



City Council  
**COMMITTEE OF THE WHOLE**  
*City of Belvidere, Illinois*

Alderman Clayton Stevens	Vice Chairman Public Works
Alderman Tom Porter	Chairman Building, Planning & Zoning
Alderman Daniel Snow	Co-Chairman City-County
Alderman Daniel Arevalo	Vice-Chairman Finance and Personnel
Alderman Wendy Frank	Vice Co-Chairman City-County
Alderman Thomas Ratcliffe	Chairman Finance and Personnel
Alderman Matt Fleury	Vice Chairman Public Safety
Alderman Mike McGee	Vice Chairman Building, Planning & Zoning
Alderman Marsha Freeman	Chairman Public Works
Alderman Ric Brereton	Chairman Public Safety

**AGENDA**

March 8, 2021  
6:00 p.m.  
City Council Chambers  
401 Whitney Blvd., Belvidere, Illinois

Call to Order – Mayor Mike Chamberlain.

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Building, Planning & Zoning, Unfinished Business: None.
2. Building, Planning & Zoning, New Business:  
(A) Planning & Zoning Department - Update.

- (B) Special Use Extension – 982 Belvidere Road (Video Gaming).
- (C) Special Use Extension – 1550 Pearl Street (Video Gaming).
- (D) Crystal Parkway Development.
- (E) Building Department - Update.

3. Public Works, Unfinished Business:
  - (A) Stormwater Utility Implementation Phasing.  
Tabled August 10, 2020.
4. Public Works, New Business:
  - (A) Public Works - Update.
  - (B) 2021 Sidewalk Replacement Program.
  - (C) Landscape Maintenance Bid Tabulation.
  - (D) 2021 Tree Program Bid Tabulation.
  - (E) 2021 Mowing Program Bid Tabulation.
  - (F) Proposed 2021 MFT Street Maintenance Program.
5. Other:
  - (A) Resolution Authorizing Certain Annual Parades for 2021.
  - (B) FY22 Budget and Discussion.
  - (C) Police – Request to Hire an Entry Level Police Officer.
  - (D) Business Registration.
6. Adjournment:

## Gina Delrose

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**From:** rcrombie@dollarbarslots.biz  
**Sent:** Tuesday, March 2, 2021 3:19 PM  
**To:** Gina Delrose  
**Subject:** Special Use Permit 982 Belvidere Rd.

Hi Gina,

Back in 2019, we received approval for a special use permit at 982 Belvidere Rd. (2019-01). With everything going on, we still are not ready to move forward with the project but hoping to do so very soon.

Would it be possible to get an extension on the approval?

Thanks a lot,  
Ryan

## Gina Delrose

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**From:** rcrombie@dollarbarslots.biz  
**Sent:** Tuesday, March 2, 2021 3:19 PM  
**To:** Gina Delrose  
**Subject:** Special Use Permit 1550 Pearl St.

Hi Gina,

Back in 2019, we received approval for a special use permit at 1550 Pearl St. (2019-02). With everything going on, we still are not ready to move forward with the project but hoping to do so very soon.

Would it be possible to get an extension on the approval?

Thanks a lot,  
Ryan

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/2/2021  
**Re:** 2021 Sidewalk Replacement Program

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The following bids were received for the City's annual sidewalk replacement program:

Bidder	Amount
1. Globe Construction 1781 W Armitage Ct Addison, IL 60101	\$147,620.00
2. Randy Baier Construction P.O. Box 67 Belvidere, IL 61008	\$152,775.00
3. Campos Construction 1201 12 <sup>th</sup> Street Rockford, IL 61104	\$156,875.00
4. Landmark Contractors, Inc 11916 W Main St Huntley, IL 60142	\$243,974.00
5. Alliance Contractors Inc. 1166 Lake Avenue Woodstock, IL 60098	\$253,050.00

I would recommend approval of the low bid from Globe Construction, in the amount of \$147,620.00, for the City's annual sidewalk program. The unit prices are \$8.15/sf for removal and replacement of 4" sidewalk and \$7.20/sf for removal and replacement of 6" sidewalk. This work will be paid for from Line Item #01-5-310-6003 and Line Item #41-5-110-7900.

2020 unit prices: \$8.73/sf for 4" and \$7.50/sf for 6"  
2019 unit prices: \$10.45/sf for 4" and \$8.800/sf for 6"  
2018 unit prices: \$11.00/sf for 4" and \$16.00/sf for 6"

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/2/2021  
**Re:** Landscape Maintenance Bid Tabulation

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The following bids were opened today for the 2021 landscape maintenance program:

- |  |             |
|--|-------------|
| 1. Area Services, Inc<br>11801 Slough Road<br>Belvidere, IL 61008                      | \$23,404.98 |
| 2. LawnCare by Walter, Inc.<br>31745 North Alleghany Road<br>Grayslake, Illinois 60030 | \$23,590.00 |

I would recommend approval of the low bid from Area Services, in the amount of \$23,404.98, for the 2021 landscape maintenance program. This work will be paid for from Street Department Line Items #01-5-310-6002 and #01-5-310-6826.

2020 Price: \$23,705.00  
2019 Price: \$23,721.00  
2018 Price: \$20,416.00

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/2/2021  
**Re:** 2021 Tree Program Bid Tabulation

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The following bids were received for the 2021 Tree Work Program:

- |  |             |
|--|-------------|
| 1. Tree Care Enterprises, Inc.<br>5563 Kilburn Avenue<br>Rockford, IL 61101            | \$51,600.00 |
| 2. Minnihan's Tree Service LLC<br>2785 Garden Prairie Road<br>Garden Prairie, IL 61038 | \$53,300.00 |
| 3. Trees "R" Us, Inc<br>P.O. Box 6014<br>Wauconda, IL 60084                            | \$54,400.00 |

I would recommend approval of the low bid from Tree Care Enterprises, in the amount of \$51,600.00, for tree work from May 1, 2021 to April 30, 2022 for the City of Belvidere.

The unit prices for this contract are as follows:

	2021	2020	2019
1. Tree Removal (6" to 15" Dia)	\$18.00/In Dia	\$21.00/In Dia	\$21.00/In Dia
2. Tree Removal (Over 15" Dia)	\$31.00/In Dia	\$32.00/In Dia	\$32.00/In Dia
3. Stump Grinding	\$9.00/In Dia	\$10.00/In Dia	\$10.00/In Dia

This work will be paid for from Forestry Funds. The budget for this work is \$40,000.00.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/2/2021  
**Re:** 2021 Mowing Program – Bid Tabulation

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The following bid was received for the mowing of Water Department properties, Public Works properties and the Farmington Ponds:

- |  |  |
|--|--|
| 1. LawnCare by Walter, Inc.<br>4235 S Perryville Rd<br>Cherry Valley, IL 61016 | Water: \$350.00 per mowing, \$620 herbicide<br>Public Works: \$720.00 per mowing, \$1,490 herbicide<br>Ponds: \$225.00 per mowing, \$720 herbicide |
|--|--|

Based on review of the bid, I would recommend the following:

Approval of the low bid from LawnCare by Walter, in the amount of \$350.00 per mowing, for the mowing of Water Department Sites. This work will be paid from Water Department Line Item #61-5-810-6040.

- 2020: \$285.00 per mowing
- 2019: \$380.00 per mowing
- 2018: \$390.00 per mowing

Approval of the low bid from LawnCare by Walter, in the amount of \$720.00 per mowing, for the mowing of the Public Works Sites. This work will be paid from Street Department Line Item #01-5-310-6002.

- 2020: \$520.00 per mowing
- 2019: \$480.00 per mowing
- 2018: \$460.00 per mowing

Approval of the low bid from LawnCare by Walter, in the amount of \$225.00 per mowing, for the Farmington Ponds. This work will be paid from the Farmington Pond Maintenance Fund.

- 2020: \$225.00 per mowing
- 2019: \$270.00 per mowing
- 2018: \$258.00 per mowing



# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/3/2021  
**Re:** 2021 MFT Street Maintenance Program

The following is the proposed MFT Street Maintenance Program for 2021:

**Arterial & Collector Street Overlays:**

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Ward</u>	<u>Quantity</u>	<u>Distance</u>
Pleasant Street	Warren	City Limit	3	9,422 SY	2,120 LF
Newburg & Shaw Intersection			2	1,733 SY	600 LF
Pearl Street	US 20	Southtowne	1	933 SY	200 LF

**Residential Overlays:**

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Ward</u>	<u>Quantity</u>	<u>Distance</u>
W 9 <sup>th</sup> St	5 <sup>th</sup> Ave	7 <sup>th</sup> Ave	1	2,067 SY	620 LF
10 <sup>th</sup> St	Pearl	5 <sup>th</sup> Ave	1	4,167 SY	1,250 LF
10 <sup>th</sup> St	12 <sup>th</sup> Ave	13 <sup>th</sup> Ave	1	780 SY	270 LF
12 <sup>th</sup> Ave	10 <sup>th</sup> St	12 <sup>th</sup> St	1	2,600 SY	900 LF
13 <sup>th</sup> Ave	10 <sup>th</sup> St	12 <sup>th</sup> St	1	2,600 SY	900 LF
Birch Ave	10 <sup>th</sup> St	End	1	1,000 SY	300 LF
Maple Ave	10 <sup>th</sup> St	End	1	1,000 SY	300 LF
Union Ave	10 <sup>th</sup> St	End	1	1,000 SY	300 LF
W Jackson St	John	Appleton	2	5,600 SY	1,800 LF
Kishwaukee St	Roosevelt	End	2	622 SY	280 LF
Kishwaukee St	Jackson	Perry	2	3,200 SY	960 LF
W Macomb St	State	Kishwaukee	2	693 SY	260 LF
Goodrich St	Lincoln	Madison	2	1,600 SY	600 LF
Royal Ave	Newburg	Clines Ford	2	6,333 SY	1,900 LF
Warren Ave	Pleasant	Logan	3	6,667 SY	1,875 LF
Nettie St	Helen	Andrews	3	1,733 SY	650 LF
River Dr	Burgess	Gaynor	4	2,822 SY	1,270 LF
Gaynor St	Gladys	River	4	2,333 SY	1,050 LF
E Lincoln Ave	Main	Bonus	4	12,444 SY	3,500 LF
Davis Dr	Appleton	Highline	4	3,297 SY	930 LF
West St	Van Buren	Main	4	667 SY	300 LF
E 5 <sup>th</sup> St	East	Pearl	5	7,482 SY	2,590 LF
8 <sup>th</sup> St	State	Fremont	5	2,067 SY	930 LF
Starr St	Union	5 <sup>th</sup>	5	2,080 SY	780 LF
Whitney Blvd	5 <sup>th</sup>	6 <sup>th</sup>	5	2,480 SY	620 LF

Current MFT regulations require that ADA compliant sidewalk returns at all intersections of the streets being overlaid must be in place or installed in conjunction with the overlay project. There is \$750,000 budgeted in MFT for the Street Maintenance Program.

**Resolution #**

**A RESOLUTION AUTHORIZING CERTAIN ANNUAL PARADES FOR 2021**

WHEREAS, the City of Belvidere allowed certain organizations to conduct parades on city streets in 2020, and

WHEREAS, the City Council finds it to be in the best interest of the City to allow the same parades in 2021,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BELVIDERE, ILLINOIS AS FOLLOWS:

**SECTION 1:** That the Mayor and City Council of the City of Belvidere approve the annual parades as set forth in Exhibit A, which is incorporated herein by reference.

**SECTION 2:** That the Mayor is authorized to approve amendments to the parade routes and the times and dates of the parades.

**SECTION 3:** The Police, Fire, and Public Works Departments are directed to provide such parade assistance as the Mayor directs.

Ayes:

Nays:

Absent:

Date Approved:

Approved:

\_\_\_\_\_ Mayor

Attest:

\_\_\_\_\_ City Clerk

ANNUAL PARADES  
EXHIBIT A

- EVENT:** **GOOD FRIDAY**  
**SPONSOR:** Members of St James Church  
**ROUTE:** Assembles on Church Street right on Main Street right Buchanan Street right on Warren Avenue and ending at Church Street.
- EVENT:** **MEMORIAL DAY**  
**SPONSOR:** Veteran's Memorial Commission  
**ROUTE:** Assembles at City Lot #5, proceeds West on Pleasant to State St. Brief ceremony at State Street Bridge.
- EVENT:** **4<sup>TH</sup> OF JULY/HERITAGE DAY CELEBRATION**  
**SPONSOR:** Heritage Day Committee  
**ROUTE:** Assembles at Whitney Blvd, proceeds to South State Street, heading north to Harrison Avenue.
- EVENT:** **HOMECOMING PARADE**  
**SPONSOR:** Belvidere High School  
**ROUTE:** Assembles at the Community Building and proceeds South on Pearl Street to 6<sup>th</sup> Street, East on 6<sup>th</sup> Street to East Avenue to High School.
- EVENT:** **HOMECOMING PARADE**  
**SPONSOR:** Belvidere North High School  
**ROUTE:** Assembles at the corner of Buchanan Street and Main Street and proceeds north on Main Street ending at West Street.
- EVENT:** **ANNUAL HALLOWEEN PARADE**  
**SPONSOR:** IOU Club  
**ROUTE:** Assembles on North State Street between Perry and Boone and proceeds to the Community Building.
- EVENT:** **VETERAN'S DAY PARADE**  
**SPONSOR:** Veteran's Memorial Commission  
**ROUTE:** Assembles at State Street and Lincoln Avenue, March to WWII Memorial in Belvidere Park then to VFW for ceremony.
- EVENT:** **CHRISTMAS PARADE**  
**SPONSOR:** Belvidere Park District  
**ROUTE:** North of Ida Public Library proceed south on State Street ending at Community Building.

# *Belvidere Police Department*

Shane Woody - Chief of Police

Matthew Wallace - Deputy Chief, Investigations

Patrick Gardner - Deputy Chief, Patrol



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615 N. Main Street - Belvidere, IL 61008 - Phone 815-544-9626 - Fax 815-544-9603 - [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

**TO:** Mayor Chamberlain and City Council

**FROM:** Chief Shane Woody

**DATE:** 3-8-2021

**RE:** Authorization to hire an entry level police officer

Since the passing of the COSSAP grant Intergovernmental Agreement the next step would be to request to hire the officer who is funded by the grant and responsible for replacing the officer who will be assigned to the grant position.

**Motion:** To authorize the Belvidere Police Department to hire an entry level police officer to fill the COSSAP grant position.