.70
05/31/2023	2023-00001385	JE	GL	May 31, 2023 Payroll Check Run Offsetting				1,285.50	1,126,319.20
05/31/2023	2023-00001568	JE	GL	BANK STATEMENT INTEREST			5,193.16		1,131,512.36
					Month	May 2023 Totals	\$43,941.34	\$1,285.50	\$1,131,512.36
06/30/2023	2023-00001654	JE	GL	June 30, 2023 - Payroll Check Run Offsetting				1,205.68	1,130,306.68
06/30/2023	2023-00001846	JE	GL	BANK STATEMENT INTEREST			4,764.23		1,135,070.91
					Month	June 2023 Totals	\$4,764.23	\$1,205.68	\$1,135,070.91



Detail General Ledger Report

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Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	180.1000.018	Cash BB - Long Range Planning						Balance To Date:	\$3,477,375.67
07/24/2023	2023-00001924	JE	GL	Host Fees Transfer from Solid Waste-2nd Qtr 2023			381,157.52		1,516,228.43
07/31/2023	2023-00001937	JE	GL	July 31, 2023 - Payroll Check Run Offsetting				1,272.40	1,514,956.03
07/31/2023	2023-00002119	JE	GL	BANK STATEMENT INTEREST			5,355.99		1,520,312.02
Month July 2023 Totals							\$386,513.51	\$1,272.40	\$1,520,312.02
08/02/2023	2023-00002018	JE	RA	Revenue Collection Payment Post	Collections		48,562.09		1,568,874.11
08/31/2023	2023-00002212	JE	GL	Aug 31, 2023 - Payroll Check Run Offsetting				508.10	1,568,366.01
08/31/2023	2023-00002466	JE	GL	BANK STATEMENT INTEREST			7,184.61		1,575,550.62
Month August 2023 Totals							\$55,746.70	\$508.10	\$1,575,550.62
09/29/2023	2023-00002479	JE	GL	Sept 29, 2023 - Payroll Check Run Offsetting				844.30	1,574,706.32
Month September 2023 Totals							\$0.00	\$844.30	\$1,574,706.32
Account Cash BB - Long Range Planning Totals							\$907,729.89	\$2,810,399.24	\$1,574,706.32
Fund Long Range Capital Improvemnt Totals							\$907,729.89	\$2,810,399.24	
Grand Totals							\$907,729.89	\$2,810,399.24	

Ogle County

2024 - 2028 Long Range Capital Expense Plan

Description	Planned Cost	Fiscal Year Totals
FY 2024		
Courthouse - Generator Conversion	10,000.00	
County Vehicle Purchases	250,000.00	
Capital Plan / Engineering Services	100,000.00	
Property Purchases	60,000.00	
HVAC Building Upgrades	50,000.00	
County Building Maintenance	50,000.00	
	<u>\$520,000.00</u>	\$520,000.00
FY 2025		
Sheriff / Maintenance Building Project - Planning	10,000.00	
Judicial Center Capital Projects / Chillers	10,000.00	
Focus House Capital Projects / Residence Hall Plan & Design	5,000.00	
County Facilities Capital Projects	200,000.00	
County-wide Network, Fiber & Security Upgrade	5,000.00	
Property Purchases	60,000.00	
Contingencies - Includes Lighting, HVAC, IT Support/Software, Renewable Energy/Solar	500,000.00	
	<u>\$790,000.00</u>	\$790,000.00
FY 2026		
Sheriff / Maintenance Building Project	300,000.00	
Demolition - County Property	60,000.00	
Judicial Center Capital Projects / Chillers	3,000.00	
County-wide Network, Fiber & Security Upgrade	5,000.00	
Property Purchases	60,000.00	
Contingencies - Includes Lighting, HVAC, IT Support/Software, Renewable Energy/Solar	500,000.00	
	<u>\$928,000.00</u>	\$928,000.00
<i>Future adjustments to follow after major building projects are complete following reviewed capital plan.</i>		
FY 2027		
County Board Sound System	80,000.00	
Soldiers & Sailors Restoration	5,000.00	
County-wide Network, Fiber & Security Upgrade	5,000.00	
Parking Lots Maintenance	15,000.00	
Property Purchases	100,000.00	
County Facilities Capital Projects	40,000.00	
Contingencies	400,000.00	
	<u>\$645,000.00</u>	\$645,000.00
FY 2028		
County-wide Network, Fiber & Security Upgrade	5,000.00	
Parking Lots Maintenance	15,000.00	
Property Purchases	100,000.00	
County Facilities Capital Projects	40,000.00	
Contingencies	400,000.00	
	<u>\$560,000.00</u>	\$560,000.00
Total 5 Year Capital Expense Plan		\$3,443,000.00

**** Capital plans may adjust after a facility assessment is completed.**

Fw: ComEd Energy Advice: Energy Savings Opportunity Alert

Donald Griffin <dgriffin@oglecountyil.gov>

Sun 10/8/2023 3:46 PM

To: Brent Bernardi <brentb@alphaacs.com>

Cc: Donald Griffin <dgriffin@oglecountyil.gov>

Brent,

Please find email from Vanesa that we spoke about on energy study. Your thoughts are appreciated. Please let me know what you think.

Thank you,

Don Griffin
Long Range Planning Chairman
Ogle County Board
District 5

From: Vanesa Fuquene <vanesa.fuquene@powertakeoff.com>

Sent: Thursday, September 21, 2023 12:21 PM

To: Donald Griffin <dgriffin@oglecountyil.gov>

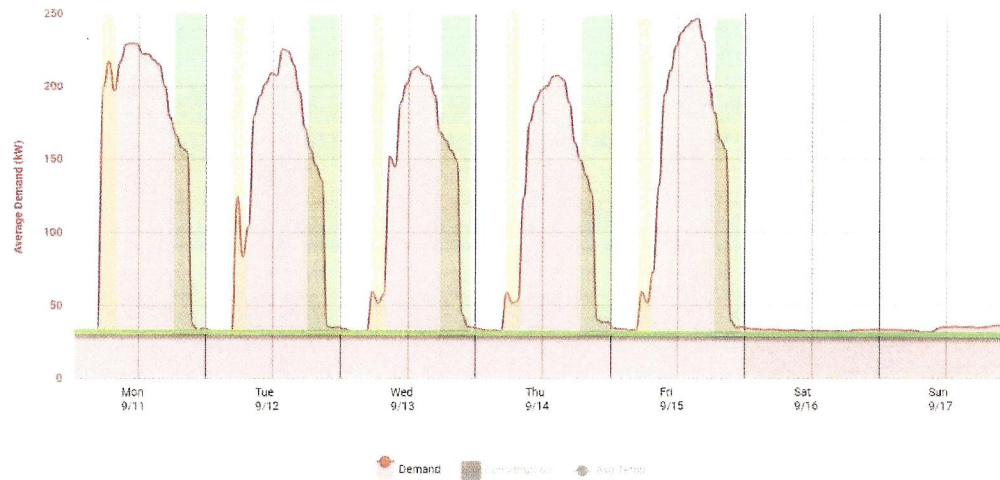
Subject: Re: ComEd Energy Advice: Energy Savings Opportunity Alert

Thank you for taking my call earlier today Don.

I have spoken with my team and there is no problem working alongside Alpha Controls. It would actually be beneficial for us to work together.

Here is a summary of my observations at 106 S 5th St:

- Reducing the setback time from 9:00pm to 5:00pm. (noted in green)
- There seems to be a consistent activity from approximately 2:00am-3:00am. We should try to investigate if some equipment is being scheduled at that time and remove that. (noted in yellow)
- Besides those trends, this location is doing a great job!



Please feel free to forward this email to your team.

When possible please send over those addresses for additional locations and I can put together energy profiles for them as well.

Thanks again Don,

Vanessa Fuquene

Energy Advisor

Vanessa.Fuquene@powertakeoff.com

T (720) 679-2699



Energy Efficiency

By your continued participation in the Virtual Commissioning Program, including acting on any of the information provided in this email or provided through calls with Virtual Commissioning Program personnel, you acknowledge and agree that you have read and consent to the terms and conditions of the Virtual Commissioning Program

Participation Agreement. For more information please visit: <https://www.comed.com/WaysToSave/ForYourBusiness/Pages/FactSheets/VirtualCommissioning.aspx>

On Thu, Sep 21, 2023 at 9:03 AM Donald Griffin <dgriffin@oglecountyil.gov> wrote:

Thank you!

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